



Contract Management Workshop Sample Agenda

Day 1

- 8.30am – Introduction
- 9.15am – Contract Management Fundamentals
- 10.15am – Morning Tea
- 10.30am – Introduction to Contract Law – A Practitioners Perspective
- 12.30am – Lunch
- 1.30pm – The Contract Management Process
- 2.15pm – Contract Establishment
- 3.30pm – Afternoon Tea
- 3.45pm – Contract Performance Management
- 4.30pm – Summary, Learning Review and Q& A Session
- 5.00pm – Close

Day 2

- 9.00am – Introduction
- 9.30am – Contract Change Management
- 10.15am – Morning Tea
- 10.30am – Negotiation and Relationships
- 12.30pm – Lunch
- 1.30pm – Contract Close-Out
- 2.00pm – Ethics and Probity
- 2.45pm – Afternoon Tea
- 3.00pm – Quiz
- 3.30pm – Summary, Learning Review and Q& A Session
- 4.00pm – Close

