Complete all 8 of the following classes

- **201 Leadership and Motivation Unit 1**
  Recognize your style of leadership and how to utilize other styles when appropriate. Analyze worker needs and learn how these needs affect motivation. Determine how to improve job performance and positively influence attitudes and abilities. Learn the various roles of the leader and how these roles can be applied at the job site.

- **202 Oral and Written Communications: Unit 2**
  Acquire skills and understanding of positive direct communication with an emphasis on construction supervision. Grow in your abilities to help people communicate with you, listen better, and deal with the difficult person. Develop your skills in negotiating and communicating with all organizational levels and groups.

- **203 Problem Solving and Risk Management: Unit 6**
  Understand how to solve and prevent problems and how to make decisions. Technical problems, human performance problems and scheduling problems will be reviewed. Learn how to avoid barriers to creative problem solving and how to create a problem solving atmosphere at the jobsite.

- **204 Contract Documents and Construction Law: Unit 4**
  Learn about common construction contract clauses and how to read a contract. Construction disputes, including differing site conditions, claims, delays and construction defects will be studied.

- **205 Planning and Scheduling: Unit 3**
  Learn and apply basic construction planning and scheduling skills. Prepare bar chart schedules and critical path schedules. Read complex project schedules, and understand the basics of project management by scheduling, Employ acceleration techniques.

- **206 Construction Productivity and Cost Management: Unit 5**
  Learn and apply basic construction planning and scheduling skills. Prepare bar chart schedules and critical path schedules. Read complex project schedules, and understand the basics of project management by scheduling, Employ acceleration techniques.

**Emphasis Courses**

- **108 Construction Equipment and Methods**
  Develop an overall understanding of construction equipment and selected construction methods. Students will determine earthwork quantities, understand equipment economics and utilization, equipment production rates, fundamentals of earthmoving and excavating, loading and hauling equipment.

- **109 Practical Applications of Civil Construction**
  This course focuses on understanding civil construction techniques. This includes site preparation and grading, excavation, backfill, compaction, trenching, paving and dewatering. Discussion on the proper methods of determining earthwork quantities, estimating civil construction costs and safety implications.