COURSE OVERVIEW PM0423
Value Engineering
Value Methodology Fundamentals 2 (VMF 2)
Certified Value Specialist (CVS)
(SAVE-CVS Exam Preparation Training)

Course Title
Value Engineering: Value Methodology Fundamentals 2 (VMF 2): Certified Value Specialist (CVS) *(SAVE-CVS Exam Preparation Training)*

Course Date/Venue
Session 1: August 04-08, 2024/Al Aziziya Hall, The Proud Hotel Al Khobar, Al Khobar, KSA
Session 2: November 18-22, 2024/Fujairah Meeting Room, Grand Millennium Al Wahda Hotel, Abu Dhabi, UAE

Course Reference
PM0423

Course Duration/Credits
Five days/3.2 CEUs/32 PDHs

Course Description


This practical and highly-interactive course includes various practical sessions and exercises. Theory learnt will be applied using "MS-Excel" applications.

Certified Value Specialist (CVS) is the highest level of certification attainable through the SAVE International Certification Program. This designation is reserved for value specialists who have demonstrated expert level experience and knowledge in the practice of the Value Methodology.

This course is designed to provide participants with a detailed and up-to-date overview of Value Methodology Fundamentals 2 (VMF 2). It covers the value methodology, concept of value and code of conduct; transforming information and the value modeling in a value study; the team facilitation and skills for workshop leadership; the function analysis, classifying and organizing functions; constructing a random function identification worksheet and fast diagram; allocating resources to accomplish functions and prioritizing functions for potential value improvements; and the cost analysis, financial assessment and life cycle costing.

During this interactive course, participants will learn the elicit stakeholder goals and objectives for the workshop; assembling appropriate team members and developing an agenda; acquiring information, arranging workshop logistics and managing the six phases of the VM job plan; completing information phase, function analysis phase, creative phase, evaluation phase, development phase and presentation phase as well as documenting value study results; the elicit comments, support implementation and status of recommendations; the value champion and key elements of a successful value program; how to select a project; and the need to train managers, team members and decision makers in VM.

Course Objectives

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

- Prepare for the next SAVE-CVS exam and have enough knowledge and skills to pass such exam in order to get certified as a "*Certified Value Specialist (CVS)*" from the Society of American Value Engineers (SAVE)
- Discuss value methodology covering the concept of value and code of conduct
- Transform information and apply value modeling in a value study
- Carryout team facilitation and demonstrate the skills for workshop leadership
- Apply function analysis, classify and organize functions and construct a random function identification worksheet and fast diagram
- Allocate resources to accomplish functions and prioritize functions for potential value improvements
- Apply cost analysis, financial assessment and life cycle costing
- Discuss elicit stakeholder goals and objectives for the workshop, assemble appropriate team members and develop an agenda
- Acquire information, arrange workshop logistics and manage the six phases of the VM job plan
- Complete information phase, function analysis phase, creative phase, evaluation phase, development phase and presentation phase
- Document value study results and discuss elicit comments, support implementation and status of recommendations
- Identify the value champion, key elements of a successful value program, how to select a project and the need to train managers, team members and decision makers in VM

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**.*

Who Should Attend

This course is intended for project engineers, project managers in public and private organizations as well as individuals who are responsible for decision-making such as managers, executives and engineers will find this course useful.

Exam Eligibility

Exam Candidates shall have the following minimum prerequisites: -

- Complete an approved Value Methodology Fundamentals 1 (VMF 1) course and pass the VMA exam
- Complete a minimum of two value studies (minimum of 24 hours each) following the completion of the VMF 1 course.
- Complete this Value Methodology Fundamentals 2 (VMF 2) course

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$ 7,500 per Delegate + **VAT**. This rate includes H-STK® (Haward Smart Training Kit), buffet lunch, coffee/tea on arrival, morning & afternoon of each day.

Exam Fee

US$ 1,300 per Delegate + **VAT**.

Accommodation

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

Course Certificate(s)

Internationally recognized certificates will be issued to all participants of the course who completed a minimum of 80% of the total tuition hours.

Certificate Accreditations

Haward Technology is accredited by the following international accreditation organizations: -

- 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 **3.2 CEUs** (Continuing Education Units) or **32 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.

- 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.

