



# Intro to Project Management

A WORKSHOP FOR CONSTRUCTION PROJECT MANAGERS

September 23, 2026 ♦ 8am-5pm CST ♦ - ABC Building, 560 Royal Parkway, Nashville TN

## MORE PROFIT, MORE TIME & MORE PEACE OF MIND

All project managers and field supervisors are loaded with tasks. Often it seems more like juggling and fire-fighting than it does “management.” Jumping from one emergency to the next may get the job done, but it is a struggle and there is always the risk of something slipping by that will come back to haunt you later.

So what’s the solution? Have a plan and follow its rules! The modern world is built on processes and standards – best practices and procedures that are followed every time to ensure repeatable results. The same is true for our industry; we’re just not very good about doing it!

How can you get all this done, especially when you are trying to manage multiple projects? Kirk will show you how - through proper planning, thoughtful execution, checklists, managing with numbers, communication and working as a team.

Attendees will learn the Ten Commandments of Project Management, and how they can help you stop the juggling act and start being a project management professional.

## IT’S ALL ABOUT WINNING THE CONSTRUCTION PROJECT GAME!

## YOUR INSTRUCTOR:

Industry expert **Kirk Alter** will give attendees the tools they need to use on every project to keep the game running smoothly by providing the field workforce with the equipment, materials and information they need to keep productivity and profits at maximum. Attendees learn the rules of the construction game – and how to play to win it!



## WHO SHOULD ATTEND:

- Project Managers and Asst. PMs/Coordinators
- Superintendents
- Subcontractor Business Owners & Managers Who Support the PM Process

## TOPICS MAY INCLUDE:

*Each workshop is tailored to the attendees in the room and what they need to learn to be successful.*

- The 10 Commandments of Project Management
- Managing Multiple Projects
- Why Cashflow Matters
- Understanding What’s in the Contract
- Knowing When & Why to Say “No”
- Change Orders the Right Way
- What to Do When It Hits the Fan – Managing Change on the Project

**REGISTRATION IS LIMITED** – Registration is limited to just 24 participants. Most companies send multiple attendees to get everyone operating by the same playbook and take advantage of our extra registration discount.

**This is not a “sit & listen” workshop.** Our instructor delivers a lively presentation and active participation in the class is a requirement of attendance.





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## REGISTRATION FORM

**Registration Includes:** A full day of instruction, plus digital access to all course handouts. Continental breakfast and lunch included.

Register by completing this form and e-mailing it to: [Office@taphcc.com](mailto:Office@taphcc.com)

**PLEASE RESERVE MY SEAT(S) FOR THE INTRO TO PROJECT MANAGEMENT WORKSHOP**

First Attendee

Second Attendee

Third Attendee

Name: \_\_\_\_\_

Cell #: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

\$599 - Single Attendee Member       \$549 - Each, 2+ Attendees from the Same Member Company

\$699 - Attendee Non-Member

**Payment Method:** (non-members must call the office with payment when we receive registration form)

Pay by Credit Card by calling the office- 865-531-7422. Complete this form, save & e-mail it to [Office@taphcc.com](mailto:Office@taphcc.com). We will e-mail you back an invoice to pay by credit card. What e-mail address can send the invoice?      Billing e-mail address: \_\_\_\_\_

Check – Complete this form, save & e-mail it to [Office@taphcc.com](mailto:Office@taphcc.com) to hold your spots. **Make check payable to Tennessee PHCC**, and mail with a copy of this form to:  
TN PHCC 1000 Dutch Valley Dr- Suite B, Knoxville, TN 37918

**If you need additional information, please e-mail [Office@taphcc.com](mailto:Office@taphcc.com).**



*"I should know this, but I was very surprised to see that we all have the same problems. But we are all coming up with very unique and creative ways to solve those common problems.*

*That was one of the biggest take-aways for me, was how do I solve the same problems that everyone is having."*

— **Mark Weaver, Project Manager at COPPERA in Taylor, Texas**

The Intro to Project Management Workshop is sponsored by the:

