



COURSE OVERVIEW PM0323-3D
Certified Estimating Professional (AACE-CEP)
(AACE Exam Preparation Training)

Course Title

Certified Estimating Professional (AACE- CEP)
(AACE Exam Preparation Training)

Course Date/Venue

June 22-24, 2025/Meeting Room 4, Four Seasons
Hotel Cairo at Nile Plaza, Cairo, Egypt

Course Reference

PM0323-3D

Course Duration/Credits

Three days/1.8 CEUs/18 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 estimating professional (AACE-CEP). It covers the cost estimating including the role of the cost estimator, elements of cost, elements of analysis and enabling knowledge; the general estimating concepts, cost estimating terminology, cost estimate classifications and estimate variability; the uncertainty, estimating algorithms, code of account and historical cost data; the estimating processes and practices; and planning the estimate, estimating methodologies, quantification, costing, pricing and conditioning.



During this interactive course, participants will learn the risk evaluation and contingency determination; the estimate documentation, estimate reconciliation, estimate review and validation; the estimate reporting and estimate closeout; the other estimating issues, bidding, budgeting, project and life cycle costing; the cash flow and forecasting, cost control baseline and project and product costs; and the internationalization, building information modeling (BIM) and change order estimating.

Course Objectives

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

- Get prepared for the next ACCE-CEP exam and have enough knowledge and skills to pass such exam in order to get the CEP certification
- Discuss cost estimating including the role of the cost estimator, elements of cost, elements of analysis and enabling knowledge
- Explain general estimating concepts, cost estimating terminology, cost estimate classifications and estimate variability
- Recognize uncertainty, estimating algorithms, code of account and historical cost data
- Estimate processes and practices as well as plan the estimate, estimate methodologies and apply quantification, costing, pricing and conditioning
- Analyze risk evaluation and contingency determination, estimate documentation and reconciliation, estimate review and validation and estimate reporting and estimate closeout
- Identify other estimating issues, bidding, budgeting, project and life cycle costing, cash flow and forecasting, cost control baseline and project and product costs
- Recognize internationalization, building information modeling (BIM) and change order estimating

Exclusive Smart Training Kit - H-STK®



Participants of this course will receive the exclusive “Haward 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**.

Who Should Attend

This course provides an overview of all significant aspects and considerations of estimating professional (AACE-CEP) for all construction industry professionals, project managers, engineers, consultants, cost estimators, controllers, accountants, quantity surveyors or those who leads, manages or supports project planning and execution.

Exam Eligibility & Structure

Eligibility Requirements	Recommended Study Materials
8 years industry related experience	<ul style="list-style-type: none"> • AACE's Certified Estimating Professional Study Guide • AACE's Skills & Knowledge of Cost Engineering, 6th Edition • AACE's Recommended Practices 46R-11, 11R-88 and 10S-90 • AACE's Total Cost Management Framework • AACE's CEP Examinee Format of Definitions
OR	
<ul style="list-style-type: none"> • 4 years industry related experience + 4-year industry related college degree • Adherence to AACE's Canons of Ethics 	



AACE-CEP Certificate(s)

- (1) AACE-CEP certificates will be issued to participants who have successfully passed the AACE-CEP examination.



- (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.

Howard Technology Middle East Continuing Professional Development (HTME-CPD)			
CEU Official Transcript of Records			
TOR Issuance Date:	12-Nov-24		
HTME No.	74851		
Participant Name:	Waleed Al Habeeb		
Program Ref.	Program Title	Program Date	CEU's
PM0323-3D	Certified Estimating Professional (AACE-CEP) (Advanced Preparation Training)	November 10-12, 2024	1.8
Total No. of CEU's Earned as of TOR Issuance Date			1.8
<p>TRUE COPY</p> <p>Jaryl Castillo Academic Director</p>			
<p>Howard Technology has been approved as an Accredited Provider for the International Association for Continuing Education and Training (IACET), 2001 Cooperative Way, Suite 600, Herndon, VA 20171, USA. In obtaining this approval, Howard Technology has demonstrated that it complies with the ANSI/IACET 1:2018 Standard which is widely recognized as the standard of good practice internationally. As a result of this Authorized membership status, Howard Technology is authorized to offer IACET CEUs for programs that qualify under the ANSI/IACET 1:2018 Standard.</p> <p>Howard Technology's courses meet the professional, continuing 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.</p>			
Howard Technology is accredited by			
<p>P.O. Box 26070, Abu Dhabi, United Arab Emirates Tel.: +971 2 3091 714 E-mail: info@haward.org Website: www.haward.org</p>			

Course Certificate(s)

Internationally recognized certificates will be issued to all participants of the course who completed a minimum of 80% of the total tuition hours.

