



Pre-Conference Workshop

November 1, 2018
J.W. Marriott Nashville Hotel
8:00 AM to 12.00 Noon

Title: Project Financial Management: Managing Self & Others

Course Outline: Highlights of the Course Include:

- Project Life Cycle
- Project Scoping Variations
- Getting the Project Started
- Tracking Project Progress
- Managing Project Changes
- Project Financial/Operational Reporting of Results

“Excellent! I wish I had this training years ago. This training will be invaluable throughout the rest of my career.”

Who Should Attend: Project Managers New and Experienced

Instructor’s Biography: Lee James is a CPA, CMC and CBI who has worked with engineers, architects and contractors for the last 25+ years. Training and teaching have been a part of Lee’s career for the past 30+ years. Lee develops and teaches training courses throughout the U.S. He is an enthusiastic and energetic trainer who keeps your attention. Numerous case studies and exercises are used to embed the principles taught.

“Lee did a very good job of reviewing issues we face every day, he is very professional, knows our business which really made the seminar worthwhile.”

Expected Outcomes: Participants will walk away with specific tool and techniques that can be used to improve their project management including:

- Learn how to invest time doing the right things to improve efficiency of others.
- Communicating to staff and all involved to maximize project success
- Pricing and budgeting your services to comply with scope or work
- Exemplify strong project financial management skills
- Assuring contracting & insurance needs are completed prior to work starting
- Using financial management systems to communicate and manage projects
- Managing invoicing and collecting of accounts receivable process
- Planning & reporting financial/operational results with benchmarking metrics
- Mentor and teach benefits for clients, employees and all related organizations

Workshop Price: \$400 for non-members

Discount Price: \$300 for GBA members

Space is limited for this workshop and registration so register now!