

## Frontline Project Management ® Hybrid Program

*Defining and delivering successful Installation Projects are getting more critical for Systems Integrators.*

*Losing \$1,000 on one project will cost you a \$59,000 project to make up.*

### Program Overview

Our unique Certification Program stands out among other Project Management training programs. Offered in a Hybrid Model, much of the study is conducted online in a self-paced format. After passing an examination, Participants will then join industry expert Nadim Sawaya in a live online webinar to cover advanced topics in a workshop format.

### Program Details

This certification program is specifically designed for the Systems Industry. It empowers project managers to deliver successful projects consistently. The program teaches participants how to navigate the “Construction Game” like General and/or Electrical Contractors.

### Flexible Training

The biggest challenge for Systems Integrators is taking Project Managers away from their regular job duties for training. *Our Program format allows project managers to complete most of the content (Part A) at their own pace online, followed by a 4-hour virtual instructor-led workshop (Part B).*

**Audience:** *Project Managers and Project Leads. Sales Executives and Estimators will benefit from taking this course.*

## Program Content

### A) Self Paced (eLearning) (8-10 hours):

#### Module 1: Project Team Design

- Project Manager Role and Responsibilities
- Project Team Role and Responsibilities
- Project Team Key Duties
- Organizing the Project Team (RACI)

#### Module 2: Project Defining Phase

- Organizing the Project and Field Binders
- Review the project documents.
- Interview the Sales Exec and Customer
- Validate the project Block Diagram and Scope
- Understand the Contract Terms (Payment Terms....)
- Conduct the Project Kick-off Meeting(s)

#### Module 3: Project Planning Phase

- Prepare a Preliminary Milestones Schedule
- Develop the detailed Project Schedule
- Define the Critical Path Method (CPM)
- Conduct the Project Cost Re-Estimate
- Plan and schedule the Project Resources

#### Module 4: Project Implementation Phase

- Control the Project Tasks.
- Project Documentation and Communication
- Resources Procurement and Acquisition
- Field work and Subcontractors Management
- Project Quality Control and Job Safety

#### Module 5: Project Closing Phase

- Customer Training
- Systems Testing and Acceptance
- As-builts Documentation
- Customer Acceptance (COC)
- Warranty Initiation and Support Plans

### B) Instructor-Led Virtual Workshop (4 hours):

#### Module 1: The Business Side of Projects

- Overview of the Financial Statements
- Project Costs, and Labor Burden Rates
- Project Costs Estimating
- Gross Margins vs. Markups
- Change Orders Fundamentals and Management
- Project Negative and Positive Slips
- Project SOV and Cash Flow Management
- Project Revenue Forecast and Retro-Revenue
- Project Key Performance Metrics

#### Module 2: The Contractual Side of Projects

- Construction Contracts Elements
- Contracts Methods and Types
- General and Special Conditions
- Project Risks Management

**Fees: \$650. Group discounts are available.**