



# PROJECT MANAGEMENT

*for the Architectural, Engineering and Construction Industry*

This one-day course will discuss tools to help you understand your clients' needs and deliver projects on time and on budget using techniques recognized worldwide by the PMBOK (Project Management Block of Knowledge)! If you are managing construction projects of any size, this crash course in Project Management is exactly what you need!

## **Who will attend:**

- Young professionals learning how projects are conceptualized and successfully closed
- Owners who are looking to improve their techniques managing their construction projects
- Architects and Engineers who are acting on behalf of Owners and working with them to fulfil the demands of projects.

## **By the end of the course, participants will be able to**

- Define projects, project management, and project managers
- Identify the importance of the PMBOK and the Project Management Institute (PMI)
- Identify the five process groups as defined by the PMI
- Perform a project needs assessment and write goals, requirements, and deliverables
- Create key project documents, including the statement of work, project planning worksheet, and project charter
- Develop project planning documents: a schedule, risk management plan, and communication plan
- Monitor and maintain the project

Located at the Double Tree by Hilton  
1975 Broad St, Regina, SK  
June 17, 2015  
9:00 – 3:00  
BBQ Lunch provided  
Course Fee \$400

To register please contact [vicepresident@ashraeregina.org](mailto:vicepresident@ashraeregina.org)

**REGISTER BY** JUNE 12, 2015  
**SPACE IS LIMITED AND WILL FILL UP FAST**

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