



## OAA Course - November 20 - 22, 2019

Location: Ottawa Courtyard Marriott  
350 Dalhousie Street  
Ottawa, ON, K1N 7E9

	Wednesday, November 20, 2019		Thursday, November 21, 2019		Friday, November 22, 2019
8:30 AM to 10:00 AM	<b>Lesson 1</b> Architectural Practice in a Contemporary Context  <b>Raymond Chung</b>	8:30 AM to 10:00 AM	<b>Lesson 2C</b> Regulatory Requirements: Business Structures in Ontario and Canada  <b>Elaine Pantel</b>	8:30 AM to 10:00 AM	<b>Lesson 4C</b> Practice Management: Information and Technology  <b>Yew Thong Leong</b>
10:00 AM to 10:30 AM	Refreshment Break	10:00 AM to 10:30 AM	Refreshment Break	10:00 AM to 10:30 AM	Refreshment Break
10:30 AM to 12:00 PM	<b>Lesson 1</b> Architectural Practice in a Contemporary Context  <b>Raymond Chung</b>	10:30 AM to 12:00 PM	<b>Lesson 3</b> Developing a Business Model for Your Practice  <b>Domenic Meffe</b>	10:30 AM to 12:00 PM	<b>Lesson 5A</b> Project Management: Proposals and Fees  <b>TBC</b>
12:00 PM to 1:00 PM	Lunch	12:00 PM to 12:30 PM	Lunch	12:00 PM to 1:00 PM	Lunch
1:00 PM - 2:30 PM	<b>Lesson 2A</b> Regulatory Requirements: Ontario Architectural Practice  <b>Christine Mills</b>	12:30 PM - 2:45 PM	<b>Lesson 4A</b> Practice Management: Operational Systems – Finance  <b>Basima Roshan</b>	1:00 PM - 2:30 PM	<b>Lesson 5B</b> Project Management: Client Agreements  <b>Michael Miller</b>
2:30 PM to 3:00 PM	Refreshment Break	2:45 PM to 3:00 PM	Refreshment Break	2:30 PM to 3:00 PM	Refreshment Break
3:00 PM to 4:30 PM	<b>Lesson 2B</b> Regulatory Requirements: Pro-Demnity Insurance  <b>John Hackett</b>	3:00 PM to 4:30 PM	<b>Lesson 4B</b> Practice Management: Human Resources  <b>Tania Oppedisano</b>	3:00 PM to 4:30 PM	<b>Lesson 5C</b> Project Management: Project Planning  <b>Roberto Chiotti</b>