

COURSE OVERVIEW PM0031 **Certified Cost Control**

Course Title

Certified Cost Control

Course Date/Venue

September 07-11, 2025/Meeting Room No. 04,
Four Seasons Hotel, Cairo at Nile Plaza, Cairo,
Egypt

Course Reference

PM0031

Course Duration/Credits

Five days/3.0 CEUs/30 PDHs



Course Description



This practical and highly-interactive course includes various practical sessions and exercises. Theory learnt will be applied using our state-of-the-art simulators.



This course is designed to provide participants with a detailed and up-to-date overview of Certified Cost Control. It covers the cost control principles and practices; the importance of cost control in project management; the key concepts and definitions related to cost control; the cost control process and its components, objectives and benefits; the cost estimating and its role in cost control; the different types of cost estimates; the factors affecting cost estimation accuracy; and the role of cost planning and budgeting in cost control.



Further, the course will also discuss how to create a cost baseline and establish a budget; the cost accounts and work breakdown structure (WBS); developing a cost control plan and schedule; monitoring and controlling the cost; tracking actual costs against the budgeted costs; and the Earned Value Management (EVM) principles and calculations.

During the interactive course, participants will learn the variance analysis and performance measurement; the corrective actions and cost control strategies; the cost reporting requirements and formats; communicating cost control information to stakeholders; implementing cost forecasting techniques and tools; and analyzing cost trends and identifying potential risks.

Course Objectives

Upon the successful completion of this course, each participant will be able to:-

- Apply and gain an in-depth knowledge on cost control
- Discuss the cost control principles and practices and the importance of cost control in project management
- Identify the key concepts and definitions related to cost control and including cost control process and its components
- Determine the cost control objectives and benefits as well as illustrate cost estimating and its role in cost control
- Enumerate the different types of cost estimates and develop accurate cost estimates
- Describe the factors affecting cost estimation accuracy, the role of cost planning and budgeting in cost control
- Create a cost baseline, establish a budget and define cost accounts and work breakdown structure (WBS)
- Develop a cost control plan and schedule, cost monitoring, control techniques and tracking actual costs against the budgeted costs
- Recognize earned value management (EVM) principles and calculations
- Carryout variance analysis, performance measurement, corrective actions and cost control strategies
- Explain cost reporting requirements and formats and communicate cost control information to stakeholders
- Implement cost forecasting techniques and tools, analyze cost trends and identify potential risks

Who Should Attend

This course provides an overview of all significant aspects and considerations of cost control for general managers, financial controllers, budgeting managers, cost managers, business development managers, business planning managers, sales managers, production managers, business unit managers, engineering managers and project managers.

Exclusive Smart Training Kit - H-STK®



*Participants of this course will receive the exclusive “Howard Smart Training Kit” (H-STK®). The H-STK® consists of a comprehensive set of technical content which includes **electronic version** of the course materials conveniently saved in a **Tablet PC**.*

Course Certificate(s)

- (1) Internationally recognized Competency Certificates and Plastic Wallet Cards will be issued to participants who completed a minimum of 80% of the total tuition hours and successfully passed the exam at the end of the course. Certificates are valid for 5 years.

Recertification is FOC for a Lifetime.

Sample of Certificates

The following are samples of the certificates that will be awarded to course participants:-



- (2) Official Transcript of Records will be provided to the successful delegates with the equivalent number of ANSI/IACET accredited Continuing Education Units (CEUs) earned during the course.

* Haward Technology * CEUs * Haward Technology * CEUs * Haward Technology * CEUs * Haward Technology *



Haward Technology Middle East

Continuing Professional Development (HTME-CPD)

CEUs

CEU Official Transcript of Records

TOR Issuance Date:

14-Nov-22

HTME No.

74851

Participant Name:

Waleed Al Habeeb

Program Ref.	Program Title	Program Date	No. of Contact Hours	CEU's
PM0031	Certified Cost Control	November 10-14, 2022	30	3.0

Total No. of CEU's Earned as of TOR Issuance Date

3.0

TRUE COPY



Jaryl Castillo
Academic Director

Haward Technology has been approved as an Authorized Provider by the International Association for Continuing Education and Training (IACET), 2201 Cooperative Way, Suite 600, Herndon, VA 20171, USA. In obtaining this approval, Haward Technology has demonstrated that it complies with the ANSI/IACET 1-2013 Standard which is widely recognized as the standard of good practice internationally. As a result of their Authorized Provider membership status, Haward Technology is authorized to offer IACET CEUs for programs that qualify under the ANSI/IACET 1-2013 Standard.

