



The Tallahassee Chapter of the Project Management Institute (PMI) is sponsoring a training event that will help you prepare better project estimates :



Project Estimating Class Nov 1 - 8:00 to 4:30 - Capital City Country Club

Presenter: **Tom Mochal**

PMP®, PgMP, PMI-ACP, TSPM, ITBMC, TenStep, Inc. USA

Projects that start out with poor estimates are doomed to failure. Yet, there is no question that estimating work is difficult because it is partially an art and partially a science. The “science” component, consisting of formal estimating techniques and formulas, can be learned and applied with practice. The “art” component, consisting of making decisions without all of the facts, and accounting for the people side of the equation, is more difficult to master. The objective of the estimator is to base as much of the estimate as possible on the “science” side, while also applying sound judgment and valid techniques to the “art” side.

At the end of this class, participants should be able to:

- Describe the purpose of estimating work and why it is important
- Perform the proper preparation to create a valid estimate
- Utilize a number of different estimating techniques, including analogy, expert option, parametric modeling and work breakdown structures
- Determine the level of accuracy required and estimate at that level
- Prepare viable estimates in terms of effort, duration and cost

This training will be invaluable to Project managers and team members that need to estimate work; Managers that need to validate work estimates; Clients, customers and all stakeholders that help prepare and validate estimates; and planning and budget professionals.

	Early Registration <small>(before Oct 25)</small>	Late Registration	Registration and payment may be made online at WWW.PMITLH.ORG . Please note that this site utilizes PayPal. Arrangements for payment via credit card or check are available by contacting Ms. Linda Willis, First Vice President, at vppd@pmitlh.org or 850/508-6440.
Tallahassee Chapter Members	\$200	\$225	
Non-Members	\$250	\$275	

The class provides 8 Professional Development Units (PDUs) (5 Technical / 3 Leadership / 0 Strategic) for PMP recertification and includes a continental breakfast and buffet lunch. Check-In and breakfast will start at 7:30.

COURSE:

- Overview of estimating
- Why is estimating important?
- Preparing for the estimate
- Estimating techniques
- Common estimating errors
- Levels of accuracy
- Estimating effort, duration and cost
- Putting it all together – the estimate package

There are numerous exercises to reinforce the concepts taught in the class.

PRESENTER: TOM MOCHAL

Tom is an expert instructor and consultant on project management, project management offices, development lifecycle, portfolio management, application support, people management and other related areas.

- Awarded Distinguished Contribution Award from the Project Management Institute (PMI).
- Author, Lessons in Project Management, Apress, Inc., 2003
- Member of the Atlanta, Georgia (USA) chapter of the Project Management Institute (PMI)
- Member of the American Society for the Advancement of Project Management (asapm®)

This class will fill up fast! Register at WWW.PMITLH.ORG.