

# Schedule Management

## 1. Understanding the Role of the Parties in Schedule Development/Management

- Owner, Contractor and Architect's Roles
- Contractual Best Practices

## 2. Development of the Project Schedule

- Creating the Plan
- Schedule Formats
- Schedule Elements
- Effective Master Project Schedules
- Design Schedule Development and attributes of successful design schedules
- Construction Schedule Development
- Scheduling Specifications

## 3. Management of the Project Schedule

- How an Owner reviews the Contractor's Construction Schedule
- Strategies to monitor/maintain the construction schedule
- How "far ahead" should a Look Ahead Schedule Go?
- Float management - who owns the float?
- How to identify if the project is on schedule
- Schedule Updates – how often and in what form?
- Warning signs on a construction schedule
- Scheduling Pitfalls – How to prevent and deal with them

## 4. Dealing with Schedule Impacts

- Types of delays – excusable vs. non-excusable
- Constructive Acceleration
- Methods of Schedule Analysis
- Making up time –options with pros & cons for each
- Contract Exculpatory Clauses

## 5. Course Wrap Up