

PROFESSIONAL TRAINING REPORT

Submitted in partial fulfillment of the requirements for the award of
Master of Architecture degree in Building Management

By

C Jagadeesh Pandian



SCHOOL OF BUILDING AND ENVIRONMENT
DEPARTMENT OF ARCHITECTURE
M. Arch (Building Management)

SATHYABAMA
INSTITUTE OF SCIENCE AND TECHNOLOGY
(DEEEMED TO BE UNIVERSITY)
Accredited with Grade 'A' by NAAC
JEPPIAR NAGAR, RAJIV GANDHI SALAI, CHENNAI - 600119

DEC- JAN 2020 - 21



SATHYABAMA

INSTITUTE OF SCIENCE AND TECHNOLOGY
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PHONE: 2450 1443/9941912481 INTERNET: www.sathyabama.ac.in

E-mail: archhod@sathyabama.ac.in



DECLARATION

I, **Jagadeesh Pandian.C (39840008)** hereby declare that the Professional Training Report 10th December 2020 to 20th January 2021 done by me under the guidance of **Ar.Immanuel** is submitted in partial fulfillment of the requirements for the completion of practical training session.

DATE : 20.01.2021

PLACE : Chennai



A handwritten signature in blue ink, appearing to be 'C. Jagadeesh'.

SIGNATURE OF CANDIDATE



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SCHOOL OF BUILDING AND ENVIRONMENT

DEPARTMENT OF ARCHITECTURE

M. Arch (Building management)

VIVA-VOCE EXAMINATION

This is to certify that the Professional Training (S84 INT) is the work of **Jagadeesh Pandian.C (39840008)** who had undergone training in **Urban Slab** and has been monitored by the continuous assessment during **Dec 2020 to Jan 2021**.

A handwritten signature in blue ink, appearing to read 'Devyani', is written over the printed name of Dr. Devyani Gangopadhyay.

Dr. Devyani Gangopadhyay
HOD AND DEAN

Submitted for Viva voce Examination held on _____

Internal Examiner

External Examiner

ACKNOWLEDGEMENT

I am pleased to acknowledge my sincere thanks to Board of Management of **SATHYABAMA INSTITUTE OF SCIENCE & TECHNOLOGY** for their kind encouragement in doing this project and for completing it successfully. I am grateful to them.

I convey my thanks to **Dr.Devyani Gangopadhyay Dean, School of building and Environment** for providing me necessary support and details at the right time during the progressive reviews.

I would like to express my sincere and deep sense of gratitude to **Ar. Immanuel** for his valuable guidance, suggestions and constant encouragement paved way for the successful completion of my Training.

I would also like to express my sincere thanks to **Ar. Sukirtha Suresh (Internal Co-Ordinator)** for her valuable guidance, during the entire Professional Training period.

I wish to express my thanks to all Teaching and Non-teaching staff members of the Department of Architecture who were helpful in many ways for the completion of the project.

Also thank to the Principal Architect of the firm,

Ar.Immanuel,

Urban slab,

Anna Nagar, Chennai-40.



CONFIRMATION LETTER

(Annexure –V)



Urban **Slab**

To

07.12.2020

The Head of the Department

Department of Architecture, School of Building & Environment

Sathyabama Institute of Science and Technology

Rajiv Gandhi Salai, Jeppiaar Nagar.

Chennai-600 119, Tamil Nadu.

Sub: Joining letter for practical training at Urban Slab for Jagadeesh Pandian.C Reg: 39840008

Respected sir,

We would like to congratulate **Jagadeesh Pandian (Reg: 39840008)** on being selected for the "**Management Intern**" position, effective from 10.12.2020. This internship will include training and focus primarily on learning and developing new skills.

Thanking you

Sincerely

Ar. Immanuel
Principal Architect,
Urban Slab, Chennai- 40



JOINING LETTER

(Annexure –VI)



Urban **Slab**

To
The Head of the Department
Department of Architecture, School of Building & Environment
Sathyabama Institute of Science and Technology
Rajiv Gandhi Salai, Jeppiaar Nagar.
Chennai-600 119, Tamil Nadu.

