PSMJ | Resources, Inc.®

Brought to you in conjunction with:

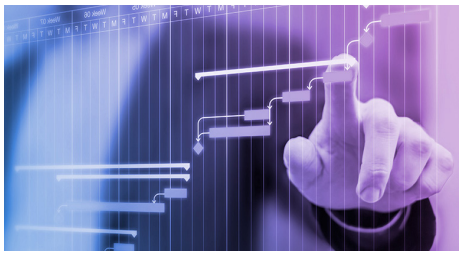
ACEC OKLAHOMA
American Council of Engineering Companies

A/E/C PROJECT MANAGEMENT BOOTCAMP®

February 11-12, 2025 | Tulsa, OK







The two-day workshop **GUARANTEED** to give you proven skills to improve project delivery, financial performance, and client satisfaction:

- **Master the 11 must-use parts of an ironclad project schedule**
- **Avoid the 5 budget busters that put projects in a financial hole**
- **Negotiate win-win subcontractor agreements**
- **Seize opportunities for new revenue through upselling and cross-selling**
- **Learn the PM "wow!" factors that turn clients into evangelists for your firm**
- **Spot—and fix—issues before they become major problems**
- **AND SO MUCH MORE!**

"Best professional development course I have taken in my career! I will implement PM Change with great enthusiasm."

Blair Shoniker / **AECOM**

www.ACECOK.ORG

10 REASONS NOT TO MISS THIS BOOTCAMP

1. **Four proven ways to create a project management budget that will withstand the toughest scrutiny**
2. **The 29 A/E/C contract terms every successful PM understands**
3. **Five metrics smart PMs know to request from accounting, and how use them to make better decisions**
4. **How to make every client interaction an opportunity to position and brand your firm—and drive more referrals**
5. **Step-by-step instructions for maintaining your sanity—and meeting deadlines—when managing multiple projects**
6. **Scheduling secrets to keep everyone, from subs, clients to principals, happy**
7. **Three project elements you aren't monitoring now—but should be**
8. **How to implement a QC/QA program that eliminates common failure points**
9. **Red-flag metrics that give early warning on cost and schedule bumps ahead**
10. **Satisfaction Guarantee: If you disagree with the 42,000+ PMs who have participated in this program—and awarded it 4.8 out of 5 stars (average ranking)—we'll immediately refund your entire registration fee.**

BONUS REASON:

You get dozens of real-world strategies guaranteed to take your firm to new levels of revenue, profit, and client satisfaction.

YOUR COACH



Emily Tilgner

Emily has a passion for making complex ideas simple and easy to integrate as well as bringing efficiency into her organizations.

Her experience draws from a background in engineering design leading to working in construction and commissioning – this experience has given her insight into all sides of the industry and how to approach projects holistically to create a successful product and process. With nearly 20 years of experience in the A/E/C industry, she has gained insight into how to plan projects, manage design, costs and construction, collaboratively work with all project team members and how to lead teams. This background allows her to understand projects and processes from all sides of the table.

Emily is a professional engineer who spent 12 years practicing at a national MEP firm, Henderson Engineers, Inc. As Director of Kansas City Operations at Henderson, Emily led a team of engineers responsible for managing a wide range of projects, from small national accounts to large corporate, education and performance space projects.

WHAT TO EXPECT

Want to manage A/E/C projects with complete confidence, keeping multiple stakeholders happy, driving new business to your firm, and consistently coming in on budget and on time? This power-packed workshop combines PSMJ's legendary A/E practice knowledge built over 40 years with proven new methods driving superior PM performance at firms just like yours.

ACTIVE: You won't sit and listen to an instructor for 2 days. This program keeps you engaged and stimulated with expert facilitators committed to interactivity and inclusive discussions.

GROUNDED: You won't be tuned off by impractical project management tips. Rather, you'll get to hear real-world case studies that show what's working—and what isn't—in bringing projects in on time and budget.

CONFIDENCE BUILDING: In two days, we guarantee you'll have renewed confidence to take on any project, crush any project goal, and manage any challenge that clients, contractors, and suppliers throw your way.

Over 44.000 A/E/C professionals have chosen PSMJ's A/E/C Project Management Bootcamp for training, from newly-minted Project Managers ready to learn the ropes all the way up to experienced leaders seeking continuous improvement. It's the industry-leading program that delivers a 10X multiple ROI by making PMs more valuable to their firms and their firms' clients.

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REGISTER NOW *for* PM Bootcamp!

