



AUSTRALIA

TRAINING SEMINAR BY ABW AUSTRALIA

COURSE TITLE: PLAN, DESIGN & BUILD WORKSHOP
COURSE CODE: 14101PDB

alternative
workplace
strategy
& change
management
consultants

Course Descriptor:

Plan, design & build workshop

If you have big plans in the next 24 months and they involve a commercial office fitout project then you need to attend this workshop!

Commercial fit outs are fraught with questions and difficulties like:

- Where do we start?
- What do we do?
- In what order?
- How much will it cost?
- How do I avoid costs and time over runs?
- How do we avoid getting ripped off?

Find out all of these answers and more in our 2 day workshop; **Plan, design & build (PDB)**.
Learn from experienced workspace designers, builders, engineers and workplace consultants.

Find out what you don’t know before you need to know it!

Can you afford to get it wrong?

Location:

Start Date:

Duration:

Status:

Perth, WA

TBA

2 days

Available

Venue Address: The WACA, Perth WA

SCHEDULED SEMINAR LOCATIONS	FUTURE LOCATIONS
Perth, WA	Brisbane, QLD
	Melbourne, VIC
	Canberra, ACT
	Sydney, NSW

COURSE OUTLINE

Benefit from our experience and attend our workshop for planning, designing and building commercial fit out projects.

We will ensure you start your project with the insight required to make it successful and propel your company into the future.

WHAT WILL DELEGATES LEARN?

Whether you are transitioning into an new building or refurbishing your existing office layout, our workshop will guide you through all of the steps and considerations to be able to deliver your commercial fitout project on time and on budget. By the end of this session you will have a design brief to take to a designer and / or builder.

LEARNING OUTCOMES:

- Determining the projects vision goals and deliverables.
- Project Stakeholders and committee establishment
- Cultural assessments and alignment
- Needs analysis
- Investigate alternative working strategies
- Space planning & optimisation
- Determine your real space requirements
- Ideal workspace design
- Future proofing
- Site Evaluation
- Project Feasibility
- Developing a project design brief
- Engaging a Design or designer / builder
- Engaging sub-consultants
- Project costing's
- Australian Standards contracts
- Building regulations
- ICT Technology
- Project timing
- How to control and minimise costs blow outs
- Onsite Days
- Handover
- Aftercare
- The next step

FEES

Plan, design and build workshop is AUD \$1250 + GST per person (2 day workshop)

Group Discounts are also available (for Credit Card payments)

- 2 delegates - save 10%
- 5 delegates - save 25%

RUN THIS COURSE AT YOUR OFFICE

If the training dates do not suit your company we also provide this course in a workshop format for internal delivery.

***Minimum six (6) attendees required for onsite program.**

WHO SHOULD ATTEND?

How to Develop an Implementation Plan for Activity Based Working seminar has been designed for all people who have a responsibility to manage staff and or devise workplace strategy for their organisations including:

Managers	Executives
Human Resources Managers	Facility Managers
Asset Managers	Office Managers
Practice Managers	Administration Managers
Operations Managers	Customer Service Managers
Business Owners	Building Maintenance Managers
Partners	Directors

HOW WILL THE COURSE BE DELIVERED?

The Plan, design and build workshop has been devised in alignment with Adult Learning Principles. This course will be facilitated by an experienced trainer in the field with real world experience.

HOW DO I REGISTER?

To register your interest in **The Plan, design and build workshop (Code: 14101PDB)**, please complete the course sign up form attached or visit www.abwaustralia.com.au/seminars and sign up today.

SEMINAR BOOKING FORM

Thank you for your interest in our **ABW Australia** seminar, please select from the seminar listings below which one you would like to register for:

(If we do not yet have a seminar date advertised for your city, please contact us today and we will advise you as soon as a date becomes available in your area.)

Seminar Name	Course Code	Seminar Date & Location	Seminar price (per person) excluding GST	Number of Attendees
Introduction to ABW (Activity Based Working)	14101ABW	The WACA Perth, WA 12 th Feb 2014	AUD \$450.00	
How to Develop an Implementation Plan for ABW	14102ABW	The WACA Perth, WA TBA	AUD \$450.00	
How to Effectively Manage Workplace Change & Transition	14101WC	Sydney, NSW TBA	AUD \$450.00	
Introduction to Workplace Strategy	14101WS	Brisbane, QLD TBA	AUD \$450.00	
Plan, Design & Build Workshop (2 days)	14101PDB	Perth, WA TBA	AUD \$1250.00	
Leadership for A New Age	14101L	Auckland, NZ TBA	AUD \$450.00	
Alternative Working Strategies Explained	14101AWS	Melbourne, VIC TBA	AUD \$450.00	
Workplace Design and Optimization	14101WDO	Canberra, ACT TBA	AUD \$450.00	

To ensure your place in our next seminar please fill out the payment information below:

Name on Card:	<input type="text"/>	Attendees Names:	<input type="text"/>
Company Name:	<input type="text"/>		<input type="text"/>
Credit Card Number:	<input type="text"/>		<input type="text"/>
<small>Visa or MasterCard only</small> Expiry Date:	<input type="text"/>		<input type="text"/>
CCV Number:	<input type="text"/>		<input type="text"/>

Email completed forms to: bookings@abwaustralia.com.au

Once payment has been received a confirmation email with further details will be sent to you.

Should you require any additional information please contact us at info@abwaustralia.com.au or (02) 6223 2220 Australia wide.