20.01.2021

Sub: Completion letter for practical training at Urban Slab for Jagadeesh
Pandian.C Reg: 39840008

Respected sir,

This is to certify that **Jagadeesh Pandian.C (Reg: 39840008)** has under-
gone project management student training with us from **10.12.2020 to**
20.01.2021 and had successfully completed the **30 days** period training.
During his tenure as a trainee with us we found him to be diligent, intelli-
gent and hard work. We wish him all the best and success for the future
endeavors.
He has been relieved from all his services as per the rule of the company.

Thanking you
Sincerely


Ar. Immanuel

Principal Architect,
Urban Slab, Chennai- 40



MONTHLY REPORT

(Annexure –VII)



SATHYABAMA

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PHONE: 2450 1443/9941912481 INTERNET: www.sathyabama.ac.in
E-mail: archhod@sathyabama.ac.in



M. Arch (Building management)

Continuous Assessment Report for Professional training

(Continuous progress report of the trainee architect/Project Manager for the period of 15 working days in the office to be submitted to HOD by the Trainee in Charge of the Organization)

1. Name of the office / organization : Urban Slab,
: #3,Bharani Apartments ,97 AG Block, 2nd Cross
Street Shanthi Colony, Annanagar, Chennai-600040.
2. Address & Contact Number : Ph, +91 7904672288
3. Name of the student : Jagadeesh Pandian.C
4. Duration : From 10.12.2020 To 31.12.2020
5. Total No. of days : 15

6. Evaluation of Performance criteria shall be on

* Note: Kindly grade the student as per his/her overall performance in the office during the assessment month; which will be converted to the allotted 40 marks by the department.

Description of works	Excellent	Good	Fair	Poor	NA
Understanding of office culture		✓			
Skillsets related to project management	✓				
Design Management		✓			
Understanding the Triple Constraints		✓			
Observation during Site Visits	✓				
Understanding of construction details	✓				
Understanding of Construction sequences	✓				
Site Supervision / Discussion with clients	✓				
Adherence to Time schedule		✓			
Quantitative aptitude		✓			
Documentation skills		✓			
Coordination with other consultants	✓				

Overall Grading*

(A – 8.0, B – 7.0, C – 6.0, D – 5.5, E – 5.0, F – <5)

7. Any other Remarks :

8. Signature of the
Head of the Office /
Organization (With Seal)

[Signature]
Urban Slab
Chennai



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Street Shanthi Colony, Annanagar, Chennai-600040.
2. Address & Contact Number : Ph, +91 7904672288
3. Name of the student : Jagadeesh Pandian.C
4. Duration : From 01.01.2021 To 20.01.2021
5. Total No. of days : 15

6. Evaluation of Performance criteria shall be on

* Note: Kindly grade the student as per his/her overall performance in the office during the assessment month; which will be converted to the allotted 40 marks by the department.

Description of works	Excellent	Good	Fair	Poor	NA
Understanding of office culture	✓				
Skillsets related to project management	✓				
Design Management		✓			
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Observation during Site Visits	✓				
Understanding of construction details	✓				
Understanding of Construction sequences		✓			
Site Supervision / Discussion with clients		✓			
Adherence to Time schedule	✓				
Quantitative aptitude		✓			
Documentation skills		✓			
Coordination with other consultants	✓				

Overall Grading*

(A – 8.0, B – 7.0, C – 6.0, D – 5.5, E – 5.0, F – <5)

7. Any other Remarks :

8. Signature of the
Head of the Office /
Organization (With Seal)

[Signature]
Urban Slab
Chennai

WORK DIARY

(Annexure -VIII)

DAY	PROJECT NAME	WORK DONE	DAY	PROJECT NAME	WORK DONE
1	T. Nagar. office space.	Scheduling	16	Uma Residence, Poramallee	Site inspection.
2	T. Nagar, office space.	Scheduling	17	Uma residence Poramallee	Site inspection.
3	T. Nagar office space.	Scheduling	18	Uma residence, Poramallee	Material Analysis.
4	T. Nagar office space.	Scheduling	19	Uma residence Poramallee	Material Analysis.
5	T. Nagar, office space.	Scheduling	20	Uma residence Poramallee	Site inspection.
6	Navin Residency	Site inspection.	21	Uma residence Poramallee	Site inspection.
7	Mr. Navin Residency	Site inspection.	22	Uma residence Poramallee	Site inspection.
8	Mr. Navin Residency.	Site inspection.	23	Uma residence Poramallee	Site inspection.
9	Mr. Navin Residency	Site inspection.	24	Uma residence Poramallee	Site inspection.
10	Navin Residency	Site inspection.	25	Mylapore office space	Scheduling
11	Navin Residency	Material Analysis.	26	Mylapore, office space	Scheduling
12	Navin Residency	Site inspection.	27	Mylapore, office space	Scheduling
13	Navin Residency	Site inspection.	28	Mylapore, office space	Scheduling
14	Navin Residency	Site inspection.	29	Mylapore, office space	Scheduling
15	Navin Residency	Site inspection.	30	Mylapore, office space	Scheduling