- Society of American Value Engineers (SAVE)

  This Value Engineering – Value Methodology Fundamentals 2 course complies with the **SAVE** (**Society of American Value Engineers**) regulation and is designed to certify successful participant as an *"Certified Value Specialist (CVS)".*

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:

Dr. Emad Shublaq, PE, PhD, MSc, BSc, CVS, is a **Certified Value Specialist** (**CVS**) and the **Regional Director** of **SAVE-International**. His more than **35 years** of extensive experience covers **Value Engineering**, Value Methodology Fundamentals, **Project & Contract Management**, Research & Development (**R&D**), Total Quality Management (**TQM**), Business Management and Planning (**BPM**), **Business Process Re-Engineering**, **Problem Solving Techniques** and **HRD Management** as well as Piling and Foundation Engineering, Geotechnical Engineering, Soil Mechanics, Site Investigation and Geology within the **USA**, **Europe**, **Australia**, the **Middle East** and **African** regions.

Dr. Emad is a **Certified Professional** (**CVS**) in **Value Engineering**, a **Licensed Instructor** in **Value Methodology Fundamentals 1&2**, an **Engineering Institutions Specialist** and a **Universal Trainer** and **Educator** in **Engineering**, **Management** and **Business**. Further, he has been recognized and proclaimed **3 times** amongst the "***Who's Who in Science and Engineering***" and at the same was **honored** as the "***Senior Assessor*** *for* ***Quality Award***" by Shiekh Khalifa Bin Zayed (UAE).

With Dr. Emad's successful career life, he has been practically and academically involved in multi-international companies and various Institutes as a **Managing Director & CVS**, **President**, **CVS Adviser**, **Regional Managing Director**, **Value Engineering Director**, **Research & Training Head**, **Technology Manager**, **Training & Development Head**, **Project Engineer**, **Soil Engineer**, **Highway Material Inspector**, **Private Geotechnical Adviser** and a Professional, Academic, Educational, Industrial and Business **International Consultant**.

Dr. Emad is a **Registered Chartered Professional Engineer** and has **PhD** degree in **Civil Engineering** from the **University of Leeds** (**UK**), **Master** and **Bachelor** degrees in **Geotechnical Engineering**, **Diploma** in **Business Management & Planning** from the Ministry of Education in **Australia** and **PMP Certificate** in **PMI** (**USA**). He is further a **Certified Value Specialist** (**CVS**) and **Certified Instructor/Trainer**, a **Fellow** and an **active member** of **more than 15 International Associations**, **Institutions** & **Societies** such as the Society of American Value Engineers (**SAVE International**, **USA**), the American Society of Civil Engineers (**ASCE**), the Institution of Engineers (Australia) to name a few. Moreover, he has **2 patents** in the **USA** and an **author** with **more than 60 books**, **papers**, **articles** and **reports** in Value Engineering & Management, Civil Engineering, Project Management and Business Management **published worldwide** and delivered numerous courses, seminars, trainings and conferences worldwide.

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

0730 – 0745	*Registration & Coffee*
0745 – 0800	*Welcome, Introduction & Ice Breaking*
0800 – 0815	***PRE-TEST***
0815 – 0930	***Value Methodology*** *Explain Value Analysis, Value Engineering or Value Management • Define the Value Methodology • Define Historical Milestones • Know How Value Analysis Methods Spread Globally and Evolved • Certification within SAVE International • Understand What Constitutes a Value Study*
0930 – 0945	*Break*
0945 – 1100	***Value Methodology: The Concept of Value*** *Define Value as a Basic Concept (Functions Divided by Resources) • Who Determines Value • Types of Value • Define the Value Index (Function Cost Divided by Function Worth) • Establish, Understand Sources, and Determine Worth • Possible Reasons for Poor Value*
1100 – 1230	***Value Methodology: The Code of Conduct*** *Explain the SAVE International Standards of Conduct*
1230 – 1330	*Lunch*
1330 – 1430	***Transform Information: Express Information*** *Define Key Data Required (Cost, Process, Risk) • Collect Relevant Data • Identify Potential Value Improvement Opportunities Based on Available Information*
1430 – 1445	*Break*
1445 – 1520	***Transform Information: Apply Value Modeling in a Value Study*** *Transform Data (Pareto Diagram, etc.) • Organize/Diagram Key Resources (Space, Time, Energy, Labor or Staffing, Cost, Materials, etc.) • Identify Potential Value Improvement Opportunities Based on Stakeholders' Expectations and Available Information*
1520 – 1530	***Recap*** *Using this Course Overview, the Instructor(s) will Brief Participants about the Topics that were Discussed Today and Advise Them of the Topics to be Discussed Tomorrow*
1530	*End of Day One*

Day 2

0730 – 0930	***Team Facilitation: Demonstrate the Skills for Workshop Leadership*** *Manage Team Dynamic • Motivate Team • Express Communication Skills • Demonstrate Time Management Skills • Elicit Information • Recall the Core Practices of Facilitation • Keep the Team Focused on Accomplishing the Objectives • Lead Team to Consensus*
0930 – 0945	*Break*
0945 – 1030	***Function Analysis*** *Define Function Analysis • Explain Purpose of Using Function Analysis*

