



*Turner celebrates 40<sup>th</sup> anniversary  
of the Turner School of Construction  
Management.*

**THE TURNER SCHOOL OF CONSTRUCTION  
MANAGEMENT**  
**September 3<sup>rd</sup>, 2009 through November 11<sup>th</sup>, 2009**  
**Thursdays, 6 p.m. – 8:30 p.m.**



WEEK	COURSE TITLE	DESCRIPTION
1 9/3	Program Overview & Orientation  Setting Up a Business	Components of a business plan, selecting financial and legal counsel, how to select a bank and how to purchase insurance and bonding.
2 9/10	Management	Fundamental strategic planning, effective management practices, relationship building, government compliance, risk management and notification requirements.
3 9/17	Project Delivery Systems & Contract Risk Management	Introduces five commonly used project delivery systems; lump sum, cost plus a fee, construction management, design-build, and program management. Includes a brief review of commonly used contract forms. Contract risk management issues will also be discussed (e.g. avoiding litigation and litigation mgmt).
4 9/24	Insurance & Bonding	Introduces basic concepts of insurance and the typical insurance and bonding requirements for construction projects. Discussion will also address compliance issues and tips on how to purchase insurance and bonding, and maintaining relationships.
5 10/1	Accounting Basics for Construction Contractors	Introduces accounting basics for construction contractors; reviewing major components of a financial statement. Includes discussion of job costing concepts, cash flow, change order management, and claims.
6 10/8	Estimating, Bidding & Procurement	An introduction of the basic concepts of estimating and procurement. Includes detail discussion of bidding process.
7 10/15	Safety and Field Operations	Safety - Introduces participants to the fundamentals of safety management in the construction industry. Discussion will include the importance of safety awareness, business-side and project-side issues, and resources.  Field Operations - Discussion will focus on both business-side and project-side issues, such as; quality and safety, risk mgmt. plans, project start, job review mtgs., record keeping, relationships, and project close-out.
8 10/22	Scheduling	Provides an overview of scheduling and its importance. Includes the introduction of the scheduling process and reviews in detail the seven steps of the process.
9 11/5	Marketing & Sales	Presents factors to consider when deciding whether to pursue a particular project. Participants will be shown how to compare the risk of the job to the rewards. The class will also present methods of tracking projects and marketing/selling work.
10 11/11	Dinner Reception & Certificate Presentations	A dinner reception is held to honor the participants who satisfactorily complete the 9-week class series.