



# The Art of Getting it Done

## Effective Work Planning for Foreman Training Course



Date: November 11, 2019  
Time: 8:00 am to 4:00 pm  
Location: NCA Classroom 34  
Scott St West St. Catharines  
Fee: \$350 +HST, Non-Members:  
\$425 +HST

With busy schedules and even busier job sites proper detailed planning is becoming a lost art in the construction industry. This course – Effective Work Planning for Foremen – aims to reverse that trend by providing foremen with a strong

model that will improve their crews' (and by extension their companies') performance.

The course focuses on providing a strong foundational knowledge of task planning that can be applied to any work and is equally applicable to the foremen of trade and general contractors. Working with hands-on, practical exercises attendees will work through various elements needed to put together a complete activity plan for their crew.

### Course topics include:

- Calculating manpower needs
- Determining material and equipment needs
- Building quality and safety into the plan
- Build a 2-week look-ahead schedule

Using an interactive classroom presentation, hands-on table exercises and templates, participants will be able to directly apply the knowledge they've gained from this course directly to a job site.

**Who Should Attend: Foremen** – this course is designed for foremen of all levels of experience and all trades. It also serves as a good back to basics refresher for superintendents.

---

Registration Form