



COURSE OVERVIEW PM0326

Certified Cost Professional (AACE-CCP)

(AACE Exam Preparation Training)

Course Title

Certified Cost Professional (AACE-CCP) (AACE Exam Preparation Training)

Course Date/Venue

April 21-25, 2025/Boardroom 2, Elite Byblos Hotel Al Barsha, Sheikh Zayed Road, Dubai, UAE

Course Reference

PM0326

Course Duration/Credits

Five days/4.0 CEUs/40 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 Cost Professional (AACE-CCP). It covers the cost elements, cost dimensions, cost classification, cost types including statistics and probabilities; the economics and financial analysis as well as physical measurements; enhancing the knowledge of leadership, organization structure and information management; the quality and value management, environmental, health and safety (EHS) and total cost management (TCP); and the strategic and asset management process, project control process elicitation and analysis.



During this interactive course, participants will learn the scope and execution strategy development, cost estimating foundations, conceptual estimates and uncertainty; costing and pricing the estimate, budgeting, documenting, resource management, value analysis and engineering and risk management; the types and components of contract, integrated project control and investment decision making; the project implementation, project control implementation, cost accounting and performance and project performance assessment; and the project and asset performance assessment and forecasting performance assessment.





Course Objectives

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

- Get prepared for the next ACCE-CCP exam and have enough knowledge and skills to pass such exam in order to get the CCP certification
- Discuss cost elements covering cost dimensions, cost classification, cost types including statistics and probabilities
- Carryout economics and financial analysis as well as physical measurements
- Enhance the knowledge of leadership, organization structure and information management
- Apply quality and value management, environmental, health and safety (EHS) and total cost management (TCP)
- Employ strategic and asset management process, project control process elicitation and analysis
- Discuss the scope and execution strategy development as well as cost estimating foundations, conceptual estimates and uncertainty
- Apply costing and pricing the estimate, budgeting, documenting, resource management, value analysis and engineering and risk management
- Identify the types and components of contract and apply integrated project control and investment decision making
- Carryout project implementation, project control implementation, cost accounting and performance and project performance assessment
- Apply project and asset performance assessment and forecasting performance assessment

Who Should Attend

This course provides an overview of all significant aspects and considerations of cost professional (AACE-CCP) for those who are part of any team that executes industrial projects. The course is aimed at cost controllers, project engineers, (cost) estimators, project managers, project cost engineers, project control professionals, contract administrators, discipline leads, members of the purchase department, members of a tendering team, work preparators and all who are involved in technical projects, cost estimation, cost control and contract review in their organization as well as those who are associated with project planning and scheduling.

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**.



Exam Eligibility & Structure

Eligibility Requirements	Recommended Study Materials
<ul style="list-style-type: none"> • 8 years industry related experience or • 4 years industry related experience + 4-year industry related college degree • Adherence to AACE's Canons of Ethics 	<ul style="list-style-type: none"> • CCP Review Course • CCP Candidate Handbook • How to Write a CCP Memo • AACE's CCP Certification Study Guide • AACE's Recommended Practices 11R-88 and 10S-90 • AACE's Skills & Knowledge of Cost Engineering, 6th Edition • AACE's Total Cost Management Framework

*CCP certification is valid for 3 years and must be recertified through the accumulation of 12 CEUs in at least two categories or re-examination. [Click here to learn more about recertification.](#)

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\$ 6,500 per Delegate. 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.

Accommodation

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





AAACE-CCP Certificate(s)

- (1) AAACE-CCP certificates will be issued to participants who have successfully passed the AAACE-CCP 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.

CEUS Official Transcript of Records

Howard Technology Middle East
Continuing Professional Development (HTWE-CPD)

TOR Issuance Date: 16-Nov-23
HTWE No. 74851
Participant Name: Waleed Al Habeeb

Program Ref.	Program Title	Program Date	No. of Contact Hours	CEU's
PM0326	Certified Cost Professional (AAACE-CCP) (AAACE Exam Preparation Training)	November 11-15, 2023	40	4.0

Total No. of CEU's Earned as of TOR Issuance Date: **4.0**

TRUE COPY
Janyl Castillo
Janyl Castillo
Academic Director

Howard Technology has been approved as an Accredited Provider by the International Association for Continuing Education and Training (IACET) 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 standard unit of measurement in quality courses of continuing education.


Howard Technology is accredited by:

PO. Box 26070, Abu Dhabi, United Arab Emirates | Tel.: +971 2 3991 714 | Email: info@howard.org | Website: www.howard.org




Certificate Accreditations

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**. 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 **4.0 CEUs** (Continuing Education Units) or **40 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.



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. Drag Zic is a **Senior Project Management Consultant** with over **30 years** of extensive experience. His expertise mainly covers **Project & Contract Management; Project Management, Total Cost Management (TCM), Performance Measurement, Value Management, Planning, Budgeting & Cost Control, Scheduling, Budgeting & Cost Control; Project Management Essentials, Advanced Project Management, Project Reporting, Project Risk Management, Risk Identification Tools & Techniques, Project Life Cycle, Project Stakeholder & Governance, Project Management Processes, Project Integration Management, Project Management Plan, Project Work Monitoring & Control, Project Scope Management, Project Time Management, Best Practices for Managing Multiple Projects, Document Management, Record Management, Leadership & Business, Performance Management, Customer Service Management, Quality Management, Risk Management, Data Management Systems, R&D, Research Management, Leading Effective Meetings, Leadership & Business, Presentation Skills, Decision Making Skills, Communication Skills, Negotiation Skills, Coaching & Mentoring, Performance Management, Customer Service Management, Critical Thinking & Creativity, Quality Management and Risk Management.** Further, he is well-versed in Analytical & Chemical Laboratory Management, Statistical Analysis of Laboratory Data, Statistical Method Validation & Laboratory Auditing, Sample Development & Preparation in Analytical Laboratory, Data Analysis Techniques, Laboratory Quality Management (ISO 17025), Applied Research & Technology, Basic Geology, Quality Assurance Assessment, Quantified Risk Assessment (QRA) as well as in Seismic Monitoring Systems, Seismological Software (4di, Xmts, OptiNet and ErrMap), Data Analysis, Rock Mass Stability Analysis, Seismic Budget Planning & Productivity Improvement Analysis, HazMap, ISO Standards as well as Balance Scorecard. He is currently the **Director & Principal Consultant of DRAMI** wherein he is responsible in formulating and executing the plans for applied research and technology transfer.