Haward Technology's courses meet the professional certification and continuing education requirements for participants seeking Continuing Education Units (CEUs) in accordance with the rules & regulations of the International Association for Continuing Education & Training (IACET). IACET is an international authority that evaluates programs according to strict, research-based criteria and guidelines. The CEU is an internationally accepted uniform unit of measurement in qualified courses of continuing education.

Haward Technology is accredited by










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* Haward Technology * CEUs * Haward Technology * CEUs * Haward Technology * CEUs * Haward Technology *

Certificate Accreditations

Haward's certificates are accredited by the following international accreditation organizations:

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British Accreditation Council (BAC)

Haward Technology is accredited by the **British Accreditation Council** for **Independent Further and Higher Education** as an **International Centre**. Haward's certificates are internationally recognized and accredited by the British Accreditation Council (BAC). BAC is the British accrediting body responsible for setting standards within independent further and higher education sector in the UK and overseas. As a BAC-accredited international centre, Haward Technology meets all of the international higher education criteria and standards set by BAC.
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The International Accreditors for Continuing Education and Training (IACET - USA)

Haward Technology is an Authorized Training Provider by the International Accreditors for Continuing Education and Training (IACET), 2201 Cooperative Way, Suite 600, Herndon, VA 20171, USA. In obtaining this authority, Haward Technology has demonstrated that it complies with the **ANSI/IACET 2018-1 Standard** which is widely recognized as the standard of good practice internationally. As a result of our Authorized Provider membership status, Haward Technology is authorized to offer IACET CEUs for its programs that qualify under the **ANSI/IACET 2018-1 Standard**.

Haward Technology's courses meet the professional certification and continuing education requirements for participants seeking **Continuing Education Units** (CEUs) in accordance with the rules & regulations of the International Accreditors for Continuing Education & Training (IACET). IACET is an international authority that evaluates programs according to strict, research-based criteria and guidelines. The CEU is an internationally accepted uniform unit of measurement in qualified courses of continuing education.

Haward Technology Middle East will award **3.0 CEUs** (Continuing Education Units) or **30 PDHs** (Professional Development Hours) for participants who completed the total tuition hours of this program. One CEU is equivalent to ten Professional Development Hours (PDHs) or ten contact hours of the participation in and completion of Haward Technology programs. A permanent record of a participant's involvement and awarding of CEU will be maintained by Haward Technology. Haward Technology will provide a copy of the participant's CEU and PDH Transcript of Records upon request.

Accommodation

Accommodation is not included in the course fees. However, any accommodation required can be arranged at the time of booking.

Course Instructor(s)

This course will be conducted by the following instructor(s). However, we have the right to change the course instructor(s) prior to the course date and inform participants accordingly:



Mr. Adel Fahim is a **Senior Accounting & Finance Consultant** with over **20 years** of extensive experience in the areas of **Cost Control & Analysis, Cost Reduction, Cost Estimating, Cost Benefit Analysis, Cost Management & Optimization, Cost Monitoring & Control Techniques, Variance Analysis & Performance Measurement, Cost Reporting, Cost Forecasting, Financial Analysis, International Financial Reporting Standards (IFRS), Financial Statements Preparation, Preparation of Cash**

Flow in Accordance with IFRS, Reading & Interpreting **Financial Statements, Advanced Consolidation & Financial Reporting, Interim Financial Reporting, Merger & Acquisition, Accounts Payable Management, Account Receivables, Financial Analysis, Finance Management, Revenue Management, Bookkeeping, Fixed Assets Accounting, Warehouses Accounting, Cashflow Forecasting & Liquidity Management, Effective Budgeting, Life-Cycle Costing, Financial Operation & Planning, Financial Planning & Control, Financial Analysis** for Performance Improvement, Performance Evaluation by Effective **Budgets, Feasibility Studies** for Small & Medium Business, **Economic Evaluation & Risk Analysis, Financial Data Analysis, Fixed Asset Risk Management, Financial Modelling, Payroll Management & Accounting, Financial Accounting & Reports, General Accounts Reconciliations, Oil & Gas Accounting, Governmental Accounting, Cash Basis to Accrual Basis Conversion, Objective & Mechanism of Internal Auditing, Effective Budget Planning, VAT Awareness, Budget Estimation, Cash Management, , Fixed Asset Inventory, Debt/Collection Management, Revenue Management, Payroll Preparation, Financial Forecasting and Vendor Invoice Processing & Management.**

During his career life, Mr. Adel has gained his practical and field experience through his various significant positions and dedication as the **Branch Manager, Finance Manager, Accounting Manager, Chief Accountant, Senior Accountant, Financial Consultant, Junior Accountant and Senior Finance Consultant/Trainer** for companies like Ajyal Bookkeeping & Accounting Services, Kuwait Network Electronic Technology, Swiss Perfume Industries, Arabian Bemco Contracting, Region Trading Aggregate, Lantern Air Condition and Misr High Cool for Air Condition

Mr. Adel has a **Bachelor's** degree in **Commerce (Accounting)** and holds an **International Commercial Arbitration Diploma**. Further, he is a **Certified Instructor/Trainer** and has delivered numerous trainings, courses, seminars and workshops internationally.

