

# 2-Day 'Hands-On' Training Programme

**ICT Management Sdn Bhd In Collaboration with Nota Asia (M) Sdn Bhd present A Two-Day 'Hands-On' Intensive Training Programme On The Application Of Microsoft Project 2002 For Project Planning & Monitoring Enhancement.**

**The Programme Is Most Suitable For Those Who Are Involved In Project Planning & Execution. Certificate Of Attendance Will Be Presented Upon Completion Of The Entire Programme**



**TIME : 8.30 am to 5.30 pm**  
**VENUE : 1. KL Plaza, Kuala Lumpur**  
**2. Kuching, Sarawak**

**ENQUIRIES**

**ICT MANAGEMENT SDN BHD**  
**JOANNE / NORIHAN / SAFRI / LISA**  
**TEL : (6) 03 - 4142 2232**  
**FAX : (6) 03 - 4142 0232**  
**E-MAIL : ict@cpd-management.com**

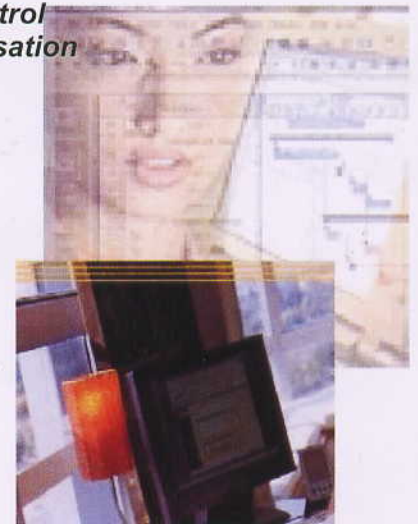
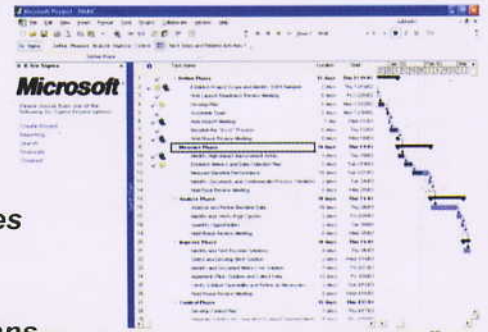
**CONTENT**




**DAY ONE**

- **Project Basics**
- **Task Management**
- **Managing Time**
- **Managing Other Resources**

**DAY TWO**

- **Tracking & Supervising**
- **Adjustments & Interim Plans**
- **Multiple Project Monitoring & Control**
- **Project Central & Report Customisation**



| <b>PROGRAMME FEES PER PARTICIPANT</b><br>(Inclusive Of Handouts, Refreshment & Certificate Of Attendance)  |                      |
|--|----------------------|
|  Participants Of CIDB's Construction Supervisory Training Programmes | RM350.00             |
|  Corporate Clients & Full-Time Students                              | RM350.00             |
|  Participants Of MBAM's CCPD Programmes<br>MBAM Members              | RM350.00<br>RM420.00 |
| Others   | RM600.00             |
| Each Programme Is Limited To A Maximum Of 15 Participants & Registration With Payment Of Fees Will Be Based On First Come First Serve Basis            |                      |

For Registration Please Fax to 03-4142 0232 or Call 03-4142 2232 (Please Photocopy For Additional Registration)

|   | Name | Designation | Mobile Phone No |
|---|------|-------------|-----------------|
| 1 |      |             |                 |
| 2 |      |             |                 |
| 3 |      |             |                 |

Please Tick "✓" Preferred Date Of Programme

**Particulars Of Submitting Person**

Name : ..... Position : ..... E-mail : .....

Company : ..... Telephone No : ..... Fax No : .....

Address : .....

Enclosed Cheque / Postal Order / Cash No: ..... for the sum of RM .....

issued in favour of "ICT MANAGEMENT SDN BHD" for ..... Participants.

.....  
 Date Signature & Company Stamp