AACE Certified Scheduling Technician (CST)

Certification Preparation Course

Beginner level

Course Guide

Project Controls Institute, AUSTRALIA

CONTENT

1. ABOUT US

Australian Open Learning Pty Ltd, operating under the name Project Control Institute, Australia officially became a registered private training organisation in March 2022. Ms. Merina Shakya, the CEO of Project Controls Institute in Australia, is a seasoned and dedicated Project Manager with over eight years of experience in the Information Technology and Services field. College currently operates in the niche areas of Project controls and Information technology.

It's important to note that Project Controls Institute, Australia exclusively offers the Diploma of Project Controls to domestic students. This diploma program introduces a well-organised and uniform methodology for practicing project controls, filling a current void in the industry. The curriculum is designed to bolster the analytical skills and decision-making prowess of professionals in this field. By emphasising the use of data analysis to substantiate decision-making and enhancing data visualisation capabilities, the diploma signifies a progressive step forward in facilitating career advancement and acknowledgment for project controls practitioners.

Project Controls Institute, Australia places a strong emphasis on recognising the value and advantages of integrating industry expertise with vocational education in its pursuit of providing the most outstanding and relevant educational programs to learners. The trainers and assessors engaged or contracted by Project Controls Institute, Australia possess substantial industry experience, alongside the necessary vocational qualifications. This combination equips them to create a professional and comprehensive learning environment for program participants. The staff members are proficient in tailoring their teaching methods to suit all learners, employing clear and straightforward language when appropriate to effectively convey information. Project Controls Institute, Australia is committed to strict adherence to the Standards for Registered Training Organisations, ensuring the continued delivery of training services of the highest Caliber to its clients.

At Project Controls Institute, Australia, the management team actively welcomes input and advice from all stakeholders. This collaborative approach ensures that the institution consistently upholds its core philosophy of continuous quality improvement across all aspects of its operations.

2. COURSE OUTLINES

Course Name

AACE Certified Scheduling Technician (CST)
Certification Preparation
– Beginner level

Delivery method

Online

Course duration

5 hours & 20 minutes of high quality videos

AACEi Prerequisites

4 years industry related degree or 4 years of industry related experience & Adherence to AACE's Canons of Ethics

About the course

Dedicated training in a structured manner allows candidates to demonstrate proficiency in the general skills and knowledge of the scheduling process within the AACE International Total Cost Managemenert (TCM) framework.

Generally, CST represents early-career professionals who are working to gain the requisite years of experience, to become a certified Planning & Scheduling Professional (PSP) or more experienced mid- to late-career professionals who wish to be recognized for their planning and scheduling skills.

Certified Scheduling Technician (CST)
Level Beginner

Key Features

- 5 hours & 20 minutes of high quality video lessons
- 16 Video Lessons
- Knowledge Check Questions
- Real Life Examples & case studies
- Assessment Test

Who is this course for?

This course is intended both for those who are interested in becoming a Certified Scheduling Technician, as well as for those professionals who want to augment or brush up their cost engineering skills and knowledge. Potential course audience would be early-career, young professionals, including estimators, planners, schedulers, cost engineers, contract administrators, project managers, project control engineers and all those professionals who are associated with project control.

3. DELIVERY AND COURSE MODULES

100% online learning with access to that Project Controls Institute, Australia online platform. This programmed will be delivered in an interactive, practical, E-learning video format along with knowledge check questions and assessment. Theory will be supported and illustrated through a combination of real-world examples. The USP of our courses is that these are developed by experts working on real life projects and hence the course content reflects the practical aspects and challenges faced by the professionals and industry during the project delivery. Students will be required to undertake all modules of study. All modules are delivered in

online format and should be completed over a 6 month period.

Modules

▶ **Scheduling Overview**
Course Navigation
Overview of CST course
Introduction to Scheduling
Work Breakdown Structure
Schedule Specification
Stakeholders & Scheduler's interest Test

▶ **Scheduling Principles**
Schedule documentation & maintenance
Establishing baseline
Schedule reporting
Schedule calculations
Understanding Float
Schedule forecasting

▶ **Elements of a basic schedule**
Schedule development
Schedule activities
Schedule types
Constraints & calendars

▶ **Final Assessment**
Final Assessment
Certified Scheduling Technician (CST) - Quiz

4. WHERE TO NEXT?

Learning outcomes

By the end of this course you will be able to:

▶ Get an overview of the PSP certification.
▶ Develop advanced knowledge and skills in project planning, monitoring, updating,
▶ forecasting, and analysing integrated project schedules.
▶ Develop specifications (planning, scheduling, and reporting).
▶ Report the right information to the right stakeholders.
▶ Develop an understanding to implement planning and scheduling processes within
▶ the AACE International Total Cost Management (TCM) framework.

AACE Certified Scheduling Technician – exam format

3 hours

Open Book – using AACE's CST Primer and PSP study guide only

100 simple multiple choice and compound, scenario questions
Domains: Basic Cost Skills & Knowledge

To find out more about the AACE exam format please visit their [website](#)

Project Controls Institute, AUSTRALIA

Project Controls Institute, International

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