






# Frontline Project Management for Systems and Security

**SecurityCEU.com** and the leading expert in security and systems project management, **Nadim Sawaya**, has partnered to bring you:



- Industry-specific content is much more powerful
- Hybrid approach offers the practicality of eLearning with the intensity of an instructor-led course
- Master all the skills you need to be a successful Project Manager
- Offers best practices for your entire PM team – including sales and GC
- Course developed by a trusted provider with 22 years in the business

## This Course Includes:

-  10 Hours of training
-  Real-world learning examples
-  Includes downloadable reference material and tools to better manage your projects
-  Support webinars by the subject matter expert to answer questions and discuss the material
-  Online Exam

The 6 modules cover the principles of project management specifically designed for security projects. The course is designed to improve the skill set and competence of the program manager, ensure the program meets its contractually and financial objectives, develop a program playbook to follow in managing the program, and design methodologies and tools for the company leadership to manage the performance of the program manager and the project team(s). A final online exam will be given at the end of the course.

*Frontline Project Management for Systems and Security was created in partnership with Nadim Sawaya with Enterprise Performance Consulting and SecurityCEU.com.*

# Course Topics



## Module 1: Project Manager and Team Responsibilities

- PM Responsibilities
- Team Responsibilities
- Key Duties
- Team Roles
- Organizing the Project Team
- RACI Matrix
- Project Lifecycle

## Module 2: Defining Phase

- Defining Phase Steps
- Organization
- Review Contract/Sales Proposal
- Interviewing Salesperson and Customer
- Understanding Stakeholder Expectations and Motivations
- Validate Block Diagram
- Validate Bill of Materials and Estimates
- Payment Terms
- Kick-off Meeting

## Module 3: Planning Phase

- Types of Schedules
- Bar/Gantt
- Milestone Schedules
- Manpower Rotating Schedules
- Logical Diagram - Critical Path Method
- Planning Phase Steps
- Preliminary Schedule
- Work Breakdown Structure
- Cost Re-estimates
- Resource Commitment
- Scheduling

## Module 4: Implementation Phase

- Resource Procurement
- Golden Rule using Contractors
- Controlling the Project
- Documentation Tools
- Managing Field Work
- Coordinating Other Trades
- Managing Project Activities
- Managing Jobsite Safety
- Project Implementation Checklist

## Module 5: Closing Phase

- Project Closing Steps
- Customer Training
- Systems Testing and Acceptance
- As-built Documentation
- Final Testing and Acceptance
- Turnover to Service
- Project Closeout Checklist
- Project Audit

## About the Author:

### Nadim Sawaya, MSCE, CPP



Nadim Sawaya has over 35 Years of Executive and Operations Management Experience and holds an MS Degree in Construction Management from San Jose State. He also holds a General Electrical Contracting (C10) License in California and has managed Projects from \$5K to \$50MM in General Construction, Fire Alarm, Communication, Building Automation to Security Systems.

Nadim has held Leadership Roles with companies such as:  
Stanley Security: District General Manager and Area Leader  
Siemens Building Technologies: General Manager  
Honeywell: Division Manager  
Pinkerton Security: President of Western Division  
Convergint Technologies: Operations Manager