

**College of Micronesia – FSM  
P.O. Box 159  
Kolonia, Pohnpei**

**Course Outline Cover Page**

**Building Maintenance IV**

Course Title

**VBM 104**

Department and Number

**Course Description:**

This course is designed to introduce the students to activities and concerns relating to the effective maintenance and improvement of the grounds and landscaping that surrounds various structures. In addition care and maintenance of related equipment will be an integral part of this course.

**Prepared by:** Stephen Richmond

**State:** Chuuk

	Hours per Week	No. Of Weeks	Total Hours	Semester Credits
Lecture	3/6	16/8	48	3
Laboratory	3/6	16/8	48	1
Total Semester Credits:				4

**Purpose of Course**

Degree Requirement	_____
Degree Elective	_____XX_____
Advanced Certificate	_____
Certificate	_____XX_____
Apprenticeship	_____XX_____
Other (Workshop)	_____

**Prerequisite Course(s):** VSP 153a Industrial Safety

\_\_\_\_\_  
**Signature, Chairman, Curriculum Committee**

\_\_\_\_\_  
**Date Approved by Committee**

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**Signature, President, COM-FSM**

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**Date Approved by the President**

**COURSE TITLE**                    **BUILDING MAINTENANCE IV**

**Nominal Duration**                **96Hours/4 Credits**

**Course Code**                    **VBM 104**

**General Objective**                This course is intended to equip the students with an understanding of strategies that may be used in the development and carrying out of an effective landscape maintenance and improvement program. In addition, the intent of this course is to develop the skills and aesthetic awareness needed by students to develop landscape design.

**Prerequisites**                    VSP 153a Industrial Safety  
A student may seek recognition for competencies already held.

**Specific Objectives:**                Upon successful completion of this course the student will be able to:

1. Assess the needs of a preventive maintenance program for the exterior of buildings and grounds
2. Develop an effective strategy for a landscape and/or building exterior maintenance schedule for use on an ongoing basis (preventative maintenance)
3. Identify appropriate tools and equipment needed for the implementation of a landscaping maintenance program
4. Maintain and perform simple repairs on landscaping equipment
5. Develop a collection of plant stock for use in landscaping (nursery plants)
6. Demonstrate an understanding of the basics of transplanting and pruning for beauty the plants in a landscape setting.
7. Develop an aesthetic sense of landscaping appropriate for the building's usage.
8. Develop a personal portfolio containing designs, photos of completed projects, papers and other pertinent items

<b>Delivery</b>	Delivery methods must provide for the demonstration of competence in skills specified in all learning outcomes.
<b>Assessment</b>	More than one learning outcome may be assessed at once, by observing the learners ability to apply both specified skills and knowledge.

***STUDENTS SHOULD BE MADE AWARE OF OCCUPATIONAL HEALTH AND SAFETY ISSUES IN ALL SITUATIONS AND BE EXPECTED TO DEMONSTRATE SAFE WORKING PRACTICES AT ALL TIMES.***

**LEARNING OUTCOME 1**

**Needs Assessment**

**VBM 104.1**

**Students will be able to assess the needs of a preventive maintenance program for the exterior of buildings and grounds.**

**Assessment Criteria**

- 104.1.1** State clearly the components of a facilities' Exterior.
- 104.1.2** Identify the procedures to produce a well maintained facility
- 104.1.3** Identify specific maintenance problem areas

**All work practices must ensure that safe practices are adopted.**

**Conditions**

**Working in groups given:**

- **Resources**
- **Verbal presentation to the group of learners**

**Assessment Method**

**Assessment may involve any of the following methods**

- **Oral questioning**
- **Written tests**
- **Computer managed testing**
- **Individual written assignments**
- **Active participation in group activity**

**LEARNING OUTCOME 2**

**Scheduling**

**VBM 104.2**

**Students will be able to develop an effective strategy for landscape and/or building exterior maintenance schedule for use on an ongoing basis**

**Assessment Criteria**

**104.2.1**

Demonstrate an understanding of Maintenance priorities relating to:

- Exterior of Buildings
- Grounds

**104.2.2**

Identify needed tools and equipment needed to carry out a landscaping/exterior maintenance program

**104.2.3**

Produce a landscape activity schedule including grass cutting and pruning.

**104.2.4**

Produce a simple schedule on a weekly/monthly/yearly basis for:

- grounds maintenance
- exterior build maintenance

**All work practices must ensure that safe practices are adopted.**

**Conditions**

**Working in groups given:**

- **Resources**
- **Verbal presentation to the group of learners**
- **Demonstration of procedures**

**Assessment Method**

**Assessment may involve any of the following methods**

- **Oral questioning**
- **Written tests**
- **Computer managed testing**
- **Practical exercisers**
- **Active participation in group activity**

**LEARNING OUTCOME 3**

**Equipment and Tools used in Grounds Maintenance**

**VBM 104.3**

Identify appropriate tools and equipment needed for the implementation of a landscaping maintenance program

**Assessment Criteria**

- 104.3.1** Identify hand tools commonly used in grounds maintenance & landscaping.
- 104.3.2** Select appropriate hand tools and equipment for specified grounds maintenance tasks.
- 104.3.3** Demonstrate the safe use of hand tools and equipment in the workplace when completing specified tasks.
- 104.3.4** Select and fit relevant personal protective equipment required to be worn when operating and handling tools and equipment.

**All work practices must ensure that safe practices are adopted.**

**Conditions**

- **Verbal presentation to the group of learners**
- **Resources**

**Assessment Method**

**Assessment may involve any of the following:**

- **Oral questioning**
- **Written testing**
- **Computer managed testing**
- **Practical Exercisers**
- **Active participation in group activity**

**LEARNING OUTCOME 4**

**Maintenance and Repair of Grounds Equipment**

**VBM 104.4**

Maintain and perform simple repairs on landscaping equipment

**Assessment Criteria**

- 104.4.1** List various supplies and components used in maintenance and repair of equipment
- 104.4.2** Demonstrate the safe cleaning and maintenance of various power tools and equipment:
- Brush cutter
  - Chain saw
  - Wheel barrow
  - Pruning Tools
  - Shovels, rakes, etc.
- 104.4.3** Identify different maintenance schedules for the above mentioned equipment used in grounds maintenance.

**All work practices must ensure that safe practices are adopted.**

**Conditions**

- **Verbal presentation to the group of learners.**
- **Resources**

**Assessment Method**

**Assessment methods may involve any of the following methods:**

- **Oral questioning**
- **Written testing**
- **Computer managed testing**
- **Practical Exercisers**
- **Active participation in group activity**

**LEARNING OUTCOME 5**

**Propagation**

**VBM 104.5**

**Develop a collection of plant stock for use in landscaping (nursery plants)**

**Assessment Criteria**

- 104.5.1** Demonstrate various methods of plant propagation.
- 104.5.2** Describe the proper spacing requirements for a plant nursery.
- 104.5.3** Explain the correct procedure for fertilizer usage.
- 104.5.4** Select and fit relevant personal protective equipment that is required to be worn when handling chemicals.

**All work practices must ensure that safe practices are adopted.**

**Conditions**

- **Verbal presentation to the group of learners.**
- **Resources**
- **Field Trip**

**Assessment Method**

**Assessment methods may involve any of the following methods:**

- **Oral questioning**
- **Written tests**
- **Computer managed testing**
- **Practical Exercisers**
- **Active participation in group activity.**



**LEARNING OUTCOME 6**

**Transplanting**

**VBM 104.6**

**Demonstrate an understanding of the basics of transplanting and pruning for beautification of a landscape setting.**

**Assessment Criteria**

- 104.6.1** Recognize the needs of plants during the Transplanting process
- 104.6.2** Perform basic transplanting of various types of Plants.
- 104.6.3** Describe basic cutting and pruning techniques used for strength, foliage and aesthetics.
- 104.6.4** Demonstrate setting plants from seeds

**All work practices must ensure that safe practices are adopted.**

**Conditions**

- **Verbal presentation to the group of learners.**
- **Resources**
- **Field Trip**

**Assessment Method**

**Assessment methods may involve any of the following methods:**

- **Oral questioning**
- **Written tests**
- **Active participation in group activity**
- **Practical exercisers**

**LEARNING OUTCOME 7**

**Use of Materials**

**VBM 104.7**

**Develop an aesthetic sense of landscaping appropriate for the building's usage**

**Assessment Criteria**

- 104.7.1** Describe the need for proper plant spacing
- 104.7.2** Describe the relationship between various natural materials and man-made materials in a landscaping setting.
- 104.7.3** Produce a simple landscape project design
- 104.7.4** Produce a work schedule for a landscape project.
- 104.7.5** Produce an appropriate material list for a landscape project.
- 104.7.6** Recognize natural beauty within a landscape setting
- 104.7.7** Describe how various landscape elements work together to create an aesthetically pleasing environment.

**All work practices must ensure that safe practices are adopted.**

**Conditions**

- **Examples of Plans, schedules and materials supplied**
- **All tools and equipment required to complete tasks supplied**

**Assessment Method**

**Assessment may involve any of the following methods**

- **Oral questioning**
- **Written tests**
- **Assignments**
- **Practical exercisers**
- **Active participation in group activity**

**LEARNING OUTCOME 8**

**Portfolio**

**VBM 104.8**

**Develop a personal portfolio containing designs, photos of completed projects, papers and other pertinent items**

**Assessment Criteria**

**104.8.1**

Maintain a record of all work assignments

**104.8.2**

Deliver a presentation of a landscape design to an audience

**104.8.3**

Produce a personal portfolio of work completed during the certificate program.

**All work practices must ensure that safe practices are adopted.**

**Conditions**

- **Examples of previous portfolios**
- **Resources**

**Assessment Method**

**Assessment may involve any of the following:**

- **Oral presentation**
- **Written testing**
- **Active participation in group activity**

## **SUGGESTED REFERENCE MATERIALS**

- ❑ Step By Step Landscaping  
Better Homes And Gardens Publication  
ISBN 0-696-01873-x
- ❑ Feng Shui Design  
Sarah Rossbach and Master Lin Yun  
Viking press  
ISBN 0-670-88223-2

## **RESOURCES**

- ❑ Instructor developed handouts
- ❑ Notebooks
- ❑ Drawing paper
- ❑ Writing and drawing implements
- ❑ Basic landscaping tools and equipment (Provided by COM-FSM)
- ❑ Safety equipment as needed (e.g.: eye safety glasses, hearing protectors)
  
- ❑ Workshop Facilities
  
- ❑ Demonstration Units

## **GRADES**

**Final Grades for this course will be assessed based on COM-FSM policy and course requirements at the following percentage rates:**

<b>90% - 100%</b>	<b>A – Superior</b>
<b>80% - 89%</b>	<b>B – Above Average</b>
<b>70% - 79%</b>	<b>C – Average</b>
<b>60% - 69%</b>	<b>D – Below Average</b>
<b>0 - 59%</b>	<b>F - Failure</b>

## **ATTENDANCE**

**The COM-FSM attendance policy will apply.**