Chief Architect Signature:

Office seal:



Consolidated Certificate (Experience)

Annexure – IX



Urban **Slab**

To

20.01.2021

The Head of the Department
Department of Architecture, School of Building & Environment
Sathyabama Institute of Science and Technology
Rajiv Gandhi Salai, Jeppiaar Nagar.
Chennai-600 119, Tamil Nadu.

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During his tenure as a trainee with us we found him to be diligent, intelli-
gent and hard work. We wish him all the best and success for the future
endeavors.

He has been relieved from all his services as per the rule of the company.

Thanking you

Sincerely

Ar. Immanuel
Principal Architect,
Urban Slab, Chennai- 40



INTRODUCTION

ABOUT THE FIRM:

URBAN SLAB is a design based Firm in Chennai, Tamil Nadu. VIVIBE offers varied services on different platforms.

IDEALOGY THE FIRM:

- Social relationship enhancement
- Creativity
- Execution
- Thinner – Lighter – Economical
- Affordability without compromising comfort
- Positivity - Inter and Intra company
- Create and spread Energy
- Equality and Diversity

OBJECTIVES OF PROFFESIONAL TRAINING:

The main objectives of the professional training is

- To understand the role of project management in construction industry
- Contributions of the firm to the project
- To explore the core areas of Building services and management
- To learn about the business side of the things

SECTORS OF OPERATION

- **Operations and Allied services**
 - Project Management
 - Business Development
- **Architectural and Allied services**
 - General Architecture
 - Landscape Architecture
 - Interior Design
 - Environmental Solution

REASON FOR SELECTING VIVIBE

Vivibe is a start-up company branched from a pure architectural firm I.e. one of the leading organizations in Chennai dealing with Residential, Non- residential and Industrial projects. The firm also deals with project management in the respected projects. Rather than looking at the services provided by the firm as a simple building or service, it is viewed as a product that has to reach and impact people's lives for betterment of their overall quality of life.

The firm is run from a businessman's perspective, thus everything that is done has to bring in profit yet the quality of standard set by the organization has to be maintained.

PROJECT – 1
T NAGAR , OFFICE SPACE, CHENNAI

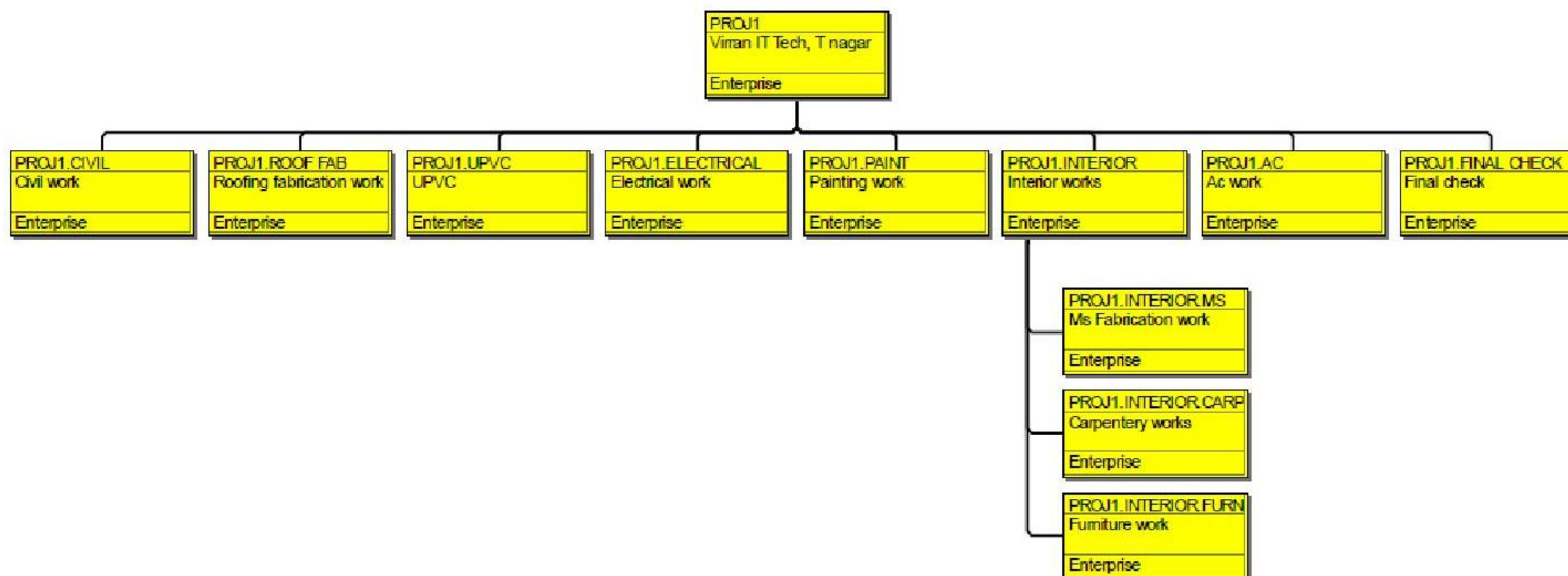
DESCRIPTION

They deals with both design and execution

SCOPE OF WORK

- Design
- Preparation of Schedule
- Site inspection
- Vendor management

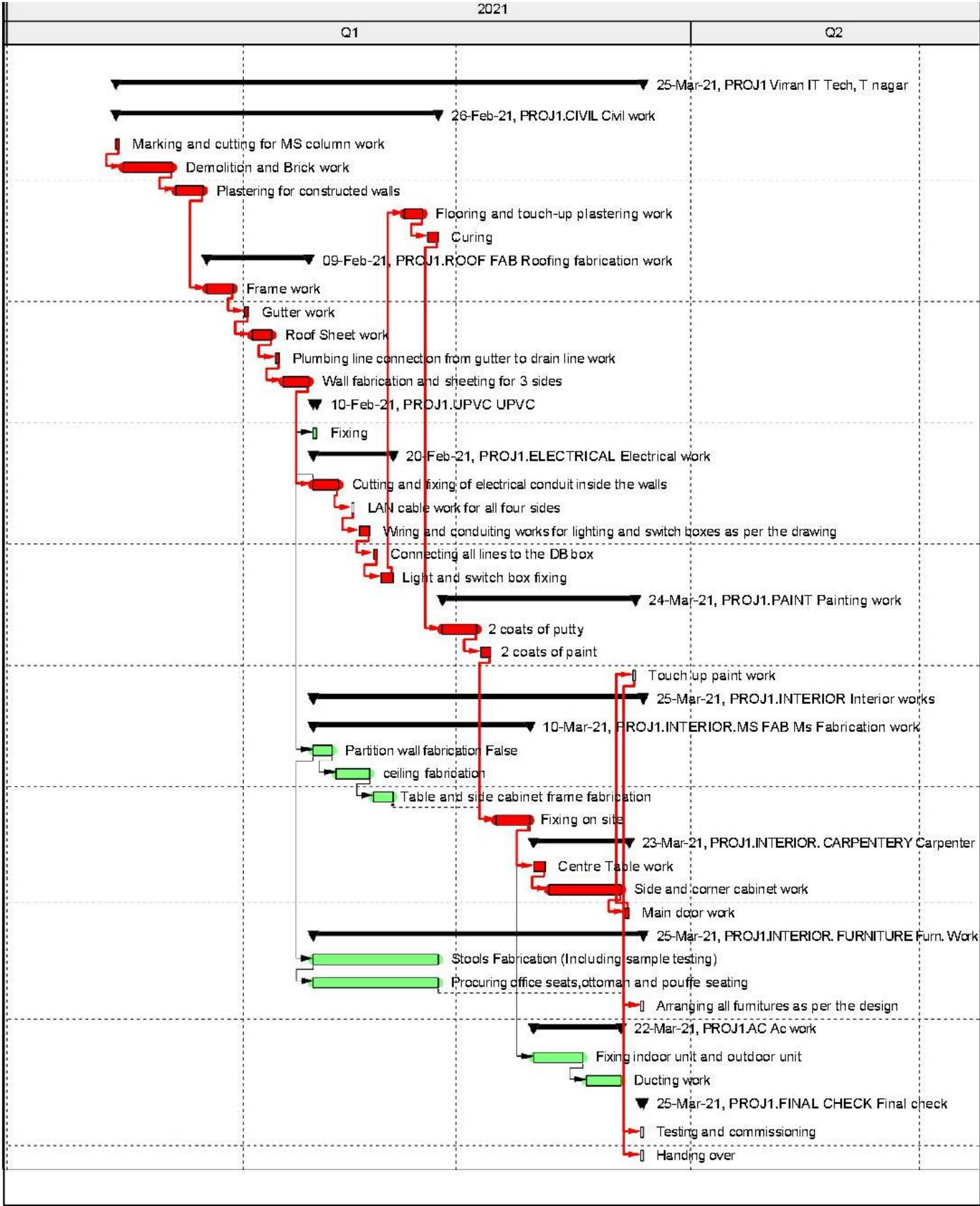
Scheduling



			17-Dec-20 17:21																
WBS Code	WBS Name	Total Activities	January 2021				February 2021				March 2021				April 2021				May 2021
			03	10	17	24	31	07	14	21	28	07	14	21	28	04	11	18	25
PROJ1	Virran IT Tech, Tnagar	33																	
PROJ1.CIVIL	Civil work	5																	
PROJ1.ROOF FAB	Roofing fabrication work	5																	
PROJ1.UPVC	UPVC	1																	
PROJ1.ELECTRICAL	Electrical work	5																	
PROJ1.PAINT	Painting work	3																	
PROJ1.INTERIOR	Interior works	10																	
PROJ1.INTERIOR. Ms	Fabrication work	4																	
PROJ1.INTERIOR. Carpentry	works	3																	
PROJ1.INTERIOR. Furniture	work	3																	
PROJ1.AC	Ac work	2																	
PROJ1.FINAL CHECK	Final check	2																	