Certificate Accreditations

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

- 
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 **1.8 CEUs** (Continuing Education Units) or **18 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. Ahmed Mady is a **Senior Mechanical & Management Consultant** with over **30 years** of teaching/training and hands-on experience within the **Oil & Gas** industries. His field of specialization includes **Budgeting & Cost Control**, **Bidding Evaluation**, **Cost Engineering & Control**, **Elements of Cost**, **Cost Estimating Terminology**, **Building Information Modeling (BIM)**, **Risk Evaluation & Contingency Determination**, **Strategic Succession Planning**, **Basic Supervisory Skills**, **Supervisory Skills** in Aviation Fueling Business, **Strategic Planning**, **Team Building & Motivation**, **Seven Habits of Highly Effective People**, **Business Ethics & Etiquette**, **Emotional Intelligence**, **Work Ethics**, **Positivity at Work**, **Supervisory Skills**, **Communication & Interpersonal Skills**, **Negotiation Skills**, **Motivation**, **Change Management**, **Performance Management**, **Logistics Management**, **Organization Procedure Evaluation & Auditing**, **Risk Management**, **Quality Management**, **Managing & Negotiating with Consultants & Contractors**, **Finance Management**, **Material Requirement Planning Technique**, **Transport & Fleet Management**, **Purchasing**, **Logistics**, **Materials & Supply Chain Management**, **Logistics & Distribution Information & Management Systems**, **Warehouse Management**, **Warehouse & Storekeeping**, **Yard Operations**, **Transport Management & Planning**, **Road Transport Fleet Management**, **Warehousing & Transportation**, **Logistical & Transportation Planning Methods**, **General Public Security**, **UN Human Rights**, **Etiquette & Protocol**, **Security Risk Assessment & Management**, **Security Detection Systems & Operation** and **Security Management Systems**. Further he is well-versed in **Pump Selection**, **Installation**, **Performance & Control**, **Pump & Valve Operation**, **Control**, **Maintenance & Troubleshooting Maintenance and Control System**, **Heat Exchangers Operations**, **Maintenance & Troubleshooting**. Mr. Ahmed is actively involve in managing a team of engineers, supporting all engineering studies, modifications, aging studies and maintenance analysis. Mr. Ahmed had likewise worked as a **Training Consultant** being responsible with the design and implementation of various training programs for different organizational activities.

Mr. Ahmed was the **Project Manager** of **KNPC/KPC** for various certified programs for Kuwait Contractor Employees including **Electrical Program**, **Mechanical & Pipefitting Program**, **Welding & Fabrication Program** and the **Certified Process Operation Program**. Prior to this, he has been the **Project Manager** as well of **ADMA-OPCO's CAMS** long-term training projects for almost 9 years & Abu Dhabi Police for logistics project for 2 years. Earlier in his career, Mr. Ahmed had occupied several challenging roles with several large international companies as the **Project Manager**, **Contracts Manager**, **Systems Analyst**, **Training Branch Chief**, **Systems & Communication Engineer** and **Computer Programmer**. Further, he has travelled all over Europe, Asia and the Americas joining numerous conferences and workshops with international companies such as **IBM**, **System Science Corporation (SSC)** and **International Air Transport Association (IATA)**.

