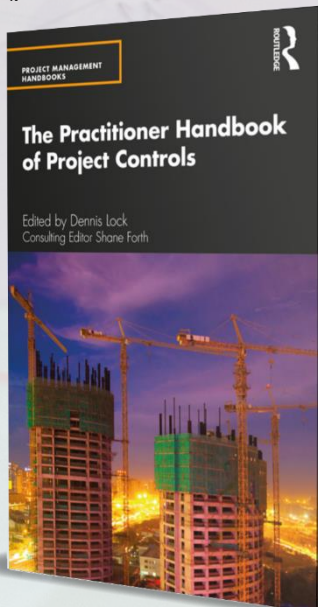




**A very special gift for delegates to our upcoming courses  
The Practitioner Handbook of Project Controls (RRP £95.99)**

All first-time delegates to courses provided by GO FORTH will receive a complimentary copy (posted to their home address) of the definitive project controls text book



## The Practitioner Handbook of Project Controls

Edited by Dennis Lock  
Consulting Editor Shane Forth

**Shane Forth** is a Fellow of the APM and the ACoStE with over 40 years' experience in the oil, gas, nuclear power and other industries. As 'GO FORTH' he provides consultancy services to help organizations develop the skills of their project management people. Shane sits on working groups and lectures at universities and events. For his MSc he won the Stephen Wearne award for best overall performance. He also won APM's Geoffrey Trimble Award for best Master's post-graduate dissertation. Shane has been honoured twice by the ECITB (including a national award for individual leadership and significant contribution to training and development).

<https://www.routledge.com/The-Practitioner-Handbook-of-Project-Controls/Lock/p/book/9780367253097>

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Email [shane.forth@goforth.org.uk](mailto:shane.forth@goforth.org.uk), call +44(0)7411 595250 or visit us at [www.goforth.org.uk](http://www.goforth.org.uk)

## Course Overview

This course provides an overview of estimating principles and practices and how they link to all activities company wide – supported by a number of exercises. The breadth of skills and knowledge extend to a range of interpersonal skills as well as the technical abilities associated with preparing an estimate associated with classes of estimate, how to produce a cash flow, Whole Life Costing methodologies, appreciation of IT used for estimate preparation, operation of an estimate documentation and version control system and an understanding the principles involved in capital and operating cost estimates using net present value and other methods.

## Course Style

Course style is virtual instructor-led. Delegates are provided with access to the GO FORTH Microsoft Teams environment that is specially configured for enhanced collaboration. The rich and high-quality interactive virtual learning workspace helps replicate the physical classroom environment, whilst providing all the advantages of a structured virtual learning environment

## Course Duration

5 x 3.5 hour virtual teaching days

(09.30am to 13.00pm including comfort breaks)

## Course Content

- What is an estimate?
- The purpose and objectives of an estimate
- Elements of an estimate
- Ethics in Estimating
- Estimating techniques
- Team working and relationships
- Work Breakdown and coding structures
- Estimate Documentation
- Quantifying and costing scope of work
- Risk assessment and contingency calculation
- Time value of money, cash flow, change
- Whole life costing
- Complete estimate build-up
- Assurance and management review

## Who Should Attend?

Those new to estimating and those with some experience that require a broader perspective. Also beneficial to staff in other roles (project management, discipline engineers, recent graduates) that require a working knowledge of estimating.

## Learning Objectives

- Understand estimating and its terminology
- Contribute to the preparation of estimates of all classes
- Understand the processes for developing an estimate at various levels of scope definition
- Recognise issues of ethical concern
- Understand estimating techniques
- Understand the key aspects of commercial awareness
- Understand the principles involved in the production of economic evaluations using NPV and other models

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