Scheduling

Activity ID	Activity Name	Original Duration	Remaining Duration	Schedule % Complete	Start	Finish	Total Float
PROJ1 Virran IT Tech, T nagar		60	60	0%	15-Jan-21	25-Mar-21	0
PROJ1.CIVIL Civil work		37	37	0%	15-Jan-21	26-Feb-21	0
CV0001	Marking and cutting for ms column work	1	1	0%	15-Jan-21	15-Jan-21	0
CV0002	Demolition and Brick work	6	6	0%	16-Jan-21	22-Jan-21	0
CV0003	Plastering for constructed walls	3	3	0%	23-Jan-21	26-Jan-21	0
CV0004	Flooring and touch up plastering work	3	3	0%	22-Feb-21	24-Feb-21	0
CV0005	Curing	2	2	0%	25-Feb-21	26-Feb-21	0
PROJ1.ROOF FAB Roofing fabrication work		12	12	0%	27-Jan-21	09-Feb-21	0
RF0001	Frame work	4	4	0%	27-Jan-21	30-Jan-21	0
RF0002	Guttering work	1	1	0%	01-Feb-21	01-Feb-21	0
RF0003	Roof Sheet work	3	3	0%	02-Feb-21	04-Feb-21	0
RF0004	Plumbing line connection from gutter to drain line w	1	1	0%	05-Feb-21	05-Feb-21	0
RF0005	Wall fabrication and sheeting for 3 sides	3	3	0%	06-Feb-21	09-Feb-21	0
PROJ1.UPVC UPVC		1	1	0%	10-Feb-21	10-Feb-21	37
VD0001	Fixing	1	1	0%	10-Feb-21	10-Feb-21	37
PROJ1.ELECTRICAL Electrical work		10	10	0%	10-Feb-21	20-Feb-21	0
EL0001	Cutting and fixing of electrical conduit inside the wa	4	4	0%	10-Feb-21	13-Feb-21	0
EL0002	LAN cable work for all four sides	1	1	0%	15-Feb-21	15-Feb-21	0
EL0003	Wiring and conduiting works for lighting and switch	2	2	0%	16-Feb-21	17-Feb-21	0
EL0004	Connecting all lines to the DB box	1	1	0%	18-Feb-21	18-Feb-21	0
EL0005	Light and switch box fixing	2	2	0%	19-Feb-21	20-Feb-21	0
PROJ1.PAINT Painting work		22	22	0%	27-Feb-21	24-Mar-21	0
PT0001	2 coats of putty	4	4	0%	27-Feb-21	03-Mar-21	0
PT0002	2 coats of paint	2	2	0%	04-Mar-21	05-Mar-21	0
PT0003	Touch up paint work	1	1	0%	24-Mar-21	24-Mar-21	0
PROJ1.INTERIOR Interior works		38	38	0%	10-Feb-21	25-Mar-21	0
PROJ1.INTERIOR.MS FAB Ms Fabrication work		25	25	0%	10-Feb-21	10-Mar-21	0
MSF0001	Partition wall fabrication	3	3	0%	10-Feb-21	12-Feb-21	11
MSF0002	False ceiling fabrication	4	4	0%	13-Feb-21	17-Feb-21	11
MSF0003	Table and side cabinet frame fabrication	3	3	0%	18-Feb-21	20-Feb-21	11
MSF0004	Fixing on site	4	4	0%	06-Mar-21	10-Mar-21	0
PROJ1.INTERIOR.CARPENTRY Carpentry works		11	11	0%	11-Mar-21	23-Mar-21	0
CAR0001	Centre Table work	2	2	0%	11-Mar-21	12-Mar-21	0
CAR0002	Side and corner cabinet work	8	8	0%	13-Mar-21	22-Mar-21	0
CAR0003	Main door work	1	1	0%	23-Mar-21	23-Mar-21	0
PROJ1.INTERIOR.FURNITURE Furniture work		38	38	0%	10-Feb-21	25-Mar-21	0
FR0001	Stools Fabrication (Including sample testing)	15	15	0%	10-Feb-21	26-Feb-21	22
FR0002	Procuring office seats,ottoman and pouffe seating	15	15	0%	10-Feb-21	26-Feb-21	22
FR0003	Arranging all furnitures as perthe design	1	1	0%	25-Mar-21	25-Mar-21	0
PROJ1.AC Ac work		10	10	0%	11-Mar-21	22-Mar-21	3
AC0001	Fixing indoor unit and outdoor unit	6	6	0%	11-Mar-21	17-Mar-21	3
AC0002	Ducting work	4	4	0%	18-Mar-21	22-Mar-21	3
PROJ1.FINAL CHECK Final check		1	1	0%	25-Mar-21	25-Mar-21	0
FC0001	Testing and commissioning	1	1	0%	25-Mar-21	25-Mar-21	0
FC0002	Handing over	1	1	0%	25-Mar-21	25-Mar-21	0



PROJECT – 2

NAVEEN RESIDENCE, POONAMALLEE

DESCRIPTION

They deals with both design and execution

SCOPE OF WORK

- Design
- Preparation of Schedule
- Site inspection
- Vendor management
- Material procurement

Site photos



PROJECT – 3

UMA RESIDENCE, POONAMALLEE

DESCRIPTION

They deals with both design and execution

SCOPE OF WORK

- Design
- Preparation of Schedule
- Site inspection
- Vendor management
- Material procurement

Site photos



PROJECT – 4
MYLAPORE,OFFICE SPACE, POONAMALLEE

DESCRIPTION

They deals with both design and execution

SCOPE OF WORK

- Design
- Preparation of Schedule
- Site inspection
- Vendor management
- Material procurement

