

Construction e-Learning Centre

INDUSTRY-DEVELOPED, INDUSTRY-APPROVED TRAINING INNOVATIONS

Course description

Communication, Negotiation, Conflict Resolution

SUMMARY

The information presented in this course will help you to improve your communication skills both written and oral, your negotiating skills and conflict resolution abilities alongside co-workers and on the job site every day.

DESCRIPTION

The Communication, Negotiation and Conflict Resolution course has been designed to help improve written, oral and negotiating skills within the construction industry. The course contains interactive elements, case studies, practical examples, a search function, course glossary and reference library.

OBJECTIVES

Upon completing this course, you will be able to:

- Define a conflict
- Identify the stages of conflict
- Describe the importance of communication
- Apply assertiveness techniques to get a point across
- Deal with difficult people more effectively
- Recognize the criteria for an effective negotiator
- Describe how power can be used/abused in negotiation
- Identify when to close negotiations

AUDIENCE

This course is intended for supervisors, project managers, etc. who must deal effectively and professionally with employees, sub-trades, owners, clients, engineers and employers.

COURSE LENGTH

The course duration is approximately 4 hours.

AVAILABLE FORMATS

This course is available online in English and French.

CREDITS/CERTIFICATES

This course has been accredited by the Canadian Construction Association (CCA) for two (2) credits toward Gold Seal Certification. A final mark of 75% is required in order to receive a certificate of completion.

HOW TO ENROLL

You will require a PIN # prior to registering for this course. Please contact your local distributor to obtain your PIN # and cost information. Distributors can be located on the Construction e-Learning Centre website at www.elearning.csc-ca.org.

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INDUSTRY-DEVELOPED, INDUSTRY-APPROVED TRAINING INNOVATIONS

Course description

Confined Spaces Safety Awareness

SUMMARY

Whether you are preparing to work in confined spaces for the first time, or have been working in this type of construction for years, the information presented in this course will help you to understand what you can do to keep yourself, your co-workers and the environment you work in safe every day.

DESCRIPTION

Confined spaces can be hazardous if not approached with an understanding of how to prepare for entry, how to enter and work safely, and what to do if an incidence occurs.

This course will introduce you to the types of confined spaces and the associated hazards. You will learn about the activities within a confined space and codes of practice. Different types of hazard controls are presented, including engineering, administrative and protective equipment.

Confined space entry procedures, including the rescue plan and evacuation (escape) plan, are explained.

Your roles and responsibilities in post-entry inspections and retention of records are also explained.

OBJECTIVES

After completing this course, you will be able to:

- Identify the types of confined spaces
- Recognize the potential hazards
- Assess and control the hazards
- Understand your roles and responsibilities prior to entry, while working and on leaving a confined space

AUDIENCE

This course is intended for everyone working in confined spaces in any part of the country, in any sector (residential, industrial, commercial, institutional, pipeline, civil).

COURSE LENGTH

The course duration is approximately 3 hours.

AVAILABLE FORMATS

This course is available online in English and French.

CREDITS/CERTIFICATES

This course has been accredited by the Canadian Construction Association (CCA) for one (1) credit toward Gold Seal Certification. A final mark of 100% is required in order to receive a certificate of completion.

HOW TO ENROLL

You will require a PIN # prior to registering for this course. Please contact your local distributor to obtain your PIN # and cost information. Distributors can be located on the Construction e-Learning Centre website at www.elearning.csc-ca.org.

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INDUSTRY-DEVELOPED, INDUSTRY-APPROVED TRAINING INNOVATIONS

Course description

Construction Law

SUMMARY

This course is intended to provide members of the construction industry with an understanding of construction law.

DESCRIPTION

This course is designed to teach and familiarize owners, managers, supervisors and project managers with construction contracts and contract law, liabilities and responsibilities of all parties to a contract, compiling and submitting proper extras and claims, and ways and means for leaders to avoid conflict with contracts, owners, trades and labour.

OBJECTIVES

Upon completion of this course, you will be able to:

- Understand the origins of law
- Understand what a contract is and what makes a contract valid or invalid
- Understand the roles in the construction industry as they apply to contract law
- Know the different types of construction contracts
- Interpret contracts
- Understand what a custom contract consists of
- Understand the principles of surety and the different types of bonds that are used
- Know what type of insurance is required in the construction industry
- Understand claims, the reasons for claims and the process of making a claim
- Know the acts and regulations that are relevant to the construction industry

AUDIENCE

This course is intended for people working in the construction industry who deal primarily in trade-to-trade and/or trade-to-customer situations.

COURSE LENGTH

The course duration is approximately 4 hours.

AVAILABLE FORMATS

This course is available online in English and French.

CREDITS/CERTIFICATES

This course has been accredited by the Canadian Construction Association (CCA) to two (2) credits toward Gold Seal Certification upon successful completion of this course. A final mark of 75% is required in order to receive a certificate of completion.

