

APPENDIX A
PC4010 Syllabus Schedule – Fall 2014

	Contract Management Body of Knowledge Reading Assignment	Federal Acquisition Regulation Reading Assignment (note 1)	Discussion Board Due Dates (note 2)
<p><i>Week 1</i> Orientation</p> <p>09/02/2014</p>	<p>Read orientation materials before starting course</p> <p>Also Chapter 1 & 2 of CMBOK: <u>Chapter 1: CMBOK</u> What is a contract? What is Contract Management?</p> <p><u>Chapter 2 CMBOK Overview</u></p>		<p>Post your introduction no later than 09/04/2014 Respond to 2 other students' posts by 09/06/2014</p>
	1.0 Pre-Award Competencies		
<p><i>Week 2</i> Lesson 1</p> <p>09/09/2014</p>	<p><u>Chapter 3: CMBOK Competencies</u> 1.1 Laws and Regulations 1.2 Contract Principles</p>	<p>FAR 1.1 Purpose, Authority, Issuance FAR 1.602-3 Ratification FAR 4.1 Contract Execution</p>	<p>Answer question by 09/11/2014 Reply to 2 other posts by 09/13/2014</p>
<p><i>Week 3</i> Lesson 2</p> <p>09/16/2014</p>	<p><u>Chapter 3: CMBOK Competencies</u> 1.3 Standards of Conduct 1.4 Socioeconomic Programs 1.5 Contract Types</p>	<p>FAR 3 Improper Business Practices FAR 19.2 Small Business policies FAR 16 Contract Types</p>	<p>Answer question by 09/18/2014 Reply to 2 other posts by 09/20/2014</p>
<p><i>Week 4</i> Lesson 3</p> <p>09/23/2014</p>	<p><u>Chapter 3: CMBOK Competencies</u> 1.6 Contracting Methods 1.7 Contract Financing 1.8 Intellectual Property</p>	<p>FAR 13 Simplified Acquisition FAR 14 Sealed Bid FAR 15 Negotiated</p>	<p>Answer question by 09/25/2014 Reply to 2 other posts by 09/27/2014</p>

	2.0 Acquisition Planning/Strategy		
Week 5 Lesson 4 09/30/2014	<u>Chapter 3: CMBOK Competencies</u> 2.1 Acquisition Planning, Market Research, & Marketing 2.2 Drafting Solicitations	FAR 6 Competition Requirements FAR 7 Acquisition Planning FAR 10 Market Research FAR 11 Describing Agency Needs	Answer question by 10/02/2014 Reply to 2 other posts by 10/04/2014
Week 6 Lesson 5 10/07/2014	<u>Chapter 3: CMBOK Competencies</u> 2.3 Responding to Solicitations 2.4 Cost and Price Analysis	FAR 15.4 Contract Pricing	Answer question by 10/09/2014 Reply to 2 other posts by 10/11/2014
Week 7 Lesson 6 10/14/2014	<u>Chapter 3: CMBOK Competencies</u> 2.5 Negotiation 2.6 Source Selection and Contract Award 2.7 Protests	FAR 15 Negotiated	Answer question by 10/16/2014 Reply to 2 other posts by 10/18/2014
Week 8 Lesson 7 -- Midterm 10/21/2014	Midterm		Must be completed by 10/27/2014
Week 9 Lesson 8 10/28/2014	3.1 Contract Management 3.2 Contract Performance & QA	FAR 42.3 Contract Administration FAR 46.2 Quality Assurance FAR 52.246 Inspection clauses	Answer question by 10/30/2014 Reply to 2 other posts by 11/01/2014
Week 10 Lesson 9	3.3 Subcontract Management 3.4 Contract Changes and Modifications	FAR 43 Contract Modifications FAR 44 Subcontracts	Answer question by 11/06/2014 Reply to 2 other posts by 11/08/2014

11/04/2014			
Week 11 Lesson 10 11/11/2014	3.5 Transportation 3.6 Contract Interpretation and Disputes	FAR 47 Transportation FAR 33.2 Disputes	Answer question by 11/13/2014 Reply to 2 other posts by 11/15/2014
Week 12 Lesson 11 11/18/2014	3.7 Contract Closeout 3.8 Contract Termination and Excusable Delay	FAR 4.804-5 Closeout FAR 49 Termination FAR 52.249-14 Excusable Delay	Answer question by 11/20/2014 Reply to 2 other posts by 11/22/2014
	4.0 Specialized Knowledge Area		
Week 13 Lesson 12 11/25/2014	4.1 Research and Development 4.2 Architect-Engineer Services and Construction 4.3 Information Technology 4.4 Major Systems 4.5 Service Contracts	FAR 35 R&D FAR 36 Construction A&E FAR 27.4 Rights in Data FAR 39 Information Technology FAR 34 Major Systems FAR 37 Service Contracts	Answer question by 11/27/2014 Reply to 2 other posts by 11/29/2014
Week 14 Lesson 13 12/02/2014	4.6 International Contracting 4.7 State and Local Government 4.8 Supply Chain Management 4.9 Government Property 4.10 Other Specialized Areas	FAR 25 Foreign Acquisition FAR 45 Government Property FAR 23 Environmental	Answer question by 12/04/2014 Reply to 2 other posts by 12/06/2014
Week 15 Lesson 14 12/09/2014	Final Exam		Must be completed by 12/14/2014

Note 1: It is not necessary to read the entire FAR Part, but students are expected to skim the reading assignment to be familiar with the content. This will give you valuable experience in looking up FAR citations. The FAR link is provided in the course

Note 2: There are two due dates for each discussion forum: the first due date is the deadline by which your first posting must appear. The second due date is the deadline by which you must reply to two other student's posts. To meet the deadline the post must be done on or before the required date at 11:00PM.