

FUNDAMENTALS OF RUNNING AN ARCHITECTURAL PRACTICE

OAA Continuing Education Course

October 21 - 23, 2020

LOCATION (tentative): Ontario Association of Architects

111 Moatfield Drive
Toronto, ON M3B 3L6

	Wednesday, October 21, 2020		Thursday, October 22, 2020		Friday, October 23, 2020
8:30 AM to 9:30 AM	Lesson 1 Architectural Practice in a Contemporary Context Raymond Chung	8:30 AM to 10:00 AM	Lesson 2C Regulatory Requirements: Business Structures in Ontario and Canada Elaine Pantel	8:30 AM to 10:00 AM	Lesson 4C Practice Management: Information and Technology Yew Thong Leong
9:30 AM to 10:00 AM	Break				
10:00 AM to 11:30 AM	Lesson 1 (cont'd) Architectural Practice in a Contemporary Context Raymond Chung	10:00 AM to 10:30 AM	Break	10:00 AM to 10:30 AM	Break
		10:30 AM to 12:00 PM	Lesson 3 Developing a Business Model for Your Practice Domenic Meffe	10:30 AM to 12:00 PM	Lesson 5A Project Management: Proposals and Fees Gaby Aviad
11:30 AM to 12:30 PM	Lunch	12:00 PM to 12:30 PM	Lunch	12:00 PM to 1:00 PM	Lunch
12:30 PM - 2:00 PM	Lesson 2A Regulatory Requirements: Ontario Architectural Practice Christie Mills	12:30 PM - 2:45 PM	Lesson 4A Practice Management: Operational Systems – Finance Basima Roshan	1:00 PM - 2:30 PM	Lesson 5B Project Management: Client Agreements Michael Miller
2:00 PM to 2:30 PM	Break				
		2:45 PM to 3:00 PM	Break	2:30 PM to 3:00 PM	Break
2:30 PM to 4:30 PM	Lesson 2B Regulatory Requirements: Pro-Demnity Insurance John Hackett	3:00 PM to 4:30 PM	Lesson 4B Practice Management: Human Resources Devon Gracey	3:00 PM to 4:30 PM	Lesson 5C Project Management: Project Planning Roberto Chiotti