

PUZZLED BY PROJECT CLOSEOUT?

COAA'S OWNER TRAINING INSTITUTE® CAN HELP!



PROJECT CLOSEOUT

Learn how planning, teamwork, and effective management are keys to successful closeout. Along with a 360-degree overview of best practices for closeout planning, specific proven approaches and strategies will be shared, including:

- Why one starts the closeout process at the beginning of the project
- Differences in project closeout based on project size (under \$100K, under \$1M, and over \$1M)
- Tools to streamline closeout...prompt punch list completion, complete O&M manuals, efficient financial closeout, etc.
- The importance of the Owner being accountable and managing the internal client or user group

Learning Objectives:

1. Learn WHY a complete and efficient closeout is beneficial for ALL stakeholders and participants.
2. Understand the challenges and barriers to a successful closeout process.
3. Hear and discuss strategies, tools, and best practices for improving the closeout process.
4. Learn and be able to apply specific improvement techniques for major elements of closeout, including punchlist, transition to operations, and furnishings & equipment.

COURSE OUTLINE

A "BEST" Approach

1. Identify the **Benefits** to the Owner for successful Project Closeout
2. Identify common barriers that require **Effort** for a successful Project Closeout
3. **Strategies** for successful project closeout
4. Proven **Tools** and resources to improve your closeout process

AIA CEUs

Earn 8 AIA Learning Units



DURATION

One Day (8:00 AM - 5:00 PM)

MORE INFORMATION