



T&M Concepts 2009 Training Class Calendar

(Updated 1/22/09)

Ask how you can SAVE with private training for your organization.
These topics are available plus MORE in our Training Catalog
877.653.2678 or (Las Vegas) 702.233.3342 or Info@TandMConcepts.com
www.TandMConcepts.com

Classes available in the 6 KEY PROJECT MANAGEMENT AREAS: <i>Scope Cost Schedule Risk Resources Quality</i>		
Blueprint Reading for Construction PM104 2-day class: 8:30 am-4 pm	May	6-7
Excel for the Construction Industry II, Step-Up Functions 1-day class: 8:30 am-4 pm XL102	June December	22 7
Excel for the Construction Industry III, Accelerated Functions XL103 1-day class: 8:30 am-4 pm	July	13
Math for Construction PM105 2 half-days: 1-4:30 pm	February <i>also</i> Available upon Request	4-5
Microsoft Project, Introduction to PS200MS 2-day class: 8:30 am-4 pm	Available upon Request	
Primavera Project Planner (P3), Introduction to PS200P3 2-day class: 8:30 am-4 pm	Available upon Request	
Project Management Team-Based Workshop PM210 2-day class: 8:30 am-4 pm	Available upon Request	
SureTrak Project Manager, Introduction to PS200ST 2-day class: 8:30 am-4 pm	February April June August October December	12-13 2-3 11-12 27-28 15-16 3-4
<i>New!</i> Analyze and Troubleshoot Construction Schedules PS301 2-day class: 8:30 am-4 pm	April/May September	30-1 10-11

REGISTRATION BELOW ▼



T&M Concepts Training Registration Form (page 1 of 3)

Join the thousands who have benefited from T&M Concepts training!

Private classes—you come to us or we come to you.
SAVE with a class of 3 or more.
Contact us about custom training on these & other topics,
877.653.2678 or (Las Vegas) 702.233.3342 or Info@TandMConcepts.com
www.TandMConcepts.com

Company Name: _____

Contact Person: _____

Mailing Address: _____

Telephone: _____ Email: _____

Classes include handouts, refreshments, certificate of CEUs/PDUs.

Student Name & E-Mail	Class(es) <i>See calendar</i>	Date(s) <i>See calendar</i>	Class Fee <i>See below</i>	Sub-Total
<i>List additional students on separate page.</i> CLASSES & PRICING BELOW ▼				



T&M Concepts Training Registration Form (page 2 of 3)

"I learned more with T&M Concepts in 2 days than when I took a 40-hour course."

Private classes for your organization offer personalized, concentrated attention.
SAVE with a class of 3 or more.
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www.TandMConcepts.com

Class & Pricing:	Length	#Attending/Date
<input type="checkbox"/> Blueprint Reading for Construction PM104 \$949 includes <i>Print Reading for Construction, Residential & Commercial</i> by Brown/Dorfmueller	2 days	_____
<input type="checkbox"/> Excel II Step-Up Functions XL102 <i>(Excel for the Construction Industry series)</i> \$499 includes <i>Excel 2003 Bible</i> by Walkenbach	1 day	_____
<input type="checkbox"/> Excel III Accelerated Functions XL103 <i>(Excel for the Construction Industry series)</i> \$499 includes <i>Excel 2003 Bible</i> by Walkenbach	1 day	_____
<input type="checkbox"/> Math for Construction PM105 \$449 includes all materials	2 half-days	_____
<input type="checkbox"/> Microsoft Project, Introduction PS200MS \$949 includes <i>Planning & Scheduling Using Microsoft Office Project 2007</i> by Harris	2 days	_____
<input type="checkbox"/> Primavera Project Planner (P3), Introduction PS200P3 \$949 includes <i>Planning Using Primavera Project Planner P3 Ver. 3.1</i> by Harris	2 days	_____
<input type="checkbox"/> Project Management Team-Based Workshop PM210 \$949 includes all materials	2 days	_____
<input type="checkbox"/> SureTrak Project Manager, Introduction PS200ST \$949 includes <i>Planning Using Primavera SureTrak Project Manager Ver. 3.0</i> by Harris	2 days	_____
<input type="checkbox"/> Analyze and Troubleshoot Construction Schedules PS301 \$899 includes all materials	2 days	_____

PAYMENT/REGISTRATION BELOW ▼



T&M Concepts Payment and Registration Form (page 3 of 3)

"Glad we chose T&M Concepts. This training will be an asset to our company."

Classes held near US 95/Cheyenne in northwest Las Vegas.
*On-site corporate training is also available—
SAVE with a class of 3 or more.*
877.653.2678 or (Las Vegas) 702.233.3342 or Info@TandMConcepts.com
www.TandMConcepts.com

Disclaimer for Out-of-Town Students: From time to time **T&M Concepts** needs to cancel or postpone classes. If you are traveling from out of town, please contact our office by phone to be sure that the class has not been changed/cancelled prior to making any non-refundable travel plans. **T&M Concepts** accepts no responsibility for losses of travel-related charges resulting from student’s failure to verify that the class will be held.

I have read, understand, and agree to comply with the disclaimer.

How to Pay: Payment must be made in advance by company check or credit card and received by **T&M Concepts** prior to class date to confirm your reservation. (No personal checks accepted.) Cancellations received 5 business days prior to class day are fully refundable. Schedule is subject to change and class registration is based on availability at time of registration.

I will pay the total of \$_____ by company check payable to: **T&M Concepts**

I will pay the total of \$_____ by credit card - see below (Visa/MC/AMEX only)

Name on Card: _____

Mailing Address (Incl. ZIP): _____

Billing Address of credit card - if different (Incl. ZIP): _____

Type of Card: _____ Card Number: _____

Expiration Date: _____ Security Code: _____

Signature: _____

T&M Concepts—3 Ways to Register & Pay

Fax: Complete and fax this form [3 pages] to: 702.233.3341

Or

Phone: 702.233.3342 office [Pacific time]

877.653.2678 toll-free

Or

Mail: T&M Concepts, P.O. Box 570157

Las Vegas NV 89157-0157

Confirmation and additional information will be sent upon receipt of your completed registration.