



IFMA ONLINE EDUCATION Multi-Media Online Courses

24 x 7 FM training from your desktop or laptop

Self-paced, easy-to-use facility management courses designed by industry experts and academics. Earn CEUs. Meet requirements for IFMA's Facility Management Professional credential. Earn the Sustainability Facility Professional™ credential. Prepare for the Certified Facility Manager® Exam. Maintain your CFM®.

REQUIRED FMP® COURSES: Complete your FMP studies online. The self-study program includes printed modules, interactive online study tools and final assessments.

Finance & Business Essentials: Gain a solid understanding of business basics. 1.0 CEUs; 10 CFM Maint. Pts.

Leadership & Strategy Essentials: Elevate your credibility as an influential manager of the facility organization. 0.9 CEUs; 9 CFM Maint. Pts.

Operations & Maintenance: Run a more efficient facility by understanding the key tasks under your O&M responsibilities. 1.0 CEUs; 10 CFM Maint. Pts.

Project Management: Build practical skills to meet expectations in overseeing projects. 0.9 CEUs; 9 CFM Maint. Pts.

ifma.org/fmp

SFP COURSES: Offered as a complete series.

**Part 1: Focus Areas 1 & 2
Strategy & Alignment for Sustainable Facility Management:** Learn to make the business case for sustainability. 0.70 CEUs; 7 CFM Maint. Pts.
Managing Sustainable Facilities: Learn to align the facility sustainability plan with the organization's strategic goals. 0.90 CEUs; 9 CFM Maint. Pts.

**Part 2: Focus Area 3
Operating Sustainable Facilities:** Prepare to make sustainable changes in equipment, technology and O&M procedures. 1.40 CEUs; 14 CFM Maint Pts.

ifma.org/sfp

FM COURSES & WORKSHOPS:

Update knowledge and skills. Heighten facility performance. Fill knowledge gaps. Achieve organizational goals. Maintain your competitive edge.

Human and Environmental Factors: Learn how to safeguard the business. 1.6 CEUs; 16 CFM Maint. Pts.

Communication: Learn how to make a powerful first impression. 1.6 CEUs; 16 CFM Maint. Pts

Technology: Broaden your knowledge of technologies used within the workplace. 1.6 CEUs; 16 CFM

Real Estate: Learn how to manage the company's real estate as an asset. 1.6 CEUs; 16 CFM Maint. Pts.

Quality Assessment & Innovation: Focus on delivering quality and improving service. 1.6 CEUs; 16 CFM Maint. Pts.

FM Sustainability: Creating Your Action Plan: Develop a concrete action plan for a short-term sustainability project. 0.6 CEUs; 6 CFM Maint. Pts

NEW! Facility Management: A Practical Introduction: Understand the roles, responsibilities and core competencies that make up the FM profession.

ifma.org/education





IFMA INSTRUCTOR-LED COURSES Classroom Training Delivered On Site

Instructor-led courses allow you to clarify complex issues immediately; engage in further discussions with colleagues; share observations and notes; and stay on track with instructor expectations. Earn CEUs. Meet FMP® requirements. Earn your SFP™. Prepare for the CFM® Exam. Maintain your CFM.

REQUIRED FMP COURSES: Combines the program's print and online components with the leadership of a qualified instructor. Also available through approved colleges, universities or partner associations.

Finance & Business Essentials: Fundamental accounting concepts; financial management of the facility organization; procurement procedures; contract development/oversight. 2.0 CEUs; 20 CFM Maint. Pts.

Leadership & Strategy Essentials: Learn how to develop a strategic facility master plan; implement and evaluate FM policies/procedures; provide leadership to the organization. 1.9 CEUs; 19 CFM Maint. Pts.

Operations & Maintenance: Learn how to assess facility needs; manage/oversee systems/equipment; manage/oversee occupant services; select the best resources; measure O&M performance. 2.0 CEUs; 20 CFM Maint. Pts.

Project Management: Learn how to define projects; create a project management plan; manage/oversee projects; evaluate outcomes. 1.9 CEUs; 19 CFM Maint. Pts.

SFP COURSES: Offered as a complete series.

Part 1: Focus Areas 1 & 2

Strategy & Alignment for Sustainable Facility Management: Illustrates actions necessary to make the business case for sustainability.

Managing Sustainable Facilities: Covers the process of aligning a facility's sustainability plan with an organization's vision, strategic goals and policies.

Part 2: Focus Area 3

Operating Sustainable Facilities: Learn ways in which to operate a facility more sustainably through changes in building equipment, technology and O&M procedures.

FM COURSES & WORKSHOPS:

Update knowledge and skills. Heighten facility performance. Fill knowledge gaps. Achieve organizational goals. Maintain your competitive edge.

FM Sustainability: Creating Your Action Plan:

Develop a concrete action plan for a short-term sustainability project. 1.5 CEUs; 15 CFM Maint. Pts.

NEW! Facility Management: A Practical Introduction:

Develop an understanding of the roles, responsibilities and core competencies that make up the FM profession.

Human & Environmental Factors: Learn how to safeguard the business by preparing for events that require documented response and recovery plans. 1.5 CEUs; 15 CFM Maint. Pts.

Communication: Learn how to make a powerful and positive first impression. 1.5 CEUs; 15 CFM Maint. Pts.

Technology: Learn how to select, implement, maintain and dispose of technologies used within the workplace. 1.5 CEUs; 15 CFM Maint. Pts.

Real Estate: Learn how to manage real estate as an asset when the company considers relocating, adding space or disposing of a property. 1.5 CEUs; 15 CFM Maint. Pts.

Quality Assessment & Innovation: Integrate all FM competencies into a complete system focused on delivering quality and improving service. 1.5 CEUs; 15 CFM Maint. Pts.

CFM Exam Review: The definitive course of exam preparation. Learn about the exam format. Review sample questions. 1.5 CEUs

ifma.org/cfm