During Mr. Zic's career life, he had occupied several significant positions as the **Project Manager, Contract Manager, Programme Manager, Safety & Engineering Manager, Rock Engineering Manager, Laboratory Manager and Mine Seismologist** with different international companies.

Mr. Zic is a **Professional Natural Scientist**, has a **Bachelor** degree in **Geology**, a **Diploma in Management Development Programme** and currently enrolled for **Phd** in **Wits University**. Further, he is a **Certified Instructor/Trainer**, a **Certified Trainer/Assessor** by the **Institute of Leadership & Management (ILM)** and an active member of various professional engineering bodies internationally like the **European Geosciences Union (EGU)**, the **Canadian Institute of Mining (CIM)**, the **Project Management South Africa (PSMA)**, the **European Association of Geoscientists and Engineers (EAGE)**, the **South African Council for Natural Scientific Professions (SACNASP)**, the **International Society for Rock Mechanics (ISRM)** and the **South African Geophysical Association (SAGA)**. He has further delivered numerous trainings, workshops, conferences and seminars internationally.





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: Monday, 21st of April 2025

0730 – 0800	Registration & Coffee
0800 – 0815	Welcome & Introduction
0815 – 0830	PRE-TEST
0830 – 0930	Elements of Costs Cost Dimensions • Cost Classifications
0930 – 0945	Break
0945 – 1230	Elements of Costs (cont'd) Cost Types • Pricing
1230 – 1245	Lunch
1245 - 1400	Elements of Analysis Statistics & Probabilities • Economics & Financial Analysis
1400 - 1415	Break
1415 - 1650	Elements of Analysis (cont'd) Physical Measurements
1650 - 1700	Recap
1700	End of Day One

Day 2: Tuesday, 22nd of April 2025

0730 – 0930	Enabling Knowledge Part A Leadership • Part B Organization Structure
0930 – 0945	Break
0945 – 1230	Enabling Knowledge (cont'd) Information Management • Quality Management
1230 – 1245	Lunch
1245 - 1400	Enabling Knowledge (cont'd) Value Management • Environmental, Health & Safety (EHS)
1400 - 1415	Break
1415 - 1650	Total Cost Management (TCM) Process Overall TCM Process & Terminology • Strategic & Asset Management Process • Project Control Process
1650 - 1700	Recap
1700	End of Day Two

Day 3: Wednesday, 23rd of April 2025

0730 – 0930	Planning Requirements Elicitation & Analysis • Scope & Execution Strategy Development • Part A: Schedule Planning • Part B: Schedule Development
0930 – 0945	Break
0945 – 1230	Planning (cont'd) Part C Other Schedule Topics • Part A: Cost Estimation Foundations • Part B: Conceptual Estimates • Part C: Uncertainty
1230 – 1245	Lunch
1245 - 1400	Planning (cont'd) Part D: Costing & Pricing the Estimate • Part E: Budgeting & Documenting the Estimate • Resource Management • Value Analysis & Engineering





1400 - 1415	Break
1415 - 1650	Planning (cont'd) Risk Management • Part A: Contract Types & Components • Part B Integrated Project Control • Investment Decision Making
1650 - 1700	Recap
1700	End of Day Three

Day 4: Thursday, 24th of April 2025

0730 - 0930	Plan Implementation Project Implementation
0930 - 0945	Break
0945 - 1230	Plan Implementation (cont'd) Project Control Implementation
1230 - 1245	Lunch
1245 - 1400	Performance Measurement Cost Accounting
1400 - 1415	Break
1415 - 1650	Performance Measurement (cont'd) Part A: Performance Measurement
1650 - 1700	Recap
1700	End of Day Four

Day 5: Friday, 25th of April 2025

0730 - 0930	Performance Measurement (cont'd) Part B: Project Performance Measurement
0930 - 0945	Break
0945 - 1230	Performance Assessment Project Performance Assessment
1230 - 1245	Lunch
1245 - 1400	Performance Assessment (cont'd) Asset Performance Measurement
1400 - 1415	Break
1415 - 1615	Performance Assessment (cont'd) Forecasting
1615 - 1630	Course Conclusion
1630 - 1645	POST-TEST
1645 - 1700	Presentation of Course Certificates
1700	End of Course

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 image shows two overlapping windows from the Mindview Software. The top window displays a mind map with a central node 'Problem Solving' and several branches including 'Assessment', 'Planning', 'Measurement', and 'Monitoring'. The bottom window shows a word document titled 'PROBLEM SOLVING' with a structured outline of the same process. A red dashed arrow points from the word document to the mind map.

Mindview Software

The image shows a spreadsheet titled 'FREE RAID Log Template + RAID Analysis'. It contains two main tables: '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

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