

CERTIFIED PROFESSIONAL CONTRACTS MANAGER - (CPCM) EXAM PREPARATION

"Master Contract Management Principles and Prepare for CPCM Certification"

Schedule

Date	Venue	Fees (Face-to-Face)
11 - 15 May 2026	Dubai, UAE	USD 3495 per delegate

► **Available delivery methods:** Face-to-Face & Online Training

Introduction

Effective contract management is critical for organizational success, ensuring that agreements are executed efficiently, risks are minimized, and business objectives are met. The Certified Professional Contracts Manager (CPCM) credential recognizes expertise in managing complex contracts across industries. This intensive 5-day training is designed to provide participants with the knowledge, tools, and practical skills necessary to succeed in the CPCM examination while strengthening their contract management capabilities. The course covers contract lifecycle management, risk mitigation, compliance, negotiation strategies, and performance monitoring. Through case studies, interactive workshops, and exam-focused preparation, participants will gain the confidence and competence to manage contracts effectively and achieve CPCM certification.

Objectives

By the end of this course, participants will be able to:

- Understand the CPCM certification requirements and exam structure
- Apply best practices in contract lifecycle management
- Identify, assess, and mitigate contract risks
- Develop strategies for effective contract negotiation and administration
- Ensure compliance with legal, regulatory, and organizational requirements
- Monitor and evaluate contract performance systematically
- Prepare effectively for the CPCM examination

Why Attend

- Gain practical insights into professional contract management
- Strengthen your ability to manage complex contracts
- Minimize risks and ensure compliance in contract execution
- Enhance career prospects through CPCM certification readiness
- Learn from real-world case studies and interactive workshops

Target Audience

This program is designed for:

- Contract managers and administrators
- Procurement and sourcing professionals
- Legal advisors and compliance officers
- Project managers and program managers
- Professionals seeking CPCM certification

Individual Benefits

Key competencies that will be developed include:

- Advanced knowledge of contract management principles and practices
- Skills in contract negotiation, drafting, and administration
- Competence in risk identification, mitigation, and monitoring
- Ability to evaluate contract performance and compliance
- Confidence in preparing for the CPCM certification exam
- Enhanced professional credibility in contract management

Organizational Benefits

Upon completing the training course, participants will demonstrate:

- Improved contract compliance and risk mitigation
- More effective contract lifecycle management
- Reduced contractual disputes and operational inefficiencies
- Enhanced organizational governance and accountability
- Stronger alignment of contracts with business objectives
- Increased confidence of stakeholders and clients

Instructional Methodology

The course follows a blended learning approach combining theory with practice:

- Strategy Briefings - CPCM standards, contract lifecycle principles, and exam content
- Case Studies - Real-world contract challenges and lessons learned
- Workshops - Contract negotiation, risk management, and compliance exercises
- Peer Exchange - Group discussions on contract management best practices
- Tools - Contract templates, checklists, risk matrices, and exam preparation guides

MAWA EVENTS

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Course Outline

Detailed 5-Day Course Outline

Training Hours: 7:30 AM – 3:30 PM Daily Format: 3–4 Learning Modules | Coffee breaks: 09:30 & 11:15 | Lunch Buffet: 01:00 – 02:00

Day 1: Introduction to Contract Management and CPCM

Module 1: Overview of Contract Management (07:30 – 09:30)

- Role and importance of contract management
- Contract lifecycle stages
- CPCM credential overview and exam structure

Module 2: Governance, Compliance, and Legal Considerations (09:45 – 11:15)

- Contract laws, regulations, and standards
- Ethical considerations in contract management

Module 3: Contract Documentation and Templates (11:30 – 01:00)

- Key contract components and clauses
- Standardized templates and documentation practices

Day 2: Contract Risk and Performance Management

Module 4: Identifying and Assessing Contract Risks (07:30 – 09:30)

- Types of contract risks
- Risk assessment techniques

Module 5: Contract Performance Monitoring (09:45 – 11:15)

- Key performance indicators (KPIs) for contracts
- Performance evaluation and reporting

Module 6: Risk Mitigation and Issue Resolution (11:30 – 01:00)

- Developing mitigation strategies
- Managing disputes and claims

Day 3: Contract Negotiation and Administration

Module 7: Negotiation Strategies and Techniques (07:30 – 09:30)

- Preparing for contract negotiations
- Negotiation tactics and communication

Module 8: Contract Administration Best Practices (09:45 – 11:15)

- Managing obligations, changes, and amendments
- Documentation and record-keeping

Module 9: Workshop: Contract Scenario Analysis (11:30 – 01:00)

- Practical negotiation and administration exercises

Day 4: Advanced Contract Management Concepts

Module 10: Strategic Contract Management (07:30 – 09:30)

- Aligning contracts with organizational objectives
- Supplier relationship management

Module 11: Complex Contract Structures and Case Studies (09:45 – 11:15)

- Multi-party contracts
- Performance-based and milestone contracts

Module 12: Risk-Based Contract Decision Making (11:30 – 01:00)

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Using risk analysis to guide contract decisions

Day 5: Exam Preparation and Review

Module 13: CPCM Exam Strategy and Techniques (07:30 – 09:30)

- Exam format, question types, and time management
- Sample questions and pitfalls

Module 14: Comprehensive Review and Q&A (09:45 – 11:15)

- Recap of key topics and best practices

Module 15: Mock Exam and Action Planning (11:30 – 01:00)

- Practice test and review
- Personalized exam preparation roadmap

Certification

Participants will receive a Certificate of Completion in Certified Professional Contracts Manager (CPCM) Exam Preparation, validating their advanced knowledge and practical skills in contract management and confirming their readiness to successfully attempt the CPCM certification examination.

Why Choose MAWA Events

- **Global Expertise:** More than 17 years of experience in professional training and consulting.
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