

## Submission for Assessment as a Certified Professional Cost Engineer

Accredited by ICEC (the International Cost Engineering Council) in April 2012

### Practice Paper Brief

#### 1. Aim

The aim of the Practice Paper is to provide evidence of the applicant's intellectual abilities in relation to a cost engineering topic in Manufacture or Projects (Estimating, Cost Engineering, Planning, Commercial Support or Project Control). The Practice Paper requires an in-depth study of an aspect of cost engineering, estimating, Planning, Risk or the related commercial support skills.

#### 2. Objectives

The objectives of the Practice Paper are for applicants to:

- a) Demonstrate the ability to undertake, manage and produce a substantial analytical/evaluative paper.
- b) Undertake extended study and research into a topic in both depth and breadth.
- c) Critically analyse and evaluate data and information
- d) Integrate and synthesis data and information.
- e) Develop conclusions, formulate alternatives and make recommendations.
- f) Communicate effectively in written English

The Paper must demonstrate an in-depth understanding of the topic, supported by wide ranging study, evidenced by appropriate referencing. The applicant's ability to analyse information and data, to organise and synthesise it into a coherent paper will form part of the assessment.

The Practice Paper is not intended to be original research, although it does not exclude this, however it is intended that the Paper will be an original, personal use of existing information.

The paper must not be a purely descriptive piece of work, it is intended that applicant's will demonstrate their abilities to select, discriminate, evaluate and use information.

#### 3. Practice Paper

This paper will be in support of the route to CPCostE accreditation

The paper should be a minimum of **5000** and a maximum of **8000** words in length depending on the topic and the balance between the planned practical and academic content. The word length excluding diagrams, figures, tables and appendices. It must be word processed 12pt, double spaced with an appropriate cover sheet and suitably bound. It must be fully referenced using the Harvard system.

## 4. Procedure

Applicants will select a topic of their own choice. The topic must be one that is related to at least one aspect of Cost Engineering, Estimating, Planning, Project Control, Risk, or related commercial support skills, and is subject to approval by the Accreditation Board.

Applicants are required to submit within two months following receipt of their level pack requirements, an outline of their intended Paper for approval by the Accreditation Board. The Accreditation Board will consider the suitability of the chosen topic and will advise the applicant in writing as to its suitability. The outline must include the title and aim of the study, together with a brief outline of the paper, which should not exceed **300** words.

Applicants are advised not to continue with the Paper until they receive approval and a submission date from the Accreditation Board for the outline that has been submitted.

Once approval to proceed with the Practice Paper has been received, applicants should produce the paper as outlined in their outline submission. Applicants who wish to amend their intended subject must obtain the approval of the Accreditation Board. The Certification Board will not accept a Practice Paper that differs from the outline approved by the Accreditation Board.

## 5. Submission

Applicants must submit three [3] copies of their Practice Paper to the Accreditation Board before the submission date agreed with the Accreditation Board. Where candidates are unable to meet the submission date, an extension of time can be granted upon written application to the Accreditation Board. Such application should be received **before** the original submission date.