



Project Team's Prolog Training Schedule

Prolog Training Schedule of Classes (Jan. 2005 ~ Mar. 2005)

...we offer CLASSROOM and WEBEX courses...				Scheduled for MONTH of:				
(x) check the course you want to register.				Circle the date box you want to register.				
(X)	Course Title	Type	Price			Jan. 2005	Feb. 2005	Mar. 2005
	Introduction to Prolog Manager (2 days)	Classroom	\$700.00			1/6, 1/7		3/3, 3/4
	Advanced Reporting With Prolog (3 Lessons)	WebEx	\$450.00			1/5-1/7		3/7-3/9
	Prolog Administration (2 Lessons)	WebEx	\$350.00					3/10, 3/11
	Cost Management Using Prolog (1 day)	Classroom	\$450.00				2/3	
	Advanced Document Control (1 day)	Classroom	\$450.00				2/4	
	Purchasing Using Prolog (3 Lessons)	WebEx	\$450.00				2/7-2/9	
	Introduction to Prolog Website (2 Lessons)	WebEx	\$350.00				2/10-2/11	

Project Team Solutions, Inc. (PTSI) reserves the right to change, add or cancel any scheduled class. If you have registered for Prolog Training via WebEx, you will be notified (3) business days prior to class date of any changes. All Prolog WebEx training courses are held via internet through WebEx Conferencing. All Prolog via WebEx lessons are scheduled for 3PM to 5PM (EST) unless noted otherwise. Seats are limited and classes fill quickly. So fax your registration form in today. Please contact your PTSI sales representative to verify dates and availability. If your company has a large number of employees to train, or if you want to customize the content of the training course to fit your company's needs, PTSI can setup a custom class for you. For more information on custom onsite training, contact your PTSI representative.

All Prolog Classroom Trainings will be conducted at the following location, unless noted otherwise:

Washington Dulles Airport Marriott

45020 Aviation Drive
Dulles, Virginia 20166 USA

Phone: 1-703-471-9500

Fax: 1-703-661-8714

9:00AM ~ 4:30 PM (EST)

For rates, availability, reservations and map, please visit: <http://marriott.com/property/propertyPage/IADAP>

Introduction to Prolog® Manager 7

This course will provide you with the fundamentals you need to use Prolog Manager 7 on the job. You do not need prior experience using Prolog Manager or any other project management software. The course is designed to emulate the progression of a construction project using Prolog Manager. All instructors are experienced AEC industry professionals who can relate to your needs and answer your questions.

Pre-requisite: Working Knowledge of Windows is recommended

Delivery Method: Classroom

Duration: Two days

**This course is recommended for New Prolog Manager Users and Beginners.*

Advanced Reporting with Crystal for Prolog Manager 7

This course provides hands-on instruction of the fundamentals you need to customize reports using Seagate™ Crystal Reports and Prolog Manager 7. This class covers report basics, adding and deleting fields, creating new reports using Prolog templates, and sub reports. This course also illustrates helpful design hints, font changes, system/field name formulas, and features of the Crystal Report formula editor. All instructors are experienced AEC industry professionals who can relate to your needs and answer your questions.

Pre-requisite: Successful completion of Introduction to Prolog Manager 7 is suggested

Delivery Method: WebEx

Duration: 6 Hours - delivered in 3 (2) hour lessons

**This course is recommended for Intermediate to Advanced Prolog Manager Users, Power Users, and Prolog Administrators.*

Prolog Administration

This course provides hands-on instruction of the fundamentals you need to use the administrator and customization features of Prolog Manager and Prolog Website to maintain and support your Prolog installation. All instructors are experienced AEC industry professionals who can relate to your needs and answer your questions.

Pre-requisite: Successful completion of Introduction to Prolog Manager 7 is suggested

Delivery Method: Classroom

Duration: 1 day

**This course is recommended for Intermediate to Advanced Prolog Manager Users, Power Users, and Prolog Administrators.*

Cost Management with Prolog Manager 7

This course provides hands-on instruction of the fundamentals you need to use the Cost module of Prolog Manager 7. All instructors are experienced AEC industry professionals who can relate to your needs and answer your questions.