1030 – 1130	***Function Analysis: Differentiate Functions*** *Define What is a Function • Contrast Activities from Functions • Classify Functions*
1130 – 1230	***Function Analysis: Organize Functions*** *Explain What is a Random List of Functions • Construct a Random Function Identification Worksheet • Explain What is a Fast Diagram • Construct a Fast Diagram • Allocate Resources to Accomplish Functions (Space, Time, Energy, Labor or Staffing, Cost, Materials, etc.) • Prioritize Functions for Potential Value Improvements*
1230 – 1330	*Lunch*
1330 – 1430	***Cost Analysis: Recognize Costs*** *Recognize the Current State Cost Estimate (Correct Point in Time)*
1430 – 1445	*Break*
1445 – 1520	***Cost Analysis: Compute Financial Assessment*** *Know the Common Terms in the Use of a Financial Analysis (Net Present Value, Present Worth, ROI, Simple Payback) • Calculate a Simple Payback, Breakeven or Return on Investment*
1520 – 1530	***Recap*** *Using this Course Overview, the Instructor(s) will Brief Participants about the Topics that were Discussed Today and Advise Them of the Topics to be Discussed Tomorrow*
1530	*End of Day Two*

Day 3

0730 – 0930	***Cost Analysis: Apply Life Cycle Costing*** *Know the Common Terms on Life Cycle Costing • Calculate Life Cycle Costs of a Simple Project, Process, or Product (Initial, Cyclical or Reoccurring, Salvage and Annual) • Interpret the Time Value of Money • Express the Economic Principles and Terminology of Capturing Total Life Cycle Costs and Apply Them in a Value Study*
0930 – 0945	*Break*
0945 – 1030	***Pre-Workshop Stage: Elicit Stakeholder Goals & Objectives for the Workshop*** *Appraise the Targeted Goals, Expectation, and Objectives the Client Wants Addressed • Establish the Study Parameters Needed to Address Client Objectives: Scope of Study, Constraints, Duration, Appropriate SMEs, Stakeholder Involvement, Logistics • Verify How Value Improvement will be Measured, e.g., Changes to Time, Cost and Performance, ROI, Quality, etc*
1030 – 1130	***Pre-Workshop Stage: Assemble Appropriate Team Members*** *Identify the Correct Team Size Needed • Identify Subject Matter Experts (SMEs) Needed • Know When to Use More Than One Facilitator Based on Team Size • Request Appropriate Stakeholder Participation (Right Stakeholder at the Right Time in the Study)*
1130 – 1230	***Pre-Workshop Stage: Develop an Agenda*** *Identify Activities and Milestones that Address the Six-Phase VM Job Plan • Scale the Agenda to Address the Scope and Objectives*
1230 – 1330	*Lunch*
1330 – 1430	***Pre-Workshop Stage: Acquire Information*** *Identify Information Needed • Manage Information • Distribute Information*

1430 – 1445	*Break*
1445 – 1520	***Pre-Workshop Stage: Arrange Workshop Logistics*** *Identify and Coordinate the Workshop Venue Requirements: Room Location, Size, Safety and Security, Need for Breakout Rooms for Sub-Teams, Lodging, Transportation, etc. • Identify Equipment and Material Needs, e.g., Projectors, Flip Charts, Copy Equipment, Computer and Internet Interfaces, etc. • Identify and Coordinate Any Food and Beverage Requirements • Arrange a Pre-Meeting with the Project Team and the Study Sponsor*
1520 – 1530	***Recap*** *Using this Course Overview, the Instructor(s) will Brief Participants about the Topics that were Discussed Today and Advise Them of the Topics to be Discussed Tomorrow*
1530	*End of Day Three*

