



Project Quality Management Overview Workshop (2 Days)

Course Outline:

The purpose of this workshop is to provide individuals and companies with an understanding of Project Quality Management and the tools and techniques to effectively execute and monitor projects. This course is based on Project Management Body of Knowledge (PMBok) and the ISO 10006:2003 Guidelines for quality management in projects. The foundation for the application of project quality is discussed, including the requirements for quality planning, control, assurance, and improvement. Tools for monitoring, assessing and evaluating performance standards to ensure project deliverables are achieved are also reviewed.

Topics Covered Include:

- Defining Project Quality Management
- Quality Management Systems
- Management Reviews and Progress Evaluations
- Quality Planning
- Quality Assurance
- Inspection and Auditing
- Statistical Process Control
- Product Realization (Scope, Time, Cost, Communication, Risk & Procurement)
- Measurement, Analysis & Improvement
- Continual Improvement

Pre-requisite: None

Course Particulars:

Location: 16 Forest Road, Suite 301

Time: 9:00 am to 5:00 pm

Fee: \$800.00 plus HST (*Meals and materials will be provided*)

Course Cancellation Policy:

Cancellation requests received more than 7 calendar days before the start date of the seminar will receive a full refund of the course fee minus a \$100 administration fee. Cancellation requests received within the 7 calendar days before the start date of the course will be non-refundable.

Quality Matters Inc. reserves the right to cancel any seminar; full refunds will be granted.

Course Substitution Policy:

Substitutions of participants will be permitted at any time prior to the start of the course.

For more information or to register, contact Quality Matters Inc. at (709) 722-7860, or email us at info@qualitymatters.net or visit our web site @ <http://www.qualitymatters.net/>.



TRAINING COURSE REGISTRATION FORM

Please fax to: **Quality Matters Inc.**
16 Forest Road, Suite 301
St. John's, NL A1E 0A5
Fax: 709-739-4864

Name: _____

Company: _____

Title: _____

Address: _____

Town/City: _____ Province: _____

Postal Code: _____

Telephone: _____ Fax: _____

Email Address: _____

Course Name: _____

Course Date: _____

IMPORTANT NOTE: For the Internal Auditor and Lead Auditor courses, there is a prerequisite that the registrant must have an adequate knowledge and understanding of the applicable standard or specification, gained through training and/or experience. If you are registering for any of these courses, have you met the specified prerequisite?
Yes No

Method of Payment: Cheque enclosed (payable to Quality Matters Inc.)
 Invoice me

Signature: _____

How did you hear about this course?

Brochure Website Email
Referral Other Sales Call

Is your company registered to ISO 9001, ISO 14001 or OHSAS 18001? Yes No

CANCELLATION POLICY: Cancellation requests received more than 7 calendar days before the start date of the seminar will receive a full refund of the course minus a \$100.00 administration fee. Cancellation requests received within 7 days before the start date of the course are non-refundable.

SUBSTITUTION POLICY: Substitutions of participants will be permitted at any time prior to the start of the course. Please ensure that any substitute participants meet the pre-requisite requirements, if any, for the course.