Pre-requisite: Successful completion of Introduction to Prolog Manager 7 is suggested

Delivery Method: Classroom

Duration: 1 day

*This course is recommended for Intermediate to Advanced Prolog Manager Users, Project Managers, Project Executives and Power Users.

Advanced Document Control with Prolog Manager 7

This course provides hands-on instruction of Document Control and Data Management features for advanced users of Prolog Manager 7. All instructors are experienced AEC industry professionals who can relate to your needs and answer your questions.

Pre-requisite: Successful completion of Introduction to Prolog Manager 7 is suggested

Delivery Method: Classroom

Duration: 1 day

*This course is recommended for Intermediate to Advanced Prolog Manager Users, Project Managers and Power Users.

Purchasing with Prolog Manager 7

This course provides hands-on instruction of the fundamentals you need to use the Purchasing module of Prolog Manager 7. All instructors are experienced AEC industry professionals who can relate to your needs and answer your questions.

Pre-requisite: Successful completion of Introduction to Prolog Manager 7 is suggested

Delivery Method: WebEx

Duration: 6 Hours - delivered in 3 (2) hour lessons

*This course is recommended for Intermediate to Advanced Prolog Manager Users, Project Managers and Procurement Purchasing Agents.

Introduction to Prolog Website

This course will provide you with the fundamentals you need to navigate the Prolog WebSite interface and work with project data in Prolog Website 7. All instructors are experienced AEC industry professionals who can relate to your needs and answer your questions.

Pre-requisite: Successful completion of Introduction to Prolog Manager 7 is suggested

Delivery Method: WebEx

Duration: 4 Hours - delivered in 2 (2) hour lessons

*This course is recommended for New Prolog Website Users and Beginners.

Prolog Training Registration Form



FAX YOUR REGISTRATION FORM TODAY

Attention Training: (703)995-4606

OR

EMAIL YOUR REGISTRATION FORM TO:

training@projectteam.com

[please check (1) box]	<input type="checkbox"/> PROLOG COURSES	Type	PRICE	Dates
<input type="checkbox"/>	<input checked="" type="checkbox"/> Introduction to Prolog Manager (2 Days)	Classroom	\$700	_____
<input type="checkbox"/>	<input checked="" type="checkbox"/> Advanced Reporting with Prolog (3 Lessons)	WebEx	\$450	_____
<input type="checkbox"/>	<input checked="" type="checkbox"/> Prolog Administration (2 Lessons)	WebEx	\$350	_____
<input type="checkbox"/>	<input checked="" type="checkbox"/> Cost Management using Prolog (1 Day)	Classroom	\$450	_____
<input type="checkbox"/>	<input checked="" type="checkbox"/> Advanced Document Control (1 Day)	Classroom	\$450	_____
<input type="checkbox"/>	<input checked="" type="checkbox"/> Purchasing Using Prolog (3 Lessons)	WebEx	\$450	_____
<input type="checkbox"/>	<input checked="" type="checkbox"/> Introduction to Prolog Website (2 Lessons)	WebEx	\$350	_____

COMPANY:		
CONTACT:		Email:
PHONE:		FAX:
ADDRESS:		
CITY:	STATE:	ZIP:
ATTENDEE(S):	1) _____	5) _____
	2) _____	6) _____
	3) _____	7) _____
	4) _____	8) _____

PAYMENT TERMS FAX OR E-MAIL REGISTRATION FORM NOW. CONFIRMATION AND DETAILED LOCATION INFORMATION WILL BE FAXED TO YOU WITHIN A WEEK OF REGISTRATION. PROJECT TEAM SOLUTIONS RESERVES THE RIGHT TO CANCEL OR RESCHEDULE ANY CLASS; YOU WILL BE NOTIFIED OF ANY CHANGES NO LATER THAN 10 BUSINESS DAYS BEFORE CLASS DATE.
(Classroom Training):

FULL PAYMENT IS REQUIRED 5 BUSINESS DAYS PRIOR TO SCHEDULED CLASS, OR SEAT MAY BE FORFEITED. PLEASE MAKE CHECK AND PURCHASE ORDERS (GOVERNMENT PURCHASE ORDER QUALIFIES AS PAYMENT) MADE PAYABLE TO PROJECT TEAM SOLUTIONS, INC., OR PAY BY CREDIT CARD. DO NOT BRING PAYMENT TO CLASS. ALL FEES MUST BE PAID IN U.S. DOLLARS. REGISTRATIONS MADE LESS THAN 10 BUSINESS DAYS BEFORE CLASS MUST BE PAID BY CREDIT CARD.