MASTER THESE **BEST PRACTICES**

for **top project delivery performance** *and* **client satisfaction**

HOW TO INCREASE PRODUCTIVITY

PMs have limited time but get pulled in unlimited directions. Get some A/E/C-specific tips for doing more—and with less stress.

- Taking charge of meetings to ensure you get what you need
- When to email and when to pick up the phone
- Get more production out of your assistant manager

THE PM's ROLE IN BUSINESS DEVELOPMENT

Highly valued PMs are always selling the firm's expertise. Learn how to spot and exploit opportunities to drive new work.

- Why every PM should have a role in business development
- How PMs can cross-sell services to grow the business
- How you can use your current job to generate more work in the future

PLANNING THE PROJECT FOR SUCCESS

Set the project tone with a superior plan that engages all stakeholders.

- When you should begin the project planning process
- 10 critical elements of the best project management plans
- Differences in planning for small versus large projects

REALISTIC PROJECT SCHEDULING

Avoid project failure with defensible milestones that account for every contingency.

- Mastering the 11 elements of a superior schedule
- Common pitfalls to avoid when making a project schedule
- How good scheduling helps avoid rework and increase profit

PROJECT FINANCIAL (AND PROFIT) PLAN

How can PMs become key business leaders? Learn how to boost the bottom-line with a solid front-end vision.

- 4 proven methods for creating a fool-proof project budget
- Inside tips for balancing the project's scope and fee
- 6 vital steps PMs should use to improve cash flow

★★★★★

Our attendees continuously rate this program 4.8 out of 5 stars!

"Very practical step-by-step process with practical tools/approaches to stay on top of projects."

Eric Hurrell, Aviation Specialist, EBA

MANAGING PROJECTS FOR CLIENT DELIGHT

Increase the client's "happiness quotient" and evolve from vendor to partner.

- How to get to know the client, and why it matters
- Techniques for improving your relationship with your clients
- How can you become your client's advisor?

MANAGING RISKS TO AVOID GRIEF AND LOSSES

Project problems aren't inevitable if PMs know how to spot the warning signs.

- Why traditional QA/QC fails – and how to approach it differently
- 29 critical terms every PM must understand in A/E/C contracts
- Pitfalls that successful PMs must avoid in sub-consultant negotiations

SECRETS OF MANAGING MULTIPLE PROJECTS

Dropping a ball is every PMs multiple-project nightmare, so get the skills to stay on schedule and on budget.

- How many projects can one PM realistically handle?
- Increasing productivity: Keys to managing multiple projects
- Inside tips for managing multiple office deliveries

MAINTAINING CONTROL OF THE PROJECT

Learn the real-world budget and schedule discipline strategies that keep everyone, including the client, on course.

- Crucial project elements every PM must obsessively monitor
- Which 5 critical numbers must PMs demand from accounting?
- The single best way to monitor a project's progress

GETTING—AND STAYING—OUT OF TROUBLE

Should unforeseeable events threaten completion on time and budget, know how to react using crisis management skills that can turn around a flailing project.

- What are the best techniques to avoid problems in the first place?
- What to do if a project is behind schedule or over-budget
- What is the best way to ask a client for additional fees?

PLUS MUCH MORE!

Visit ***www.psmj.com/pmbc*** for complete agenda details!

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Terracon Tulsa Office

9522 E 47th Pl, Tulsa, OK 74145 • www.terracon.com

CLASS HOURS:
DAY ONE: 8:30 am to 5:00 pm DAY TWO: 8:00 am to 3:30 pm

REGISTRATION INFORMATION

REGISTER ONLINE: HERE

COST:

- **EARLY BIRD DISCOUNT DEADLINE: January 15, 2025**
- **MEMBER REGISTRATION: $1,795 Early Bird / $2,095 Regular**
- **NON-MEMBER REGISTRATION: $1,895 Early Bird / $2,195 Regular**

REGISTRATION INCLUDES:

- **Attendance**
- **Complete instructions**
- **Workbook**
- **Reference materials**
- **Breakfast and lunch**

Questions?
Call: (405)570-8665

Cancellations received before January 28, 2025 will receive a full refund.
Cancellations received after January 29, 2025 will receive a 50% refund.

PSMJ CLOUD

PROJECT MANAGEMENT BOOTCAMP DIGITAL TOOLBOX ON THE PSMJ CLOUD

As a premium to your Bootcamp participation, we provide you with access to PSMJ's must-have *Project Management Bootcamp Digital Toolbox,* filled with PSMJ's proprietary tools—a $695 value—FREE!

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