



FULL COURSE CIDB ASSESSMENT THROUGH METHOD 1

BATCH 2

07/05/2024 – 26/05/2024

PROGRAM SCHEDULE

CERTIFIED FACILITY MANAGEMENT MANAGER - FMM

NOTES:

- 1) Class will conduct via online thru Mega Jati Academy Learning Management System(LMS).
- 2) All the notes, videos, exercise, is ready in the Learning Management System (LMS)
- 3) Suggestion time to complete all the exercises in the schedule is as a guideline however subject to participant planning.
- 4) Interactive classes with trainers will be held three times in the evening (8.30pm - 10.30pm). For anyone unable to attend, recordings will be made available for reference.
- 5) The link for the interactive class will be given in the WhatsApp Group once confirmed.
- 6) *This schedule is subjected to change.*

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2024

Program Module:

Module for **Certified Facility Management Manager** as follows:

Module Number	Module Name
Module 01 (M01)	Introduction to Facility Management
Module 02 (M02)	Operation & Maintenance Planning
Module 03 (M03)	Leadership and Strategy Planning
Module 04 (M04)	Finance & Business Planning
Module 05 (M05)	Risk Management Control
Module 06 (M06)	Communication Planning
Module 07 (M07)	Human Resources Planning
Module 08 (M08)	Contract Management Governance
Module 09 (M09)	Quality Control Management
Module 10 (M10)	Project Management Planning
Module 11 (M11)	Technology Management Planning

Course: Certified Facility Management Manager (FMM)

Module Number	Module Name	Date	Time	Remarks
M1	Introduction to Facility Management	7 May 2024	8.30am – 5.30pm	Self-Learning using LMS
M2	Operation & Maintenance Planning	8-9 May 2024	8.30am – 5.30pm	Self-Learning using LMS
M3	Leadership and Strategy Planning	10-11 May 2024	8.30am – 5.30pm	Self-Learning using LMS
M4	Finance & Business Planning	12-13 May 2024	8.30am – 5.30pm	Self-Learning using LMS
M5	Risk Management Control	14-15 May 2024	8.30am – 5.30pm	Self-Learning using LMS
M6	Communication Planning	16-17 May 2024	8.30am – 5.30pm	Self-Learning using LMS
M7	Human Resources Planning	18-19 May 2024	8.30am – 5.30 pm	Self-Learning using LMS
M8	Contract Management Governance	20-21 May 2024	8.30am – 5.30pm	Self-Learning using LMS
M9	Quality Control Management	22-23 May 2024	8.30am – 5.30pm	Self-Learning using LMS
M10	Project Management Planning	24-25 May 2024	8.30am – 5.30pm	Self-Learning using LMS
M11	Technology Management Planning	26 May 2024	8.30am – 5.30pm	Self-Learning using LMS
	Interactive Class with Trainer (via Zoom Online)	7 May 2024	8.30pm-10.30pm	Remote online learning via Zoom
	Interactive Class with Trainer (via Zoom Online)	14 May 2024	8.30pm-10.30pm	Remote online learning via Zoom
	Interactive Class with Trainer (via Zoom Online)	21 May 2024	8.30pm-10.30pm	Remote online learning via Zoom

***This schedule is subjected to change.*

Training Method classified as Hybrid; There are 2 method of training method conducted.

e-learning & remote online learning

1. **Online self-learning (e-learning)** – Participant will be provide user ID & password to access **Learning Management System (LMS) @ Student Portal** where they can access 24 hours (recommended 9.00am – 530pm daily) at their convenience schedule during training period to view recorded training for every module video, presentation slide, training handouts & library with 200+ reading material, latest act, rules & regulation and other related article. Secretariat and trainer will monitor their access into LMS where they required to answer Knowledge Assessment (KA) for every module within specific period given.
2. **Interactive Class with Trainer (remote online learning via Zoom)** - Participant will have engagement with experience trainer live via zoom training at scheduled date and time to allow 2-way communication, get detail explanation on next module learning and update Self-Assessment Report progress. In this session, participant can share their real experience or ask any question related to their daily issue faced to get our trainer suggestion solution. **Due to tight timeframe & participant from various country branch, this session conducted via Zoom (online interactive communication) between participant with trainers.**