

IT Contracts

Drafting & Management

Incorporating Quality Assurance, Professional Good & Best Practices

Program Overview

In this program you will learn about...

1. Fundamental Understanding of the Professional Issues.
 - a. The Related Technology and Technical Issues
 - b. The Management Issues
 - c. The Work Processes
 - d. Professional Standards
 - e. Related Quality Assurance Methodology
2. Aligning your Departmental, Process and Personal Objectives with Organizational Mission, Vision, Strategic Objectives, Quality Policies and Requirements.
3. Specific Areas where you, your section, your department or your organization can take a Leadership Role.

This Program is Intended for...

This program is intended for all those professionals who draft contracts or provide inputs in drafted conditions.

All Managers, Engineers and Professional Staff.

PROGRAM CONTENT

1. You will Learn About Draft effective contracts avoiding:
 - a. Unnecessary disputes
 - b. Unenforceable conditions,
 - c. Inflated bids
 - d. Productivity loss
 - e. Claim administration
 - f. Dispute Settlement costs.
2. Program shows you how to draft contracts to enable long term relationship building and minimal termination pain to the parties.
3. Risk reduction by planned risk transfer and Business Continuity Risk reduction are two most important purpose of this program. To achieve this the program shows how to optimize and integrate Law, Methods, Engineering Practice,
4. Customer Satisfaction, Intellectual Property Protection and Technology into your contracts.

Latest Program Dates

- www.EuroTraining.com/bro/tel447.html
- www.EuroTrainingUK.com/bro/tel447.html

Registration Recommendations

It is recommended you nominate two participants together for this program. Single nominations will also be considered.

IT Contracts Training (TEL447)

REGISTRATION FORM	
Program:	IT Contracts Training (TEL447)
Location Where Attending:	
Program Dates:	
Whether Participant will Consider Alternate date if one requested is not available:	
Participant Name Prefix: Mr/Ms/Mrs	
Participant Name:	
Participant Job Title:	
Participant Department & Section:	
Participant Employer/ Company:	
Participant's Present Job Responsibilities:	
Participant Email Address:	
Participant Mobile Number:	
<u>Sponsored by:</u>	
Sponsoring Company:	
Job Title of Sponsoring Authority:	
Name of Sponsoring Authority:	
Email of Sponsoring Authority:	
Fax of Sponsoring Authority:	
Telephone Nos. of Sponsoring Authority:	
Web Site of Sponsoring Company:	
Invoice Reference:	
Invoicing Address:	

REGISTRATION INFORMATION

1. **To register:** Please send us an official letter confirming registration (on organizational letterhead or Authorized Email).
2. **Program Fee is**
 - o USD \$7,800 per participant and includes Course Materials, Certificate, Refreshments and Lunch.
3. **Service Charge and VAT (if applicable)** is not included in Program fee. Special rates will be available at venue hotel for the participants.
4. **Special discount of 10%** is offered for participants who pay their fees at least 45 days before start of the program.
5. **Refund will not be considered** where the participants cancels his registration less than 3 weeks before start of the program. Alternate nominations will be allowed anytime before program start.
6. **All participants are required to fill in Participant Information form** - on first day of the program. Each program Undergoes Customization to Better Meet Participant Present and Future Career Needs. Please be prepared to let the Instructor/s know about your organization's Special Needs, Interests or Initiatives.
7. **It is always useful for participants to bring their existing problems or case studies, work-process flow charts or job related problems for discussion** - consideration will be at sole discretion of the program director/s.
8. **Provisional Registration** : You can make a provisional registration by sending us an email – an official registration request can be made within 2 weeks. This will ensure we will reserve a seat. All provisional registrations automatically cancel 2 weeks before program start.
9. **Please note: No Live Voice Requests for Registration or Provisional Registrations.**