Day 4

0730 – 0930	***Workshop Stage (Six-Phase VM Job Plan): Manage the Six Phases of the VM Job Plan*** *Express the Purpose and Procedures of Each Phase of the VM Job Plan • Apply the Proper Technique to Achieve the Expected Outcome of Each Phase • Express How Each Phase Builds on Its Previous Phases • Express Potential Advantages and Disadvantages of Using Different Tools • Tailor the Phases to Match the Needs of the Project Goals and Objectives*
0930 – 0945	*Break*
0945 – 1130	***Workshop Stage (Six-Phase VM Job Plan): Complete Information Phase*** *Express Different Information Gathering Techniques • Express Potential Advantages and Disadvantages of Using Different Techniques • Apply the Appropriate Technique to Achieve the Expected Outcome*
1130 – 1230	***Workshop Stage (Six-Phase VM Job Plan): Complete Function Analysis Phase*** *Express Different Function Analysis Techniques • Express Potential Advantages and Disadvantages of Using Different Techniques • Apply the Appropriate Technique to Achieve the Expected Outcome*
1230 – 1330	*Lunch*
1330 – 1430	***Workshop Stage (Six-Phase VM Job Plan): Complete Creative Phase*** *Express Different Creative Techniques • Express Potential Advantages and Disadvantages of Using Different Tools • Apply the Appropriate Technique to Achieve the Expected Outcome • Foster a Creative Environment to Generate Ideas from the Team*
1430 – 1445	*Break*
1445 – 1520	***Workshop Stage (Six-Phase VM Job Plan): Complete Evaluation Phase*** *Express Different Evaluation Techniques • Express Potential Advantages and Disadvantages of Using Different Techniques • Apply the Appropriate Technique to Achieve the Expected Outcome*
1520 – 1530	***Recap*** *Using this Course Overview, the Instructor(s) will Brief Participants about the Topics that were Discussed Today and Advise Them of the Topics to be Discussed Tomorrow*
1530	*End of Day Four*

Day 5

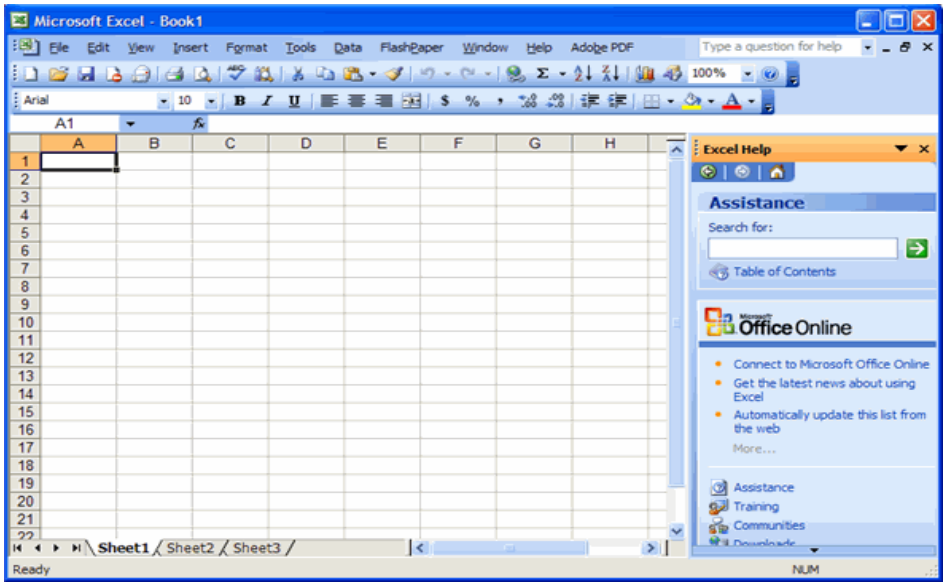
0730 – 0930	***Workshop Stage (Six-Phase VM Job Plan): Complete Development Phase*** *Express Different Development Techniques • Express Potential Advantages and Disadvantages of Using Different Techniques • Apply the Appropriate Techniques to Achieve the Expected Outcome • Develop Recommendations • Identify Key Features to Sell Value Opportunities • Suggest Path Forward for Implementation*
0930 – 0945	*Break*
0945 – 1200	***Workshop Stage (Six-Phase VM Job Plan): Complete Presentation Phase*** *Manage the Audience • Illustrate Key Value Recommendations • Organize Information for Effective Delivery • Leverage Visual Aids and Technologies to Deliver a Presentation • Anticipate and Respond to Questions • Express Key Features to Sell Value Opportunities • Illustrate Path Forward for Implementation*
1200 – 1300	*Lunch*
1300 – 1400	***Post-Workshop Stage: Document Results*** *Document Value Study Results • Elicit Comments • Support Implementation • Capture Status of Recommendations (If Possible)*
1400 – 1415	*Break*
1415 – 1445	***Value Program*** *Identify the Value Champion • Restate Key Elements of a Successful Value Program (OMB Circular) • Identify How to Select a Project • Recognize the Need to Train Managers, Team Members and Decision Makers in VM*
1445 – 1500	***Course Conclusion*** *Using this Course Overview, the Instructor(s) will Brief Participants about the Course Topics that were Covered During the Course*
1500 – 1515	***POST TEST***
1515 – 1530	*Presentation of Course Certificates*
1530	*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 7 days following the course completion. Each participant has only one trial for the MOCK exam within this 7-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 “MS-Excel” application.



MS-Excel

Course Coordinator

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