



Nationally Acclaimed Presenter
Kathryn Crosby, President & Owner
C²Consulting, Inc.

*An MCAA
National Education
Initiative Course*

Managing Project Risk with Solid Documentation

Who should attend:

This course will cover documentation in all phases of the project, from acquisition to close-out. Therefore, any employees involved in any phase of the project would be appropriate.

Course Description: Now more than ever contractors must pay close attention to the written records they keep on construction projects. Solid project documentation is a company's best defense against problems that occur.

This all-day seminar will cover important documentation topics in all phases of the project including, but not limited to, contract language, submittals and RFI's, close-out, scheduling and schedule delays, tracking and managing owner furnished equipment, notification requirements, change orders, and jobsite organization. Attendees will learn their unique role in protecting the company against damage, claims, and unnecessary costs.



Course: Managing Project Risk with Solid Documentation

Where: MCA Detroit

14801 W 8 Mile, Detroit, MI

Date: Thursday, September 30, 2010

Registration: 7:30 AM


Time: 8:00 AM - 4:30 PM

Cost: \$100 per person

Includes continental breakfast and lunch

REGISTER TODAY!

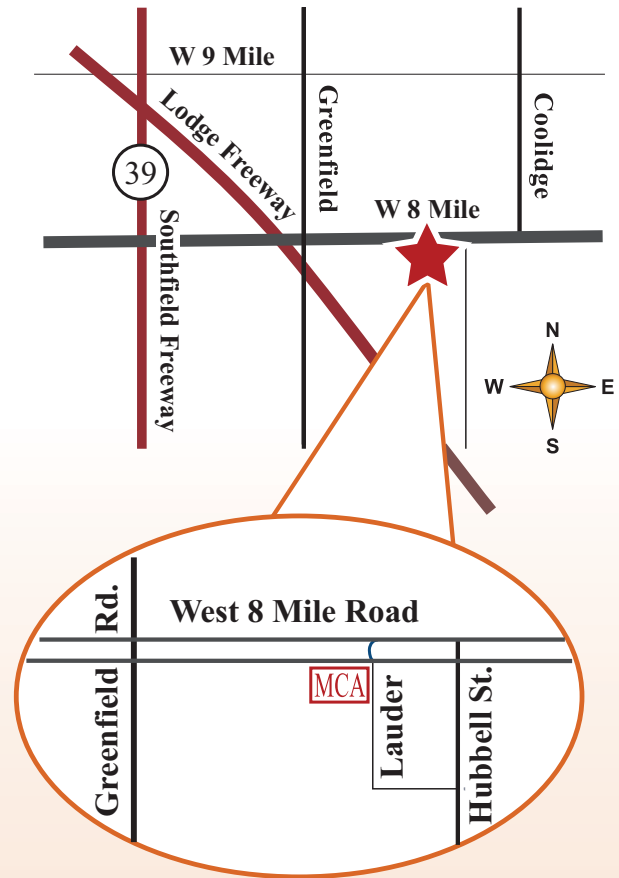
A Mechanical Contractors Association of America NEI Program

SEE reverse side for registration form and bio on Kathryn Crosby 

Bio on Kathryn Crosby

Kathy Crosby is the President and Owner of C2 Consulting, Inc., a firm that provides financial, safety, and other consulting services and training. Prior to starting her own business, she was Vice President/CFO for a Utah-based commercial and industrial mechanical contractor. She served on the Mechanical Contractors Association of America (MCAA) National Board of Directors and was Chairperson of the Project Managers Education Committee charged with oversight of the Institute of Project Management at the University of Texas—Austin. She also served as a Management Trustee for the Utah Pipe Trades Pension and Welfare Trust Fund and Mechanical representative for the Utah Subcontractors Council. While serving as a Board Member of Associated General Contractors of Utah, she chaired the Specialty Contractor/Supplier Council. She currently serves on the faculty for the Institute of Project Management, Institute for Project Acquisition, Construction Education Institute, MCAA's National Education Initiative and the United Association's Instructor Training Course in Ann Arbor, Michigan. C2 Consulting, Inc. authored MCAA's Project Manager's Manual re-write, developed a 40-hour Foreman Certification Course for the United Association, and authored a Foreman Training Course for the Western Insulation Contractors Association.

Seminar Location



Registration

Course: Managing Project Risk with Solid Documentation

When: Thursday, September 30, 2010 / Registration & breakfast 7:30 AM / Seminar 8:00 AM - 4:30 PM

Where: MCA Detroit/ 14801 W 8 Mile Rd, Detroit, Michigan 48235

Cost: \$100 per person / includes continental breakfast and lunch

Full registration refunds may be obtained if MCA Detroit is notified of your cancellation no later than Friday, September 17, 2010. Please contact Cassie Mudloff at (313) 341-7661 ext. 205, e-mail cmudloff@mcadetroit.org or fax to (313) 341-1007, with any questions or changes in registrations.

Please complete the form (copy this form for additional registrations). Make checks payable to MCA Detroit IPE. Mail check and completed registration form to: MCA Seminars, 14801 W 8 Mile Rd, Detroit, MI 48235

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COMPANY OR AFFILIATION

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