

# ProFM<sup>TM</sup> Credential Program

## ProFM Credential Instructor-Assisted Course Syllabus

November - December 2018

Topic Area/Description	Type of Training	Timing
<b>Welcome &amp; Course Overview:</b> Review course components, structure, syllabus, and outcomes.	Online Introduction	Tues, Oct 30 6:30-7:00 pm CDT
<b>Pre-work:</b> Create online username and password, complete online profile, watch online video tutorial, complete online Pre-Test, and review ProFM Body of Knowledge.	Individual Study	
<b>In-Person Classes at NFMT Vegas</b> Monday, November 5 <ul style="list-style-type: none"> <li>• Welcome &amp; Overview</li> <li>• Module 1: Competencies for Facility Professionals</li> <li>• Module 1 Exercise</li> <li>• Module 2: Asset Management</li> <li>• Module 2 Exercise</li> </ul>	In-Person Classes NFMT Vegas <a href="#">Rio Las Vegas Hotel &amp; Casino</a> Room: Conga Las Vegas, NV	Monday, Nov 5 8:30 am-5:00 pm PST
Tuesday, November 6 <ul style="list-style-type: none"> <li>• Module 5: Operations &amp; Maintenance</li> <li>• Module 5 Exercise</li> </ul>		Tuesday, Nov 6 8:30 am-12:00 pm PST
Wednesday, November 7 <ul style="list-style-type: none"> <li>• Module 3: Risk Management</li> <li>• Module 4: Business Management</li> <li>• Wrap-Up</li> </ul>		Wednesday, Nov 7 8:30 am-12:00 pm PST
<b>Student Preparation:</b> Module 1 reading, online activities	Individual Study	
<b>Module 1: <a href="#">Competencies for Facility Professionals</a></b> Instructor to review key topics, lead discussion and activities.	Live Online Session <i>(will be recorded for those who can't attend)</i>	Tues, Nov 13 6:30-8:30 pm CST
<b>Student Preparation:</b> Module 2 reading, online activities	Individual Study	
<b>Module 2: <a href="#">Asset Management</a></b> Instructor to review key topics, lead discussion and activities.	Live Online Session <i>(will be recorded for those who can't attend)</i>	Tues, Nov 20 6:30-8:30 pm CST
<b>Student Preparation:</b> Module 3 reading, online activities	Individual Study	
<b>Module 3: <a href="#">Risk Management</a></b> Instructor to review key topics, lead discussion and activities.	Live Online Session <i>(will be recorded for those who can't attend)</i>	Tues, Nov 27 6:30-8:30 pm CST
<b>Student Preparation:</b> Module 4 reading, online activities	Individual Study	
<b>Module 4: <a href="#">Business Management</a></b> Instructor to review key topics, lead discussion and activities.	Live Online Session <i>(will be recorded for those who can't attend)</i>	Tues, Dec 4 6:30-8:30 pm CST
<b>Student Preparation:</b> Module 5 reading, online activities	Individual Study	
<b>Module 5: <a href="#">Operations &amp; Maintenance</a></b> Instructor to review key topics, lead discussion and activities.	Live Online Session <i>(will be recorded for those who can't attend)</i>	Tues, Dec 11 6:30-8:30 pm CST
<b>Wrap Up:</b> How to prepare to pass the two-part online ProFM final assessment.	Live Online Session <i>(will be recorded for those who can't attend)</i>	Tues, Dec 18 6:30-7:00 pm CST

*Online session times are subject to change.*