Course Fee

US\$ 5,500 per Delegate + **VAT**. This rate includes H-STK® (Haward Smart Training Kit), buffet lunch, coffee/tea on arrival, morning & afternoon of each day.

Training Methodology

All our Courses are including **Hands-on Practical Sessions** using equipment, State-of-the-Art Simulators, Drawings, Case Studies, Videos and Exercises. The courses include the following training methodologies as a percentage of the total tuition hours:-

- 30% Lectures
- 20% Practical Workshops & Work Presentations
- 30% Hands-on Practical Exercises & Case Studies
- 20% Simulators (Hardware & Software) & Videos

In an unlikely event, the course instructor may modify the above training methodology before or during the course for technical reasons.

Course Program

The following program is planned for this course. However, the course instructor(s) may modify this program before or during the course for technical reasons with no prior notice to participants. Nevertheless, the course objectives will always be met:

Day 1: Sunday, 07th of September 2025

0730 – 0800	<i>Registration & Coffee</i>
0800 – 0815	<i>Welcome & Introduction</i>
0815 – 0830	PRE-TEST
0830 – 0930	<i>Introduction to Cost Control Principles & Practices</i>
0930 – 0945	<i>Break</i>
0945 – 1030	<i>The Importance of Cost Control in Project Management</i>
1030 – 1130	<i>Key Concepts & Definitions Related to Cost Control</i>
1130 – 1230	<i>Cost Control Process & Its Components</i>
1230 – 1245	<i>Break</i>
1245 – 1420	<i>Cost Control Objectives & Benefits</i>
1420 – 1430	Recap
1430	<i>Lunch & End of Day One</i>

Day 2: Monday, 08th of September 2025

0730 – 0930	<i>Cost Estimating & Its Role in Cost Control</i>
0930 – 0945	<i>Break</i>
0945 – 1030	<i>Different Types of Cost Estimates (e.g., Conceptual, Definitive)</i>
1030 – 1130	<i>Techniques for Developing Accurate Cost Estimates (e.g., Top-Down, Bottom-up)</i>
1130 – 1230	<i>Factors Affecting Cost Estimation Accuracy</i>
1230 – 1245	<i>Break</i>
1245 – 1420	<i>Practical Exercises & Case Studies on Cost Estimating Techniques</i>
1420 – 1430	Recap
1430	<i>Lunch & End of Day Two</i>

Day 3: Sunday, 09th of September 2025

0730 – 0930	<i>The Role of Cost Planning & Budgeting in Cost Control</i>
0930 – 0945	<i>Break</i>
0945 – 1030	<i>Creating a Cost Baseline & Establishing a Budget</i>

1030 – 1130	Defining Cost Accounts & Work Breakdown Structure (WBS)
1130 – 1230	Developing a Cost Control Plan & Schedule
1230 – 1245	Break
1245 -1420	Practical Exercises on Cost Planning & Budgeting
1420 - 1430	Recap
1430	Lunch & End of Day Three

Day 4: Sunday, 10th of September 2025

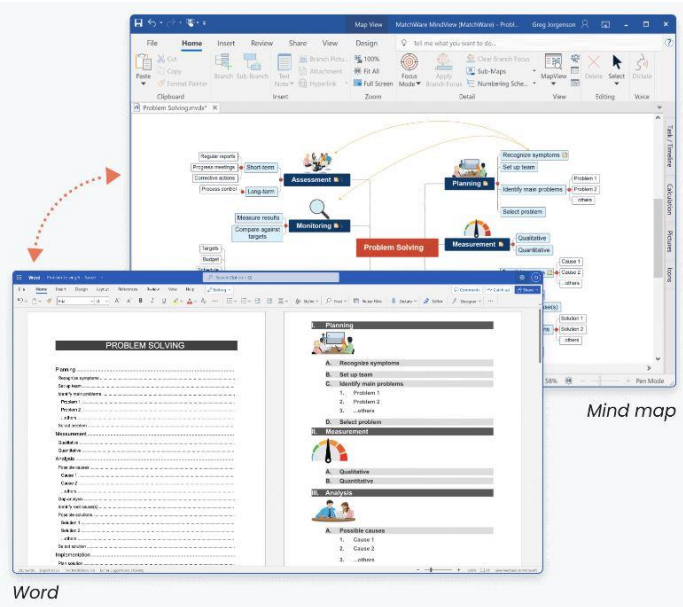
0730 – 0930	Cost Monitoring & Control Techniques
0930 – 0945	Break
0945 – 1030	Tracking Actual Costs Against the Budgeted Costs
1030 – 1130	Earned Value Management (EVM) Principles & Calculations
1130 – 1230	Variance Analysis & Performance Measurement
1230 – 1245	Break
1245 – 1420	Corrective Actions & Cost Control Strategies
1420 - 1430	Recap
1430	Lunch & End of Day Four

