

Contract Management for Public/Private Sector Program (CMPSP)

CMPSP 301 - Contract Management Practice

Delivery: Online instructor led (4 weeks, ~ 36 hours)
Delivery: Four weekly self-directed with instructor-led discussion forums and written assignments (4 weeks, 36 hours)
Price: \$3295 per learner

With this final course in the Contract Management Program, you are well on your way to receiving your CMP certificate and to become a recognized as a procurement expert.

Building on the skills and knowledge gained in levels 1 and 2, this 4-week interactive peer-to-peer course incorporates discussions on current case examples and topics to expand understanding and solidify key points. Along with the self-directed modules, you will have an opportunity to take your practical knowledge and participate in threaded discussions in the instructor-led forum along with your cross- Canada cohort. You will also be expected to complete two written assignments.

Over the four weeks of the course, participants are expected to complete their assignments while carrying out their regular workload. In this way, you will learn how to budget time and to put into practice examples and illustrations you have learned during the program.

Who Should Take this Program

This program will benefit any individual whose job involves supporting Canadian clients with procurement and contracting projects including procurement and contract professionals, paralegals, lawyers, engineers, and architects.

Topics

Readings, (asynchronous) discussions and assignments that reinforce key points learned through levels 1 and 2 and expand understanding of the role of contract management professionals
Procurement strategies, RFX development, Negotiation and Drafting
Peer-to-peer interaction, networking and sharing best practices

Learning Objectives

- Analyze common procurement scenarios and recommend an appropriate course of action
- Review and critique a scope of work document for goods, services, equipment and software
- Finalize a request for proposals document
- Prepare a contract for signature
- Review and propose responses to a supplier's request for changes to terms and conditions

Program Format: Online + Instructor-led Sessions

This program consists of working with a cohort of participants on assignment questions and submitting completed assignments that will allow participants to apply knowledge gained from the CMP101 and CMP200 programs.

Expected Outcomes

Upon completion of this course, participants will have the necessary knowledge and skills to perform effectively during all phases of the procurement and contract management cycle. They will have reviewed and

reflected on the key components of each step of the cycle and practiced the skills learned in levels 1 and 2 through interactive discussions and written assignments.

Upon successful completion, participants will receive their Contract Management Program certificate.

PRE-REQUISITES

CMPSP101 Contract Management for Public/Private Sector Program: Essentials

CMPSP 201 Contract Management for Public/Private Sector Program: Planning

CMPSP 202 Contract Management for Public/Private Sector Program: Creation to Execution

CMPSP 203 Contract Management for Public/Private Sector Program: Contract Operations