CANCELLATIONS / RESCHEDULING IF YOU CANCEL AT LEAST 15 BUSINESS DAYS PRIOR TO CLASS, WE WILL REFUND YOUR ENTIRE PAYMENT, OR APPLY YOUR PAYMENT TO A FUTURE PROJECT TEAM SOLUTIONS, INC. TRAINING CLASS. REGISTRATIONS CANCELLED 5-15 BUSINESS DAYS PRIOR TO CLASS ARE SUBJECT TO A \$150 CANCELLATION FEE. FULL REGISTRATION FEES ARE APPLIED TO CANCELLATIONS MADE LESS THAN 5 BUSINESS DAYS IN ADVANCE, INCLUDING NO-SHOWS. HOWEVER, YOU MAY SUBSTITUTE A CO-WORKER IN YOUR PLACE.
(Classroom Training):

I AGREE TO ALL TERMS & CONDITIONS.	
Signature of Training Contact:	Date:
Signature & Payment is required before registration will be processed.	
[please check (1) box]	Please charge my:
<input type="checkbox"/>	VISA - Card Number _____ Exp. Date _____
<input type="checkbox"/>	MasterCard - Card Number _____ Exp. Date _____
Card Holder Name (as imprinted on card): _____	



Project Team e-Training Details

Registration

Students should fill out the attached registration form and return it by fax to (703) 995-4606 or email registrations to training@projectteam.com at least one week prior to a course. Confirming notifications will be sent 3 days prior to course date with instructions for logging in to the course to those students who have paid in full.

Payment

Payment is due in full prior to students attending training. Course registration will be confirmed and on-line course logging instructions will be sent to students once payment is posted. Payment can be made using Visa or MasterCard. Please refer to registration form for current pricing.

Instructors

Each course will be conducted by an MPS Certified Trainer with experience in both use of Prolog Manager and management of construction projects.

Course Format

Each course will be conducted using WebEx Meeting Manager. Students will participate from their offices and use their own computers. A conventional phone connection will be used to provide audio. The course will be interactive in nature and student questions are encouraged. All students will need to have dependable internet connection.

Student Preparations

All training courses are held via internet through Web-ex Conferencing. All lessons are scheduled for 3PM to 5PM (EST) unless noted otherwise. Prior to the start of class, each student that has not previously used the WebEx collaboration system must login and download the WebEx browser plug-in. This normally takes approximately 5 minutes. Detailed instructions will be provided when the course is confirmed.

Cancellations

Project Team Solutions, Inc. (PTSI) reserves the right to change, add or cancel any

scheduled class. If you are a registered student, you will be notified (3) business days prior to class date of any changes. If a course must be cancelled by Project Team Solutions, Inc. due to unforeseen circumstances, notification will be provided to each student by email and the student payment will be refunded or applied to future training. If a student cancels more than (3) days prior to a course, the payment will be refunded or applied to future training. If the student cancels less than three (3) days before the course, no refund will be made.

Training Materials

At the time of course confirmation, the course instructor will provide students with a document to be used during the training session. This document will be provided in the Adobe PDF format and should be printed by the student prior to the course date. A free version of Adobe Acrobat reader can be downloaded from www.adobe.com. Provided documents are copyrighted materials and must not be copied or redistributed in any manner without written permission from Project Team Solutions, Inc.

Certificates of Completion

A Certificate will be provided to each student that participates in the on-line course and completes the associated off-line exercise if required. Each Student is required to complete Series of each Course and complete course evaluation form to be qualified to receive Certificate of Completion. A 'Certificate of Completion' will be provided to each student that participates in the entire series of lessons for each Course. Each student must also complete and return the course evaluation form to qualify for the certificate.

Course Evaluations

An evaluation form will be provided to each student to provide feedback on the course content, the instructor and the handout materials.