HOW TO ENROLL

You will require a PIN # prior to registering for this course. Please contact your local distributor to obtain your PIN # and cost information. Distributors can be located on the Construction e-Learning Centre website at www.elearning.csc-ca.org.

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INDUSTRY-DEVELOPED, INDUSTRY-APPROVED TRAINING INNOVATIONS

Course description

Construction Project Management

SUMMARY

The information presented in this course will help you to understand what you can do to successfully administer projects and will provide you with the necessary tools to help manage a project.

DESCRIPTION

This training program will provide you with the knowledge and skills to help you plan and administer projects from start to finish.

OBJECTIVES

After completing this course, you will be able to:

- Develop business cases
- Develop scope of projects
- Manage project procurement
- Manage project risk
- Manage change process

AUDIENCE

This course is intended for everyone working in construction in any part of the country, in any sector (residential, industrial, commercial, institutional, pipeline, civil).

COURSE LENGTH

The course duration is approximately 4 hours.

AVAILABLE FORMATS

This course is available online in English and French.

CREDITS/CERTIFICATES

This course has been accredited by the Canadian Construction Association (CCA) to three (3) credits toward Gold Seal Certification upon successful completion of this course. A final mark of 75% is required in order to receive a certificate of completion.

HOW TO ENROLL

You will require a PIN # prior to registering for this course. Please contact your local distributor to obtain your PIN # and cost information. Distributors can be located on the Construction e-Learning Centre website at www.elearning.csc-ca.org.

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INDUSTRY-DEVELOPED, INDUSTRY-APPROVED TRAINING INNOVATIONS

Course description

First Level Supervisor Training Program

SUMMARY

This course offers the critical basic skills and concepts needed to supervise a crew in the residential, institutional, commercial, industrial and civil construction sectors.

DESCRIPTION

Supervisors play a key role in ensuring the job gets done on time, on budget and safely. This course will introduce you to all aspects of supervision, beginning with a discussion of the supervisor's role and the skills required. Then, the supervision basics are covered: leadership vs. management, due diligence, communication skills, meetings, and handling disagreements and problems.

The course then examines the supervisor's role with respect to safety, looking at inspections, investigations and training. Human resource management comes next, including addressing personal problems and performance issues. The course introduces you to planning and scheduling, followed by productivity and quality, including problem solving for quality outcomes.

The final section teaches you how to lead an effective work team by discussing concepts, motivation and team performance.

OBJECTIVES

This course will provide you with the tools to help you:

- Build your supervisory skills
- Lead a work crew
- Communicate effectively
- Understand the supervisor's role in safety and due diligence
- Develop and motivate teams
- Address performance issues

AUDIENCE

This course is intended for foremen and supervisors or any individual who wants to become a First Level Supervisor in any part of the country, in any sector (residential, industrial, commercial, institutional, pipeline, civil).

COURSE LENGTH

The course duration is approximately 14 hours.

AVAILABLE FORMATS

This course is available online in English and French.

CREDITS/CERTIFICATES

This course has been accredited by the Canadian Construction Association (CCA) for five (5) credits toward Gold Seal Certification. A final mark of 100% is required in order to receive a certificate of completion.

HOW TO ENROLL

You will require a PIN # prior to registering for this course. Please contact your local distributor to obtain your PIN # and cost information. Distributors can be located on the Construction e-Learning Centre website at www.elearning.csc-ca.org.

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INDUSTRY-DEVELOPED, INDUSTRY-APPROVED TRAINING INNOVATIONS

Course description

Introduction to BIM (Building Information Modeling)

SUMMARY

As an emerging technology, Building Information Modeling (BIM) is generating a lot of buzz in the construction industry. This course provides an overview of how this technology positively impacts the construction process.

DESCRIPTION

As Building Information Modeling (BIM) is adopted by more and more companies in the construction industry, its usefulness has expanded beyond the original design phase activities. This course positions BIM in the context of all phases of construction, illustrating how to maximize BIM as a tool for the entire construction team. You will see how BIM fits into the construction workflow. It introduces the BIM philosophy in design, bidding, construction, commissioning, delivery and as-built stages of construction.

OBJECTIVES

After completing this course, you will:

- Know what BIM is
- Understand the full potential of BIM technology
- Understand the philosophy behind BIM
- Be aware of how BIM can assist at all stages of a construction project
- Appreciate existing and potential new uses for BIM
- See the value of new technologies such as BIM

AUDIENCE

This course is intended for employers, management, supervisors, foremen and tradespeople working in construction in any part of the country, in any sector

(residential, industrial, commercial, institutional, pipeline, civil).

COURSE LENGTH

The course duration is approximately 2 hours.

AVAILABLE FORMATS

This course is available online in English and French.

CREDITS/CERTIFICATES

This course has been accredited by the Canadian Construction Association (CCA) for one (1) credit toward Gold Seal Certification. This course is an awareness raising tool. A certificate is given upon completion.

