

**Course Material:**

As soon as registration is received, the attendee will be sent a copy of *Skills & Knowledge of Cost Engineering, 5th edition* and the *Certification Study Guide, 3rd edition*. You should bring both of these books to the course. Also, bring a calculator with exponent and logarithm functions. A financial calculator is useful but not required.

If possible, attendees should read and workout some problems from the text to become relatively comfortable with the contents of these books. A review of college algebra, such as logarithms and exponents is recommended.

**Knowledge Areas:**

This course will primarily address those areas where numerical problem solving is of important consideration. The expectation is that professionals who do not routinely solve such problems will find that review to be more worthwhile. **These primary areas will include engineering economics, estimating, scheduling, and related subjects.**

**3-Day Course Outline:**

<u>Times</u>		<u>Agenda / Instruction Material Covered</u>
<b><u>Day 1</u></b>		
08:00 AM	08:30 AM	Course Introduction / Certification Process & Requirements
08:30 AM	09:15 AM	Required Skills and Knowledge
09:15 AM	10:00 AM	Elements of Cost
10:00 AM	10:15 AM	Break – Refreshments Provided
10:15 AM	11:00 PM	Capital Cost Estimating & Data Sources
11:00 AM	12:00 PM	Project Management
12:00 PM	01:00 PM	Lunch – Buffet Provided
01:00 PM	02:00 PM	Preplanning
02:00 PM	02:15 PM	Break – Refreshments Provided
02:15 PM	03:30 PM	Planning & Scheduling
03:30 PM	04:30 PM	Workshop-1 (PDRI)
04:30 PM		Adjourn Day 1
<b><u>Day 2</u></b>		
08:00 AM	08:30 AM	Engineering Economics
08:30 AM	09:15 AM	Present/Future Worth Analysis
09:15 AM	10:00 AM	Comparing Economic Alternatives
10:00 AM	10:15 AM	Break – Refreshments Provided
10:15 AM	11:00 AM	Depreciation
11:00AM	12:00 PM	Cost Management
12:00 PM	01:00 PM	Lunch – Buffet Provided
01:00 PM	02:00 PM	Cost Control and Forecasting
02:00 PM	02:15 PM	Break – Refreshments Provided
02:15 PM	03:30 PM	Productivity Adjustments
03:30 PM	04:30 PM	Workshop-2 (Earned Value)
4:30 PM		Adjourn Day 2
<b><u>Day 3</u></b>		
08:00 AM	08:30 AM	Behavioral Science & Organizational Management
08:30 AM	09:15 AM	Value Engineering
09:15 AM	10:00 AM	Equipment Purchase, Lease, and Rental
10:00 AM	10:15 AM	Break – Refreshments Provided
10:15 AM	11:00 AM	Probability and Statistics
11:00AM	12:00 PM	Optimization
12:00 PM	01:00 PM	<b>WORKING LUNCH: Technical Paper Writing – Presented by Roger Stutz -- Buffet Provided</b>
01:00 PM	02:00 PM	Constructability
02:00 PM	02:15 PM	Break – Refreshments Provided
02:15 PM	03:30 PM	Risk Management
03:30 PM	04:30 PM	Workshop-3 (Risk Management)
4:30 PM		Adjourn Day 3