

ProFM Credential Instructor-Assisted Course Syllabus

November 11 & 12, 2019

Topic Area/Description	Type of Training	Timing
<p>Pre-work: Create online username and password, complete online profile, watch online video tutorial, complete online Pre-Test, and review ProFM Body of Knowledge.</p> <p>We highly encourage each participant to have also completed the following before the first in person class:</p> <ul style="list-style-type: none"> Module 1 reading, online activities Module 2 reading, online activities 	Individual Study	
<p>In-Person Kick-Off at NFMT Orlando (11/11 & 11/12)</p> <ul style="list-style-type: none"> Welcome & Overview Introduction to the ProFM credential and Body of Knowledge Module 1: Competencies for Facility Professionals (11/11) Module 2: Asset Management (11/12) 	In-Person Session NFMT Orlando	Mon, November 11 8:30 am–5:00 pm EDT <i>AND</i> Tues, November 12 8:30 am–5:00 pm EDT
<p>Student Preparation: Module 3 reading, online activities</p>	Individual Study	
<p>Online Week 1:</p> <ul style="list-style-type: none"> Module 3: Risk Management Instructor to review key topics, lead discussion & activities. 	Online Session <i>(will be recorded for those who can't attend)</i>	Wed, November 20 12:00–1:00 pm EDT
<p>Online Week 2:</p> <ul style="list-style-type: none"> Module 3: Risk Management Instructor to review key topics, lead discussion & activities. 	Online Session <i>(will be recorded for those who can't attend)</i>	Wed, December 4 12:00–1:00 pm EDT
<p>Student Preparation: Module 4 reading, online activities</p>	Individual Study	
<p>Online Week 3:</p> <ul style="list-style-type: none"> Module 4: Business Management Instructor to review key topics, lead discussion & activities. 	Online Session <i>(will be recorded for those who can't attend)</i>	Wed, December 11 12:00–1:00 pm EDT
<p>Online Week 4:</p> <ul style="list-style-type: none"> Module 4: Business Management Instructor to review key topics, lead discussion & activities. 	Online Session <i>(will be recorded for those who can't attend)</i>	Wed, December 18 12:00–1:00 pm EDT
<p>Student Preparation: Module 5 reading, online activities</p>	Individual Study	
<p>Online Week 5:</p> <ul style="list-style-type: none"> Module 5: Operations and Maintenance Instructor to review key topics, lead discussion & activities. 	Online Session <i>(will be recorded for those who can't attend)</i>	Wed, January 8 12:00–1:00 pm EDT
<p>Online Week 6:</p> <ul style="list-style-type: none"> Module 5: Operations and Maintenance Instructor to review key topics, lead discussion & activities. 	Online Session <i>(will be recorded for those who can't attend)</i>	Wed, January 15 12:00–1:00 pm EDT
<p>Online Week 7:</p> <ul style="list-style-type: none"> Review, coaching, and preparation for final assessments. 	Online Session <i>(will be recorded for those who can't attend)</i>	Wed, January 22 12:00–1:00 pm EDT

**Online session times are subject to change.*