HOW TO ENROLL

You will require a PIN # prior to registering for this course. Please contact your local distributor to obtain your PIN # and cost information. Distributors can be located on the Construction e-Learning Centre website at www.elearning.csc-ca.org.

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INDUSTRY-DEVELOPED, INDUSTRY-APPROVED TRAINING INNOVATIONS

Course description

Introduction to Construction Estimating

SUMMARY

Accurate and precise estimating is critical to the financial viability of a construction firm. This course provides an introduction to the field of construction estimating and covers all aspects of the production of an accurate estimate.

DESCRIPTION

This training program will provide you with the knowledge and skills to visualize the scope and magnitude of a construction project and produce reliable estimates. This is accomplished by reviewing drawings through various phases of a project with the aim of determining the quantity and type of materials required for the project.

OBJECTIVES

After completing this course, you will:

- Have a good understanding of estimating practices
- Know site-specific conditions and regulatory requirements
- Know how to handle the purchasing and logistics associated with materials on the job
- Know how to manage materials on site
- Organize cost data in a clear and logical manner
- Have the ability to keep historical information related to costs (including those associated with labour, material, overhead, equipment and availability of required items)
- Know how and when to update historical information related to costs
- Assemble bids and meet bid closure deadlines
- Provide on-site solutions to work-related problems in relation to equipment and material placement

AUDIENCE

This course is intended for people working in estimating or any individual who wants to become an estimator in any part of the country, in any sector (residential, industrial, commercial, institutional, pipeline, civil).

COURSE LENGTH

The course duration is approximately 4 hours.

AVAILABLE FORMATS

This course is available online in English and French.

CREDITS/CERTIFICATES

This course has been accredited by the Canadian Construction Association (CCA) for two (2) credits toward Gold Seal Certification. A final mark of 75% is required in order to receive a certificate of completion.

HOW TO ENROLL

You will require a PIN # prior to registering for this course. Please contact your local distributor to obtain your PIN # and cost information. Distributors can be located on the Construction e-Learning Centre website at www.elearning.csc-ca.org.

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INDUSTRY-DEVELOPED, INDUSTRY-APPROVED TRAINING INNOVATIONS

Course description

National Construction Safety Awareness Training

SUMMARY

Whether you are just starting out, or have been in the industry for years, the information presented in this course will help you to understand what you can do to keep yourself, your co-workers and the environment you work in safe every day.

DESCRIPTION

You know that construction can be a dangerous industry to work in. You work with tools, equipment and vehicles that require special training and consideration, and you work in environments that call for tradespeople to be constantly aware of the potential hazards to your health and safety.

This Construction Safety Awareness course was developed by the construction industry as a national course to give you an overview and encourage a general awareness of the health and safety issues you'll be faced with on any work site in Canada.

OBJECTIVES

After completing this course, you will be able to:

- Define the key rights and responsibilities that you, your co-workers and your employer has on any worksite
- Identify the communications that must take place on any job site to ensure safe work practices
- Identify the measures you need to take off the job site to make sure you're ready for work on the job site
- Identify the personal protective equipment you'll be using on the job site, and how to use it effectively
- Identify the precautions you need to take when working with workplace chemicals, including understanding WHMIS and MSDS
- Identify the types of hazards you may encounter on a job site, and how to recognize, assess and control them

- Identify the tools, equipment and vehicles you'll be using on site and how to use them safely
- Identify the precautions to take when working at heights, excavating and trenching, and working near power lines

AUDIENCE

This course is intended for everyone working in construction in any part of the country, in any sector (residential, industrial, commercial, institutional, pipeline, civil).

COURSE LENGTH

The course duration is approximately 6 hours.

AVAILABLE FORMATS

This course is available online in English and French.

CREDITS/CERTIFICATES

This course has been accredited by the Canadian Construction Association (CCA) for two (2) credits toward Gold Seal Certification. A final mark of 100% is required in order to receive a certificate of completion.

HOW TO ENROLL

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Course description

Pipeline Construction Safety Training (PCST)

SUMMARY

This course has been designed and developed by the construction industry to address health and safety issues specific to pipeline construction in the oil and gas industry.

DESCRIPTION

Construction safety is not to be taken lightly, and it is something that the pipeline construction industry takes very seriously. This course is intended to familiarize you, the worker, with how to recognize, assess and control hazards on the work site. It has been designed to complement other safety-related courses offered by the industry.

OBJECTIVES

After completing this course, you will:

- Know how to recognize hazards
- Know how to assess hazards
- Know how to control hazards
- Know how to operate a vehicle safely
- Know how to operate equipment safely
- Know how to respond to emergencies

AUDIENCE

This course is intended for people working in the oil and gas pipeline construction industry.

COURSE LENGTH

The course duration is approximately 6 hours.

AVAILABLE FORMATS

This course is available online in English and French.

CREDITS/CERTIFICATES

A final mark of 100% is required in order to receive a certificate of completion.

HOW TO ENROLL

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