

Chairman
 Young Engineers Section
 c/o The Institution of Engineers, Malaysia
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**CLOSING DATE:
 21 AUG 2015**

**Two Day Course on Basic Project Management for Engineers
 25 & 26 August 2015
 REGISTRATION FORM**

No	Name (s)	M'ship No	Grade	Fees (RM)
			Sub-Total	
			Add GST @6%	
			Total Payable	

** Fees MUST be fully paid A WEEK BEFORE the commencement of the course. Bookings by fax from outstations MUST be forwarded with payments at least A WEEK BEFORE the day of the course. Seats could only be confirmed upon payment.*

Enclosed herewith a cheque No. : _____ for the sum of RM _____ issued in favour of "The Institution of Engineers, Malaysia" and crossed 'A/C Payee Only'. I/We understand that the fee is not refundable if I/we withdraw after my/our registration is accepted by the Committee but substitution of participants will be allowed. If I/we fail to attend the course, the fee paid would not be refunded.

Contact Person:

Designation:

Name of Organization:

Address:

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Tel (O) : Tel (HP) :

Fax No. : E-mail :

.....
 Signature & Stamp (Photocopies are acceptable) Date

**BEM Approved
 CPD/PDP: 14 Hours
 Ref No: IEM15/HQ/181/C**



**Two Day Course on
 Basic Project Management
 for Engineers
 Organised by
 Young Engineers Section**

Date : 25 & 26 August 2015 (Tuesday & Wednesday)
Time : 9.00am – 5.30pm
Venue : C&S & TUS Lecture Room, 2nd Floor, Wisma IEM, Petaling Jaya
Speaker: Ir. Noor Iziddin Abdullah bin Haji Ghazali

Registration Fee

Grade	Normal Registration	Online Registration
IEM Student Member	RM 300	RM 250
IEM Graduate Member	RM 500	RM 450
IEM Corporate Member	RM 750	RM 700
Non IEM Member	RM 1000	RM 950

GST implemented effective 1 April 2015

Closing Date: 21st August 2015

Online registration and payment must be made **before 21st August 2015** or it will be reverted to normal rate.

Registration via CASH / CHEQUE / BANK-IN TRANSMISSION / BANK DRAFT / MONEY ORDER / POSTAL ORDER / LO / WALK -IN will be considered as normal registration



SYNOPSIS

Project Management (PM) knowledge and its methodologies have evolved and improved significantly over the last three decades. This in part is attributable to many of the lessons learnt from the successes and failures of projects undertaken by organizations. This course gives the essence of project management, especially suitable for those who intend to gain a fundamental but solid grounding on project management. You will learn the structured and integrated approaches, processes, tools and techniques that are applicable to managing phase in project life cycle. The course contents are closely referenced to PMBOK Guide, 4th edition of the Project Management Institute and PRINCE2 from UK government standard.

BENEFITS

- Learn a structured and integrated approach in order to initiate, plan, execute, monitor & control and closing out projects.
- Apply and relate the knowledge learnt at the work place
- Important of project management methodology and delivery
- Understand the role and selection of project manager as well as project organization structure & issues.
- Exposure on project management methodologies, tools & techniques
- Experience and knowledge sharing with participants

TENTATIVE PROGRAMME

<u>Time</u>	<u>1st Day</u>	<u>2nd Day</u>
0830 - 0900	Registration	Registration
0900 - 1030	Introduction to Project Management	Project Life Cycle
1030 - 1045	BREAK	BREAK
1045 - 1145	Introduction to Project Management (Continue)	Project Management Framework, Conflict & Communication
1145 - 1300	Definition of Project Management	Goal & Objectives and A Life as a Project Manager
1300 - 1400	LUNCH	LUNCH
1400 - 1530	Context and History of Project Management & Schedule (Critical Path Method)	Projects In Controlled Environments (PRINCE2)
1530 - 1545	BREAK	BREAK
1545- 1630	Project Risk Management & Contract Administration	Financial Technique in Project Management
1630 - 1730	Knowledge Areas & Process Group	Project Management Consultant Concept.

BIODATA OF SPEAKER

Ir. Noor Iziddin Abdullah Bin Hj Ghazali, PMP®, MIEM, P.Eng, who has eleven (11) years of working experience in various roles is a Project Management Consultant has involved in semiconductor & data center . Initially attach to Mesiniaga as a Project Manager, and after that the Project Management Consultant (PMC) team in KLCC Property Berhad seconded to Putrajaya Holdings (PJH) in Electrical & Mechanical for commercial building in conventional type of project. Previously with Sunway Group as a Group Electrical Manager for overall Sunway Group Properties, Maintenance & Facility Management in overseeing the whole electrical services for all commercial, residential & hospitality projects.

He received his B.Eng in Electrical & Electronic from UNITEN, Master of Engineering from UM and Postgraduate Diploma in Islamic Studies from IIUM/UIA.

Now with edotco Group (Axiata Berhad) as the Regional Head of Electrical & Power System Designs Department, Technical & Engineering Division reporting to CEO & COO of edotco Group.

His involvement in IEM started as a committee of Graduate & Student Section (now is Young Engineer Section or YES) from 2005 to 2007 and continues his contribution as the Secretary and Treasurer of Project Management Technical Division (PMTD) from 2010 to 2013 and a Council Member of IEM from 2011 to 2014. He was previously the Project Management Institute Malaysia Chapter (PMIMY) Director of Professional Development and also the Industry Advisory Panel (IAP) for degree in project management at University Malaysia Pahang from 2012.

Currently the Industry Advisory Panel (IAP) for MSc program in Project Management at University Utara Malaysia and University Tunku Abdul Rahman (UTAR) program in Master of Project Management.

Terms & Conditions:

- For **ONLINE REGISTRATIONS**, only ONLINE PAYMENT is applicable [via RHB and Maybank2u –Personal Saving & Personal Current; Credit Card - Visa/Master].
- Payment via CASH / CHEQUE / BANK-IN TRANSMISSION / BANK DRAFT / MONEY ORDER / POSTAL ORDER / LO / WALK -IN will be considered as **NORMAL REGISTRATION**
- **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 participants fail to attend the course, the fee is to be settled in full.
- Fee paid is not refundable. Registration fee includes lecture notes, refreshment.
- The Organizing Committee reserves the right to cancel, alter, or change the program due to unforeseen circumstances. Every effort will be made to inform the registered participants of any changes. In view of the limited places available, intending participants are advised to send their registrations as early as possible so as to avoid disappointment.