Mr. Ahmed has a **Bachelor's degree** in **Mechanical Engineering** and a **Certified Trainer/Instructor**. Further, he has gained **Diplomas** on **Civil Aviation Engineering**, **Islamic Studies** and **Information Systems & Technology**. Moreover, he is a **Certified Internal Verifier** by **City & Guilds Level 4 Certificate** in **Leading the Internal Quality Assurance of Assessment Processes & Practice** under the **IQA Qualification (Internal Quality Assurance)** and a **Certified Assessor** by **City & Guilds Level 3 Award** in **Assessing Vocationally Related Achievement** under the **TAQA Qualification (Training, Assessment & Quality Assurance)** as well as a **Certified Trainer/Assessor/Internal Verifier** of the **Institute of Leadership & Management (ILM)**, **UK**. Further, he has delivered numerous trainings, workshops and conferences and projects worldwide.



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.

Training Fee

US\$ 3,750 per Delegate + **VAT**. This rate includes H-STK® (Haward Smart Training Kit), buffet lunch, coffee/tea on arrival, morning & afternoon of each day.

Exam Fee

US\$ 920 per Delegate + **VAT**.

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, 22nd of June 2025

0730 – 0800	Registration & Coffee
0800 – 0815	Welcome & Introduction
0815 – 0830	PRE-TEST
0830 – 0930	Introduction to Cost Estimating The Role of the Cost Estimator • Elements of Cost • Elements of Analysis • Enabling Knowledge
0930 – 0945	Break
0945 – 1100	General Estimating Concepts Cost Estimating Terminology • Cost Estimate Classifications • Estimate Variability
1100 – 1230	General Estimating Concepts (cont'd) Uncertainty • Estimating Algorithms
1230 – 1245	Break
1245 – 1400	General Estimating Concepts (cont'd) Code of Account • Historical Cost Data
1400 – 1420	Quiz
1420 – 1430	Recap
1430	Lunch & End of Day One

Day 2: Monday, 23rd of June 2025

0730 – 0830	Review of Day 1
0830 – 0930	Estimating Processes & Practices Planning the Estimate • Estimating Methodologies • Quantification
0930 – 0945	Break
0945 – 1100	Estimating Processes & Practices (cont'd) Costing • Pricing • Conditioning



1100 – 1230	Estimating Processes & Practices (cont'd) <i>Risk Evaluation & Contingency Determination • Estimate Documentation • Estimate Reconciliation</i>
1230 – 1245	<i>Break</i>
1245 – 1400	Estimating Processes & Practices (cont'd) <i>Estimate Review & Validation • Estimate Reporting • Estimate Closeout</i>
1400 – 1420	Quiz
1420 – 1430	Recap
1430	<i>Lunch & End of Day Two</i>

Day 3: Tuesday, 24th of June 2025

0730 – 0830	<i>Review of Day 2</i>
0830 – 0930	Other Estimating Issues <i>Bidding • Budgeting • Project & Life Cycle Costing</i>
0930 – 0945	<i>Break</i>
0945 – 1100	Other Estimating Issues (cont'd) <i>Cash Flow & Forecasting • Cost Control Baseline • Project & Product Costs</i>
1100 – 1230	Internationalization <i>Building Information Modeling (BIM)</i>
1230 – 1245	<i>Break</i>
1245 – 1345	Internationalization (cont'd) <i>Change Order Estimating</i>
1345 – 1400	Course Conclusion
1400 – 1415	POST-TEST
1415 – 1430	<i>Presentation of Course Certificates</i>
1430	<i>Lunch & End of Course</i>

