



looking for **quality** training
in **purchasing** and **supply**



D. M. JONES & ASSOCIATES LTD

CIPS Course Brochure

September 2018 to September 2019

CIPS – CENTRE OF EXCELLENCE

Established 1986

Providing Levels 2 – 6 of the CIPS qualifications ladder

Centres across the UK:

BLACKBURN

BRADFORD

NEWCASTLE

SHEFFIELD

HULL

BLACKPOOL

MANCHESTER

BIRMINGHAM

EDINBURGH

LONDON

Website: dmjonesassociates.co.uk

Contact Course Principal - Eleanor Wolf

info@dmjonesassociates.co.uk

Phone number 01200 429048 / 07737 136056

Reasons to study with us:

Our prices include:

- **Exclusive course notes and materials** prepared by our tutors
- **In-class tutored learning and support for each subject.** Students can also attend any other sessions in any location if they have missed days or would like to revisit areas. They can also attend as many revision sessions as they wish, at any of our locations.
- **Refreshments and meals** where appropriate
- **Free entry into one additional block of teaching sessions** for any subject a student needs to resit *

The benefits of our courses:

- We are the only national private provider with 10 centres across the UK
- Small group sizes – usually a maximum of 10 students
- Superb pass rates – reflected in our continuing status as a Centre of Excellence
- Possible to complete MCIPS qualifications (Diploma, Advanced Diploma and Professional Diploma) in under 2 years
- Full access – to both tutors and course Principal between teaching sessions
- Flexibility of time – both weekday and weekend courses available
- Flexibility of location – students can base at one centre or mix and match
- Comfortable teaching surroundings at some of the best locations
- Teaching methods include: lectures, workshops, business games, case studies, assignments and opportunities for students to present their own work within class
- Help and advice to those course members who become unemployed
- The ability to network with other practitioners
- Regular course reviews for continuous service improvement

Active Distance Learning Option for Diploma, Advanced Diploma and Professional Diploma

- Blend of home study and tutored learning
- Scheduled to suit the student
- An introductory meeting and full day taught study session for each unit
- Full access to Tutors and Course Principal between teaching sessions
- Attend any class based revision sessions at any of our centres across the UK free of charge

**Resit exam fee will be payable by student. Any further teaching sessions would be charged for at full price. Limited to one subject per level.*

Blackburn centre – Dunkenhall Hotel, Blackburn Road

Starting on Diploma

Diploma in Procurement and Supply All units 12.30 – 8.00pm	Dates All Wednesdays	Exam - Week Commencing
Business Needs in Procurement and Supply	03.10.18, 10.10.18, 17.10.18	WC 12.11.18
Managing Contracts and Relationships	21.11.18, 28.11.18, 05.12.18	WC 28.01.19
Negotiation and Contracting	30.01.19, 06.02.19, 20.02.19	WC 11.03.19
Sourcing in Procurement and Supply	20.03.19, 27.03.19, 17.04.19	WC 20.05.19
Scope and Influence of Procurement and Supply	05.06.19, 12.06.19, 19.06.19	WC 22.07.19

Starting on Advanced Diploma

Advanced Diploma in Procurement and Supply All units 12.30 – 8.00pm	Dates All Tuesdays	Exam - Week Commencing
Managing Risks in Procurement and Supply	11.09.18, 18.09.18, 25.09.18	WC 12.11.18
Category Management	20.11.18, 27.11.18, 18.12.18	WC 28.01.19
Operations Management in Supply Chains	05.02.19, 12.02.19, 19.02.19	WC 11.03.19
Improving Competitiveness of Supply Chains	02.04.19, 30.04.19, 07.05.19	WC 20.05.19
Managing Teams and Individuals	11.06.19, 18.06.19, 25.06.19	WC 22.07.19

Starting on Professional Diploma

Professional Diploma in Procurement and Supply All units 12.30 – 8.00pm	Dates All Tuesdays	Exam - Week Commencing
Programme and Project Management	02.10.18, 09.10.18, 23.10.18	WC 12.11.18
Leadership in Procurement and Supply	11.12.18, 18.12.18, 08.01.19	WC 28.01.19
Legal Aspects in Procurement and Supply	29.01.19, 05.02.19, 12.02.19	WC 11.03.19
Strategic Supply Chain Management	09.04.19, 23.04.19, 30.04.19	WC 20.05.19
Global Commercial Strategy	04.06.19, 11.06.19, 02.07.19	WC 22.07.19

Birmingham Centre – Park Inn, West Bromwich

Starting on Diploma

Diploma in Procurement and Supply All units 9.30 – 4.30pm	Dates All units Thurs/Friday/Saturday block	Exam - Week Commencing
Business Needs in Procurement and Supply	11/12/13.10.18	WC 12.11.18
Sourcing in Procurement and Supply	06/07/08.12.18	WC 28.01.19
Negotiation and Contracting	28.02.19, 01/02.03.19	WC 11.03.19
Managing Contracts and Relationships	21/22/23.03.19	WC 20.05.19
Scope and Influence of Procurement and Supply	11/12/13.07.19	WC 22.07.19

