

Project Management for Engineers

Streamlining your engineering projects with winning project management techniques for ultimate achievement of objectives

Johannesburg, South Africa

7th & 8th October 2010

This is an ECSA CPD validated course. Attendance and participation in the course will earn you 2 CPD points. Validation reference: SAICEproj10/00702/13

PMI SA members are entitled to accreditation points upon attending this event (12 points per day).

“All project managers face problems on Monday mornings – **good project managers are working on next Monday’s problems.**”

Project Management Proverb

Every project inevitably runs into delays caused by cost, risk management and resource planning issues. Good project management is thus no longer a privilege but a necessity. Through effective mastering of project management skills, engineers can move forward with greater confidence.



Your workshop facilitator

Norman Freeman Project Management Professional
NF Projects

Norman Anthony Freeman is currently a Project Management Professional (PMP) and Registered Engineering Technician. He is a member of the Project Management Institute of South Africa (PMISA) and is registered with the Engineering Council of South Africa (ECSA).

With his extensive experience in project and construction management and recognised people skills in conveying the passion for this profession, is involved in the facilitation services for Classic Seminars which is a consultancy firm specialising in training project managers and other professionals for over a decade, both in South Africa and abroad. His wealth of knowledge and experience gained as a project management professional coupled with his engineering expertise ensures that he will deliver an interactive and hands on training course.

Workshop Requirement:
Delegates are required to bring along a basic calculator

marcus evans has received Provisional Accreditation from the Services SETA. SETQAA Decision Number 0528/14/04/05.

Attend this informative workshop and gain practical insight into:

- **Mastering** the foundational project management concepts of project management
- **Addressing** the project management process through initiation, planning, execution, control and closure
- **Preparing** an effective scope statement to help the rest of the project flow along with minimal problems
- **Addressing** the work structure (WBS) and the back bone of planning and roadmap to your project
- **Acknowledging** project execution and control to develop the product or service that the project is meant to deliver
- **Highlighting** project closure and the necessary step needed to close the project quickly and efficiently
- **Introducing** the nine knowledge areas of the PMBOK (Project Management Body of Knowledge)
- **Mastering** the art of effective costing and budgeting
- **Identifying** risk management to ensure success of a project

marcus evans training courses include the following benefits:

- Pre-course questionnaires to identify your specific training needs
- An in-depth tailored programme to address market concerns
- Diverse, real-life case studies
- The highest standard of dynamic trainers with cross industry experience
- Comprehensive and detailed course documentation
- Interactive discussions and breakaway sessions
- Practical exercises

Endorser



Project Management for Engineers

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Authorisation

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Fees

(per delegate - Please indicate your choice & complete the Authorisation Section)

Professional Training @ R 11 995-00 + VAT / Withholding TAX

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Payment is required within 5 working days.

Fees include refreshments, luncheons and programme material and a service charge of 24% VAT (where applicable) is levied at rate of 14%. Withholding Tax is levied at the prevailing rate.

Indemnity: Should for any reason outside the control of **marcus evans** conferences, the venue or speakers change, or the event be cancelled due to an act of terrorism, extreme weather conditions or industrial action, **marcus evans** conferences shall endeavour to reschedule but the client hereby indemnifies and holds **marcus evans** conferences harmless from and against any and all costs, damages and expenses, including attorneys fees, which are incurred by the client. The construction, validity and performance of this Agreement shall be governed in all respects by the laws of South Africa to the exclusive jurisdiction of whose Courts the Parties hereby agree to submit.

Any learning intervention offered by marcus evans SA (Pty) Ltd. Will be subject to the following disclaimer:

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Code: PMI-SA

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Contact Marketing at **marcus evans**

Tel: +603 2723 6736

Fax: +603 2723 6699

Email: estherw@marcusevanskl.com

Date: 7th & 8th October 2010

Venue: Johannesburg, South Africa

marcus evans

CP 21 Suite 2101, Level 21 Central Plaza
34 Jalan Sultan Ismail, 50250 Kuala Lumpur
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www.marcusevans.com

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Terms & Conditions

1. Fees are inclusive of programme materials and refreshments.

2. Payment Terms: Following completion and return of the registration form, full payment is required within 5 days from receipt of invoice. PLEASE NOTE: payment must be received prior to the conference date. A receipt will be issued on payment. Due to limited conference space, we advise early registration to avoid disappointment. A 50% cancellation fee will be charged under the terms outlined below. We reserve the right to refuse admission if payment is not received on time.

3. Cancellation/Substitution: Provided the total fee has been paid, substitutions at no extra charge up to 14 days before the event are allowed. Substitutions between 14 days and the date of the event will be allowed subject to an administration fee of equal to 10% of the total fee that is to be transferred. Otherwise all bookings carry a 50% cancellation liability immediately after a signed sales contract has been received by **marcus evans** (as defined above). Cancellations must be received in writing by mail or fax six (6) weeks before the conference is to be held in order to obtain a full credit for any future **marcus evans** conference. Thereafter, the full conference fee is payable and is non-refundable. The service charge is completely non-refundable and non-creditable. Payment terms are five days and payment must be made prior to the start of the conference. Non-payment or non-attendance does not constitute cancellation. By signing this contract, the client agrees that in case of dispute or cancellation of this contract that **marcus evans** will not be able to mitigate its losses for any less than 50% of the total contract value. If, for any reason, **marcus evans** decides to cancel or postpone this conference, **marcus evans** is not responsible for covering airfare, hotel, or other travel costs incurred by clients. The conference fee will not be refunded, but can be credited to a future conference. Event programme content is subject to change without notice.

4. Copyright etc: All intellectual property rights in all materials produced or distributed by **marcus evans** in connection with this event is expressly reserved and any unauthorized duplication, publication or distribution is prohibited.

5. Client information is kept on **marcus evans** group companies database and used by **marcus evans** group companies to assist in providing selected products and services which maybe of interest to the Client and which will be communicated by letter, phone, fax, (inc. automatic dialling) email or other electronic means. If you do not want **marcus evans** to do this please tick this box []. For training and security purposes telephone calls maybe recorded.

6. Important note: While every reasonable effort will be made to adhere to the advertised package, **marcus evans** reserves the right to change event dates, sites or location or omit event features, or merge the event with another event, as it deems necessary without penalty and in such situations no refunds, part refunds or alternative offers shall be made. In the event that **marcus evans** permanently cancels the event for any reason whatsoever, (including, but not limited to any force majeure occurrence) and provided that the event is not postponed to a later date nor is merged with another event, the Client shall receive a credit note for the amount that the Client has paid to such permanently cancelled event, valid for up to one year to be used at another **marcus evans** event. No refunds, part refunds or alternative offers shall be made.

7. Governing law: This Agreement shall be governed and construed in accordance with the law of South Africa and the parties submit to the exclusive jurisdiction of the South African Courts in Johannesburg. However **marcus evans** only is entitled to waive this right and submit to the jurisdiction of the courts in which the Client's office is located.

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