



# PROJECT LEADERSHIP DEVELOPMENT

## CONTINUING EDUCATION LIVE WEBINARS

### SPONSORED BY EWB-USA

*Earn your required CEs with these 90min / 1.5PDH credit sessions!*

#### HOW ARE THE WEBINARS BENEFICIAL TO ME?

EWB-USA's new professional development and continuing education webinar programs provide professionals of all experience levels with these important benefits.

- **Career Development** | Relevant professional development training from national leaders will provide insight and skills you can apply immediately to your work for increased responsibilities and influence
- **Proof of Completion** | Attendees will receive a Certificate of Completion for their records which can be used for PDHs or attach to your résumé for potential employers
- **Inexpensive Continuing Education** | The \$179 web connection price for group training allows for an unlimited number of participants – a low-cost source of training which can satisfy design professional continuing education requirements

#### CHECK THE BOX(S) TO SELECT YOUR PROGRAMS (*REGISTER FOR THE SERIES & RECEIVE A DISCOUNT*)

##### SESSION 1: [Introducing Project Leadership & Working Styles](#)

Thursday, July 14<sup>th</sup> 12:00p – 1:30p ET | *Registration Deadline July 8<sup>th</sup>*

Assess the 12 key characteristics of effective project leaders.

##### SESSION 2: [Project Communication](#)

Wednesday, August 10<sup>th</sup> 12:00p – 1:30p ET | *Registration Deadline August 5<sup>th</sup>*

Establish the types of communications needed from the project leader, team members and stakeholders on every project.

##### SESSION 3: [Project Planning, Delegation & Coaching](#)

Thursday, September 8<sup>th</sup> 12:00p – 1:30p ET | *Registration Deadline September 2<sup>nd</sup>*

Understand the keys to planning a project and the tools for involving the team in the process.

##### SESSION 4: [Project Tracking, Course Correction & Close-Out](#)

Thursday, October 13<sup>th</sup> 12:00p – 1:30p ET | *Registration Deadline October 7<sup>th</sup>*

How to work with the project team to assess the true project status.

#### HOW DO THE EWB-USA WEBINARS WORK?

Each registration allows for one computer connection with unlimited participants

- **Unable to Attend a Live Session** | On-Demand recordings will be available
- **Reserve A Training Room** | Get the best return on investment by reserving a training or conference room to allow for the most number of participants including post-program mentoring
- **Quality Audio** | The audio portion of the program is VOIP, so participants can easily listen using their computer speakers

**For more information or to register for any of these sessions,**

visit [www.contractsolutionsgroup.com](http://www.contractsolutionsgroup.com) or [ewb-usa.org/continuingeducation.php](http://ewb-usa.org/continuingeducation.php)

EWB-USA WEBINARS

CO-SPONSORED BY



# WEBINAR: PROJECT LEADERSHIP DEVELOPMENT SERIES

SESSION 1: LEADERSHIP & WORKING STYLES

SESSION 2: PROJECT COMMUNICATION

SESSION 3: PLANNING, DELEGATION & COACHING

SESSION 4: TRACKING, COURSE CORRECTION & CLOSE-OUT

REGISTRATION

COMPANY NAME: \_\_\_\_\_

COORDINATOR\* NAME: \_\_\_\_\_

TELEPHONE #: (\_\_\_\_\_) \_\_\_\_\_ COORDINATOR EMAIL \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

EWB-USA CHAPTER: \_\_\_\_\_

**Your email address is required.** Our partner, **Contract Solutions Group (CSG)**, a national Continuing Education provider to design professionals, will be managing the webinar and confirming your registration via email. Due to heavy use of spam filters, when you receive the confirmation email, we ask that you reply/return receipt so we are assured you'll successfully receive the second email containing Connection Instructions sent 2 days prior to the program date. If your firm filters incoming email, please add [contractsolutionsgroup.com](http://contractsolutionsgroup.com) to your list of approved senders so you'll be sure to receive both emails. \***Coordinator (above)** is the person who will coordinate the group at your office, and who will receive the Connection Instructions email, print out program materials, etc.

**COST: \$179.00** for a single web connection, providing access to your full group (**unlimited** number of participants). You will have the option to connect at your desk or in a conference room to facilitate multiple participants. **5% DISCOUNT WHEN REGISTERING FOR ALL 4 PROGRAMS IN THE SERIES**

**REGISTRATION DEADLINES:** Friday, July 8<sup>th</sup>, Friday, August 5<sup>th</sup>, Friday, September 2<sup>nd</sup> and Friday, October 7<sup>th</sup>

## PAYMENT METHOD:

**Check Enclosed** (Payable to Contract Solutions Group)

**VISA / MasterCard / AMEX**

Card # \_\_\_\_\_ Exp Date \_\_\_\_/\_\_\_\_

Cardholder Name \_\_\_\_\_

Authorized Signature \_\_\_\_\_

Send Charge Receipt to (if different than registrant):

Name: \_\_\_\_\_ Email: \_\_\_\_\_

**NOTE: Credit card statements** will show the charge under the name of: **Contract Solutions Group**.

**Cancellation / Refund Policy:** All cancellations must be received by the registration deadline and are subject to a \$25 administrative fee. Sorry, no refunds for no-shows or cancellations received after the registration deadline.

## SEND COMPLETED REGISTRATION FORM WITH PAYMENT TO:

**EMAIL:** [clientservices@contractsolutionsgroup.com](mailto:clientservices@contractsolutionsgroup.com)

**FAX:** (206) 463-7488 **MAIL:** CSG, PO Box 775, Vashon, Washington 98070

**Questions?** Contact Ingrid at (206) 463-7487 or at the above email address.



CO-SPONSORED BY