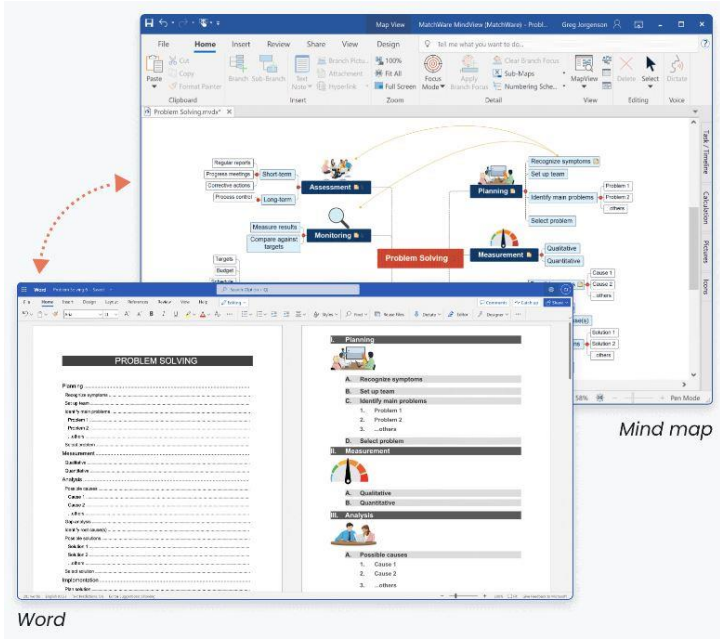
MOCK Exam

Upon the completion of the course, participants have to sit for a MOCK Examination similar to the exam of the Certification Body through Haward's Portal. Each participant will be given a username and password to log in Haward's Portal for the MOCK exam during the 30 days following the course completion. Each participant has only one trial for the MOCK exam within this 30-day examination window. Hence, you have to prepare yourself very well before starting your MOCK exam as this exam is a simulation to the one of the Certification Body.



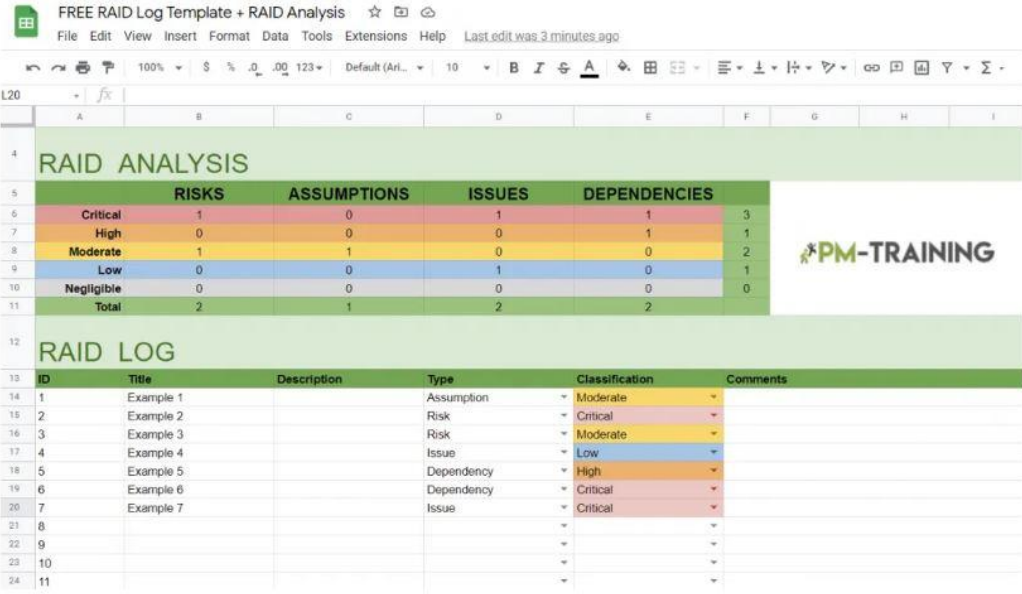
Simulator (Hands-on Practical Sessions)

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



The screenshot displays the Mindview Software interface. At the top, a 'Map View' window shows a complex mind map with nodes for 'Problem Solving', 'Planning', 'Measurement', and 'Monitoring'. Below this, a 'Word' window shows a document titled 'PROBLEM SOLVING' with sections for 'Planning', 'Measurement', and 'Monitoring'. The 'Mind map' label is placed next to the Map View window, and the 'Word' label is placed next to the Word window.

Mindview Software



The screenshot shows a spreadsheet titled 'FREE RAID Log Template + RAID Analysis'. It contains two main sections: 'RAID ANALYSIS' and 'RAID LOG'.

RAID ANALYSIS

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

RAID LOG

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	
8					
9					
10					
11					

Raidlog Simulator

Course Coordinator

Mari Nakintu, Tel: +971 2 30 91 714, Email: mari1@haward.org