Day 5: Sunday, 11th of September 2025

0730 – 0930	Cost Reporting Requirements & Formats
0930 – 0945	Break
0945 – 1030	Communicating Cost Control Information to Stakeholders
1030 – 1100	Cost Forecasting Techniques & Tools
1100 – 1200	Analyzing Cost Trends & Identifying Potential Risks
1200 – 1215	Break
1215 – 1300	Final Case Study & Practical Exercises on Cost Reporting & Analysis
1300 – 1315	Course Conclusion
1315 – 1415	COMPETENCY EXAM
1415 – 1430	Presentation of Course Certificates
1430	Lunch & End of Course

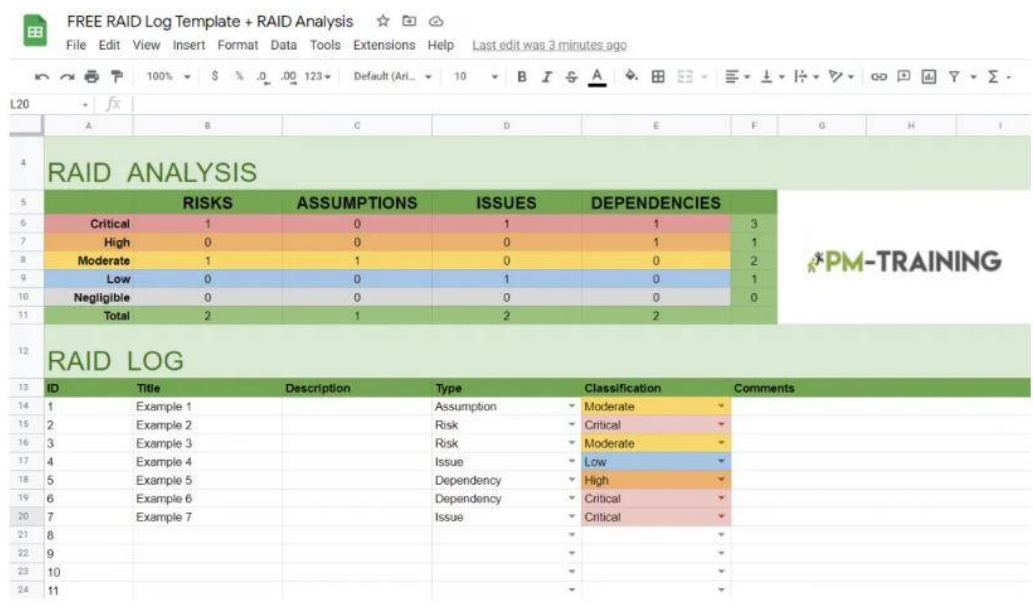
Simulator (Hands-on Practical Sessions)

Practical sessions will be organized during the course for delegates to practice the theory learnt. Delegates will be provided with an opportunity to carry out various exercises using the “Mindview Software” and “Raidlog Simulator”.



The screenshot displays the Mindview Software interface. At the top, a mind map titled 'Problem Solving' is visible, with branches for 'Assessment', 'Planning', 'Monitoring', and 'Measurement'. Below the mind map, a word document titled 'PROBLEM SOLVING' is open, showing a detailed outline of the problem-solving process. The document includes sections for 'Problem Solving', 'Assessment', 'Planning', 'Monitoring', and 'Measurement', each with sub-points and descriptions. The software interface also includes a 'Mind map' label and a 'Word' label.

Mindview Software



The screenshot displays the Raidlog Simulator interface. It features a 'FREE RAID Log Template + RAID Analysis' header. Below the header, there is a table for 'RAID ANALYSIS' and a table for 'RAID LOG'.

	RISKS	ASSUMPTIONS	ISSUES	DEPENDENCIES
Critical	1	0	1	3
High	0	0	0	1
Moderate	1	1	0	2
Low	0	0	1	1
Negligible	0	0	0	0
Total	2	1	2	2

ID	Title	Description	Type	Classification	Comments
1	Example 1		Assumption	Moderate	
2	Example 2		Risk	Critical	
3	Example 3		Risk	Moderate	
4	Example 4		Issue	Low	
5	Example 5		Dependency	High	
6	Example 6		Dependency	Critical	
7	Example 7		Issue	Critical	

Raidlog Simulator

Course Coordinator

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