informatech

CONTRACTS MANAGEMENT | CM-018

The Essentials of Contracting and Contract Dispute Resolution

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Course content

Why Attend

Contracts are the backbone of every commercial and construction project, defining rights, obligations, risks, and performance expectations between parties. However, unclear contract terms, poor administration, and inadequate risk allocation often lead to disputes, delays, and financial losses. This course provides a solid foundation in contracting principles and practical dispute resolution techniques. Participants will learn how contracts are formed, managed, and enforced, and how to prevent and resolve disputes efficiently using negotiation, mediation, arbitration, and other alternative dispute resolution methods.

Course Methodology

This course combines foundational legal and commercial theory with real-world case studies and practical exercises. Participants will review sample contracts, analyze dispute scenarios, and engage in role-play exercises for negotiation and settlement. Workshops will focus on identifying contract risks, drafting clear contractual clauses, and resolving disputes using structured approaches. Practical examples from construction and commercial projects will be used throughout the course.

Course Objectives

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

- Understand the fundamentals of contract formation and execution
- Identify key contractual clauses and their implications
- Recognize common causes of contract disputes
- Apply effective contract administration practices
- Develop strategies for dispute avoidance and risk mitigation
- Understand alternative dispute resolution (ADR) methods
- Improve negotiation and settlement skills
- Interpret contractual obligations and responsibilities

Course content

Target Audience

- Project Managers and Construction Professionals
- Contract and Commercial Managers
- Procurement and Supply Chain Professionals
- Engineers and Site Managers
- Legal and Compliance Officers
- Consultants and Advisors involved in contracts

Target Competencies

- Contract interpretation and administration
- Risk identification and contract management
- Dispute prevention and resolution
- Negotiation and communication skills
- Legal and commercial awareness
- Analytical thinking and decision-making
- Alternative dispute resolution techniques

Course outline

Day 1: Fundamentals of Contracting

- Introduction to contracts and legal principles
- Essential elements of a valid contract
- Types of contracts and procurement models
- Roles and responsibilities of contracting parties
- Contract documentation and structure

Course content

Course outline

Day 2: Contract Administration and Performance

- Contract lifecycle management
- Monitoring performance and compliance
- Variations, instructions, and change management
- Payment terms and contractual obligations
- Record keeping and documentation control

Day 3: Understanding Contract Risks and Disputes

- Common causes of contract disputes
- Risk allocation in contracts
- Breach of contract and remedies
- Early warning signs of disputes
- Preventive contract management strategies

Day 4: Dispute Resolution Mechanisms

- Negotiation techniques in contract disputes
- Mediation and conciliation processes
- Arbitration principles and procedures
- Litigation overview and when it applies
- Choosing the right dispute resolution method

Day 5: Practical Case Studies and Simulation

- Real-world contract dispute case studies
- Role-play: negotiation and settlement exercises
- Drafting dispute resolution strategies

Course content

Course outline

- Lessons learned from major project disputes
- Final review and best practices in contracting

Seminar dates

Available seminar dates

Live dates and pricing for The Essentials of Contracting and Contract Dispute Resolution generated from the course details page.

Date	Location	Format	Fee
9 - 13 November 2026	London - U.K	Classroom	**€3,400.-**
16 - 20 November 2026	Amsterdam - Netherlands	Classroom	**€3,600.-**
7 - 11 December 2026	Munich - Germany	Classroom	**€3,360.-**
14 - 18 December 2026	London - U.K	Classroom	**€3,400.-**
21 - 25 December 2026	Istanbul - Turkey	Classroom	**€2,280.-**
18 - 22 January 2027	Amsterdam - Netherlands	Classroom	**€3,400.-**
15 - 19 February 2027	Geneva - Switzerland	Classroom	**€4,200.-**
15 - 19 March 2027	Barcelona - Spain	Classroom	**€3,080.-**
19 - 23 April 2027	Kuala lumpur - Malaysia	Classroom	**€1,800.-**
17 - 21 May 2027	Istanbul - Turkey	Classroom	**€2,280.-**
21 - 25 June 2027	Barcelona - Spain	Classroom	**€3,080.-**
19 - 23 July 2027	Vienna - Austria	Classroom	**€3,400.-**
16 - 20 August 2027	Madrid - Spain	Classroom	**€3,400.-**
20 - 24 September 2027	Istanbul - Turkey	Classroom	**€2,280.-**
18 - 22 October 2027	Paris - France	Classroom	**€3,600.-**
15 - 19 November 2027	Barcelona - Spain	Classroom	**€3,080.-**
20 - 24 December 2027	Kuala lumpur - Malaysia	Classroom	**€1,800.-**