Scheduling

ID	 Task Mode	Task Name	Duration	Start	Finish	Predecessors	2019				2020				2021		
							Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3
1		Mylapore office space	57 days	Wed 03-02-21	Fri 09-04-21												
2		Office work	54 days	Wed 03-02-21	Tue 06-04-21												
3		Carpentry work	31 days	Wed 03-02-21	Wed 10-03-21												
4		Wall Paneling work	9 days	Wed 03-02-21	Fri 12-02-21												
5		Placing plywood as per the site condition on walls	6 days	Wed 03-02-21	Tue 09-02-21												
6		Fixing selected veneer sheet as per the site condition	3 days	Wed 10-02-21	Fri 12-02-21	5											
7		Boxing work	15 days	Wed 10-02-21	Fri 26-02-21	5											
8		Pantry/Storage boxing work	4 days	Wed 10-02-21	Sat 13-02-21	5											
9		Back storage area as per the design	6 days	Mon 15-02-21	Sat 20-02-21	8											
10		All bottom cabinet work	6 days	Mon 15-02-21	Sat 20-02-21	8											
11		All top cabinet work	5 days	Mon 22-02-21	Fri 26-02-21	9											
12		Shuttering work	7 days	Mon 22-02-21	Mon 01-03-21	9											
13		Final measurements of shutters after boxing work	1 day	Mon 22-02-21	Mon 22-02-21												
14		Factory work for all shutters	7 days	Mon 22-02-21	Mon 01-03-21												
15		Fixing of all shuttering work	4 days	Tue 23-02-21	Fri 26-02-21	13											
16		Fixing of accessories (handrails, hinges)	2 days	Tue 23-02-21	Wed 24-02-21	13											
17		Beading works	4 days	Thu 25-02-21	Mon 01-03-21	16											
18		Half rounded beading as per the design	2 days	Thu 25-02-21	Fri 26-02-21	16											
19		Plain beading as per the design	2 days	Sat 27-02-21	Mon 01-03-21	11											
20		Main table work	8 days	Tue 02-03-21	Wed 10-03-21												
21		Table frame work	3 days	Tue 02-03-21	Thu 04-03-21	19											
22		Table boxing work for drew	2 days	Fri 05-03-21	Sat 06-03-21	21											
23		Closing 3 sides of the table with plywood veneer finish	2 days	Mon 08-03-21	Tue 09-03-21	22											
24		Table beading work as per the design	1 day	Wed 10-03-21	Wed 10-03-21	23											
25		Painting work	8 days	Wed 17-03-21	Thu 25-03-21												
26		Internal painting	8 days	Wed 17-03-21	Thu 25-03-21												
27		Touch putty work	2 days	Wed 17-03-21	Thu 18-03-21	32											
28		Cleaning of wall for painting	1 day	Fri 19-03-21	Fri 19-03-21	27											
29		2 coats of paint as per the client selection	5 days	Sat 20-03-21	Thu 25-03-21	28											
30		False Ceiling work	5 days	Thu 11-03-21	Tue 16-03-21												
31		channeling work for support	2 days	Thu 11-03-21	Fri 12-03-21	24											
32		False Ceiling work	3 days	Sat 13-03-21	Tue 16-03-21	31											
33		Polising work	5 days	Fri 26-03-21	Wed 31-03-21												
34		Polising work for all venner surfaces	5 days	Fri 26-03-21	Wed 31-03-21	29											
35		Electrical work	10 days	Fri 26-03-21	Tue 06-04-21												
36		Electrician inspection	1 day	Fri 26-03-21	Fri 26-03-21	29											
37		Fall ceiling wiring work	2 days	Thu 01-04-21	Fri 02-04-21	34											
38		Fixing of electrical fixtures	1 day	Sat 03-04-21	Sat 03-04-21	37											
39		Electrical work for all wood works	2 days	Sat 03-04-21	Mon 05-04-21	37											
40		Refixting the applilances as per the client requirments	1 day	Tue 06-04-21	Tue 06-04-21	39											
41		CLOSURE	3 days	Wed 07-04-21	Fri 09-04-21												

Project: C:\Users\DELL\Desktop
Date: Sat 30-01-21

Task

Split

Milestone

Summary

Project Summary

Inactive Task

Inactive Milestone

Inactive Summary

Manual Task

Duration-only

Manual Summary Rollup

Manual Summary

Start-only

Finish-only

External Tasks

External Milestone

Deadline

Progress

Manual Progress

Page 1

CONCLUSION

The training program helped us in understating the initial and final stage procedures of a project. Especially it helped us to learn about Business Development, Marketing for a firm (How to portray Yourself, Handling of social media for a company's business profile) other than building management. Overall it helps us to know more about the field of project management.