![IEM logo] **IEM** — The Institution of Engineers, Malaysia

ONE DAY VIRTUAL COURSE ON

CREATING PROJECT CRITICAL PATH METHOD (CPM) BY USING MS PROJECT 2010 FOR THE BEGINNERS

BEM APPROVED CPD: 7   REF. NO : IEM21/HQ/470/C (w)

ORGANISED BY:
PROJECT MANAGEMENT TECHNICAL DIVIDISION

14 DECEMBER 2021, TUESDAY
9.00AM – 5.00PM
SPEAKER : Ir. DESMOND FUNG BIN CHAI

E-Cert will be provided

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	ONLINE (Log-in for registration & payment: www.myiem.org.my/member/login.aspx)	NORMAL FEE (by fax & email) Payment by cash, credit card and bank-in
IEM Student Member	75.00	90.00
IEM Graduate Member	125.00	150.00
IEM Corporate Member	200.00	225.00
Non-IEM Member	480.00	540.00

Register at www.myiem.org.my

- *Prerequisite: 1 to 2 year on field experience in construction project.*

- *Who should attend: Site supervisors, site engineers, project engineers, and those who are keened to learn Microsoft project*

- *Get ready laptop and preload with Microsoft Project 2010 or newer version*

SYNOPSIS

The objective of this workshop is to train and provide site supervisors, site engineers or project engineers a hands-on practice to create project CPM (Critical Path Method) with MS project 2010.

WORKSHOP OUTLINE

A) Online: Morning Session (9:00 am - 12:00nn)
1. Opening blank file and saving a new project file – File Name (5 mins)
2. Creating of project calendar – local based public holidays (40 mins)
3. Setting of project commencement date and calendar (5 mins)
4. Page setup - project title, filename, author, date…. (20 mins)
5. Listing and sequencing of activities in the logical order (30 mins)
   (Items in BQ vs works in construction drawings)
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6. Construction duration of each activity (30 mins)
   (Contract conditions - sectional handing over)
7. Entry of construction breakdown cost (15 mins)
8. Predecessor / Successor – logical linking of dependency/relationship of activities
   (SS, SF, FS, FF) (30 mins)
9. Reviewing and rationalization of your CPM (15 mins)

Total 180 mins = 3hrs

B) Offline: Practice and Lunch Break: (12:00am - 3:30pm) - 3.5 hrs
10. Assignment (12:00am - 1:00pm)
11. Lunch break (1:00pm - 2:00pm)
12. …continue…..Assignment (2:00pm - 3:30pm)

C) Online: Afternoon Session (3:30pm - 5:00pm) - 1.5 hrs
1. Discussion of Assignment (1hr 15mins)
2. Network diagram (PERT) and identifying Critical Path of the project (10mins)
3. Saving the project baseline program/scheduled program (5 mins)

END OF THE WORKSHOP @ 5:00pm (Total workshop hours = 8 hrs)

What will you learn after the course?
The attendees shall be able to start creating project CPM with Microsoft project software.

SPEAKER'S PROFILE

Ir. Desmond Fung Bin Chai has been in the construction industry since 1984 upon his graduation from the University of Dalhousie, Halifax, Nova Scotia, Canada with Bachelor of Civil Engineering. In the course of implementing the construction projects, Ir. Desmond Fung has extensively used Microsoft Project CPM (Critical Path Method) to track, monitor and prepare progress report, and also provided employer/client advices to mitigate the delayed activities / project.

Project reference of MS Project CPM being implemented, amongst others:

- Onshore Construction Contract for The 29.916MW a.c Photovotaic Power Generation Facilities Project in Gebeng Industrial Park, Malaysia for BayWa / RE Gebeng Sdn Bhd – 2019
- Civil and Structural Works for Sewage Treatment Plant (STP) and Network Pump station (NPS) for Kertih Biopolymer Park Phase 3 in Lot Q at Kertih Polymer Park, Mukim Kertih, Kemaman, Terengganu Darul Iman for The East Coast Economic Region Development Council (ECERDC). – 2019

Chairman,
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REGISTRATION FORM
VIRTUAL ONE DAY COURSE ON
CREATING PROJECT CRITICAL PATH METHOD (CPM) BY USING MS PROJECT 2010
FOR THE BEGINNERS
14 December 2021 (Tuesday)
Closing date : 9 December 2021

No	Name(s)	Email	Membership No.	Grade	Fee (RM)
			SUB TOTAL		
			+ 6% SST		
			TOTAL PAYABLE		

PAYMENT DETAILS :

☐ Cash RM_____

☐ Cheque no._____for the amount of RM_____(non-refundable).

FULL PAYMENT must be settled before commencement of the course, otherwise participants will not be allowed to enter the hall. If a place is reserved and the intended participant fails to attend the course, the fee is to be settled in full. If the participant failed to attend the course, the fee paid is non refundable. The Registration Fee includes lecture notes, refreshment and lunch.

For **ONLINE REGISTRATIONS,** please note that payment **MUST** be made **BEFORE the closing date.** If payment is not received within the stipulated time, the registration fee will be reverted to the normal registration fee.

Contact Person: _____Designation:_____

Name of Organization: _____

Address : _____

_____

Telephone No. : _____(O) _____(Fax No.)

_____(H) _____(HP)

Email :_____

_____   _____
Signature & Stamp   Date