



# AGC's Supervisory Training Program

## Unit 3: Planning and Scheduling

**Limited to first  
25 registrants**

January 29 - February 21, 2019

Tuesday & Thursday evenings from 5:00 p.m.-7:00 p.m.

Syracuse Builders Exchange, 6563 Ridings Road, Syracuse

### The Knowledge and Skills Every Construction Supervisor Must Have to be Effective

The Associated General Contractors of America's Supervisory Training Program (STP) is a construction-specific training curriculum developed, updated, and field-tested by and for contractors and is the professional development resource for more than 130,000 construction supervisors and managers nationwide. If you are a manager of people, time, equipment or materials, STP can help you improve your supervisor skills and your organization's bottom line.

### Unit 3 | Planning and Scheduling – 8 Classes (January 29-February 21, 2019)

*Units  
to  
follow*

Unit 4 | Contract Documents

Unit 5 | Improving Productivity and Managing Project Costs

Unit 6 | Risk Management and Problem Solving

**If you have a laptop with Microsoft Project, please bring it to class**

**Instructor: Gary Soule, Project Manager, LeChase Construction Services**

STP is offered nationwide through AGC chapters, individual construction firms and educational institutions. Gain the knowledge and skills every supervisor needs with AGC's STP.

For more information contact  
Brendan Manning at the AGC

[bmanning@agcnys.org](mailto:bmanning@agcnys.org)  
518-456-1134



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**This course includes the following sessions, case studies and topics:**

Supervisory skill—or the lack of it—directly affects every company's bottom line. Each day decisions made by every foreman and superintendent are crucial to the success or failure of every construction project. You make your money in the field. Or you lose it.

The Supervisory Training Program (STP) developed by AGC, is designed specifically to meet the needs of the construction industry. Developed, updated, and field-tested by and for contractors, the Program consists of 6 courses that focus on the knowledge and skills that every supervisor must have to be an effective manager of people, time, equipment and materials.

This course includes the following sessions:

**Planning and Scheduling:** introducing concepts and skills used in planning and scheduling; defining the planning process; comparing day-to-day planning with long-term planning.

**Preparing the Project Plan:** defining construction activities; activity scope or size; duration of activities; putting the activities together; activity relationships.

**Communicating the Plan:** what needs to be communicated; developing and using the Bar Chart; the tabular schedule; scheduling material delivery.

**The Critical Path:** network scheduling and the critical path; calculating lag into the network.

**Scheduling Software and Applications:** introduction to computer use in scheduling; entering data; the use of constraints in the scheduling process; using the resources feature with scheduling software; sorting and filtering activities; formatting options.

**Using the Schedule on the Jobsite:** crew allocation using the schedule; information for subcontractors and suppliers; the short-term schedule.

**Updating the Construction Schedule:** using the short-term schedule; updating the schedule.

**The Schedule as Documentation:** schedule revision after update; the schedule as documentation; subcontractor delay.

Unit Program Cost: \$250-AGC and Builders Exchange Members  
\$375 Non-members

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Name \_\_\_\_\_ Title \_\_\_\_\_

Company/Organization \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_

**Payment Information** (Payment must accompany registration to secure your seat)

Registration fee includes Participant's Manual for the course.

**If you have a laptop with Microsoft Project, please bring it to class**

**Cancellation policy:** Full refunds will be made for cancellations received 48 hours before the first day of each class you are registered. After that date, no refunds will be granted. Replacements accepted.

**Registration Fees:**  \$250 for AGC & Builders Exchange Members  \$ 375 for non-members

- Enclosed is a Check for \$\_\_\_\_\_ made payable to **Syracuse Builders Exchange**  
**Mail to:** Syracuse Builders Exchange, 6563 Ridings Road, Syracuse, NY 13206

**E-mail a copy of this registration to Melissa Gould at the Syracuse Builders Exchange at [mgould@sywabex.com](mailto:mgould@sywabex.com)**

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Hosted by the AGC NYS and the Syracuse Builders Exchange

Contact: Brendan Manning  
bmanning@agcnys.org or 518-456-1134