The Project Leadership Series℠

Contracting for the Project Leader
July 28, 2008

The Contracting for the Project Leader seminar is a half-day, instructor-facilitated, seminar session designed to introduce attendees to better practices, processes, and techniques that will help the project management practitioner identify, evaluate, monitor, and control external resources.

Subject Matter

In today’s business environment, project delivery organizations must deal with inherent resource constraints (e.g., resource availability, limited skill). As a result, organizations must look to external sources to support the project effort. Contracting with outside vendors and providers is the most common mechanism for fulfilling these needs.

This seminar introduces participants to the sourcing and procurement processes as they relate to project management. The perspective will be from the “buyer” of project support services. This session explores the needs assessment, contract requirements, contract types, management and control mechanisms, and lessons learned in project contracting.

During the seminar, participants will learn about:

- Contract Essentials
- Types of Contracts
- Considerations and Strategies
- Standard Procurement Processes
- Contract Monitoring and Control
- Potential Contract Pitfalls

Recommended Attendees

This seminar will benefit any key project stakeholder that deals engages external resources (consultants, contractors, vendors, etc.) to help deliver projects.

Participants Will Receive

- Comprehensive Student Guide
- Standard Project Management Templates in Electronic Format
- Certificate of Participation
- 4 PDUs or Contact Hours / .4 CEUs

What Previous Attendees Have Said:

“A timely seminar. Many of my projects deal with vendors and this will help.”
“Gave me great insight into the procurement and sourcing processes for projects.”
“I’m now more aware of potential contract pitfalls related to my projects.”

All Tanden LLC instructors are certified Project Management Professionals (PMP®) with many years of hands-on project leadership experience in a multitude of industries.
Earn your
Elon University Executive Education
Certificate in Project Leadership
By completing 4 courses* within 2 years

Core Courses:
Essentials of Project Management
Advanced and Applied Project Management

Elective Courses:
Project Risk Management
Leadership Skills for the Project Professional
Project Portfolio Management
Leading the Project Management Office (PMO)
PMP® Certification Exam Preparation

Seminars:
Project Management Executive Seminar
Risk Management in the Project Environment
Communication for Virtual Project Teams
Contracting for the Project Leader
Managing Multiple Projects

* Three seminars may be substituted to satisfy one elective course requirement.

Register for: Contracting for the Project Leader
Dates: July 28, 2008, 1:00 p.m. - 5:00 p.m.
Registration Fee: $295 | Team: $265 for each additional registration - same organization
Early Bird Discount: Register for only $265 on or before June 30, 2008 - SAVE $30

The deadline to register is July 14, 2008.
Please make checks payable to Elon University - ExecEd.