Starting on Advanced Diploma

Advanced Diploma in Procurement and Supply All units 9.30 – 4.30pm	Dates All units Thurs/Friday/Saturday block	Exam - Week Commencing
Managing Risks in Procurement and Supply	20/21/22.09.18	WC 12.11.18
Category Management	22/23/24.11.18	WC 28.01.19
Operations Management in Supply Chains	31.01.19, 01/02.02.19	WC 11.03.19
Improving Competitiveness of Supply Chains	09/10/11.05.19	WC 20.05.19
Managing Teams and Individuals	13/14/15.06.19	WC 22.07.19

Starting on Professional Diploma

Professional Diploma in Procurement and Supply All units 9.30 – 4.30pm	Dates All units Thurs/Friday/Saturday block	Exam - Week Commencing
Programme and Project Management	25/26/27.10.18	WC 12.11.18
Legal Aspects in Procurement and Supply	06/07/08.12.18	WC 28.01.19
Leadership in Procurement and Supply	14/15/16.02.19	WC 11.03.19
Strategic Supply Chain Management	02/03/04.05.19	WC 20.05.19
Global Commercial Strategy	27/28/29.06.19	WC 22.07.19

Manchester Centre – Manchester Conference Centre, Sackville Street

Starting on Diploma

Diploma in Procurement and Supply All units 12.30 – 8.00pm	Dates All Tuesdays	Exam - Week Commencing
Business Needs in Procurement and Supply	02.10.18, 09.10.18, 16.10.18	WC 12.11.18
Managing Contracts and Relationships	11.12.18, 18.12.18, 08.01.19	WC 28.01.19
Sourcing in Procurement and Supply	05.02.19, 12.02.19, 19.02.19	WC 11.03.19
Negotiation and Contracting	19.03.19, 26.03.19, 23.04.19	WC 20.05.19
Scope and Influence of Procurement and Supply	11.06.19, 18.06.19, 25.06.19	WC 22.07.19

Starting on Advanced Diploma

Advanced Diploma in Procurement and Supply All units 12.30 – 8.00pm	Dates All Tuesdays	Exam - Week Commencing
Category Management	11.09.17, 18.09.18, 25.09.18	WC 12.11.18
Managing Risks in Procurement and Supply	20.11.18, 27.11.18, 04.12.18	WC 28.01.19
Operations Management in Supply Chains	05.02.19, 12.02.19, 19.02.19	WC 11.03.19
Improving Competitiveness of Supply Chains	02.04.19, 16.04.19, 30.04.19	WC 20.05.19
Managing Teams and Individuals	28.05.19, 04.06.19, 02.07.19	WC 22.07.19

Starting on Professional Diploma

Professional Diploma in Procurement and Supply All units 12.30 – 8.00pm	Dates All Wednesdays	Exam - Week Commencing
Leadership in Procurement and Supply	10.10.18, 17.10.18, 24.10.18	WC 12.11.18
Legal Aspects in Procurement and Supply	21.11.18, 28.11.18, 09.01.19	WC 28.01.19
Programme and Project Management	30.01.19, 13.02.19, 27.02.19	WC 11.03.19
Strategic Supply Chain Management	17.04.19, 24.04.19, 01.05.19	WC 20.05.19
Global Commercial Strategy	12.06.19, 19.06.19, 26.06.19	WC 22.07.19

Edinburgh Centre – Marriott Hotel, Glasgow Road, Edinburgh

Starting on Diploma

Diploma in Procurement and Supply All units 9.30 – 4.30pm	Dates All units Thurs, Friday and Saturday block	Exam - Week Commencing
Business Needs in Procurement and Supply	04/05/06.10.18	WC 12.11.18
Negotiation and Contracting	29/30.11.18, 01.12.18	WC 28.01.19
Sourcing in Procurement and Supply	21/22/23.02.19	WC 11.03.19
Managing Contracts and Relationships	28/29/30.03.19	WC 20.05.19
Scope and Influence of Procurement and Supply	13/14/15.06.19	WC 22.07.19

Starting on Advanced Diploma

Advanced Diploma in Procurement and Supply All units 9.30 – 4.30pm	Dates All units Thurs, Friday and Saturday block	Exam - Week Commencing
Managing Risks in Procurement and Supply	13/14/15.09.18	WC 12.11.18
Category Management	22/23/24.11.18	WC 28.01.19
Operations Management in Supply Chains	28.02.19, 01/02.03.19	WC 11.03.19
Improving Competitiveness of Supply Chains	09/10/11.05.19	WC 20.05.19
Managing Teams and Individuals	06/07/08.06.19	WC 22.07.19

Starting on Professional Diploma

Professional Diploma in Procurement and Supply All units 9.30 – 4.30pm	Dates All units Thurs, Friday and Saturday block	Exam - Week Commencing
Programme and Project Management	11/12/13.10.18	WC 12.11.18
Leadership in Procurement and Supply	22/23/24.11.18	WC 28.01.19
Legal Aspects in Procurement and Supply	07/08/09.02.19	WC 11.03.19
Strategic Supply Chain Management	09/10/11.05.19	WC 20.05.19
Global Commercial Strategy	04/05/06.07.19	WC 22.07.19

Bradford centre – Bradford University School of Management

Starting on Diploma

Diploma in Procurement and Supply All units 12.30 – 8.00pm	Dates All Mondays	Exam - Week Commencing
Business Needs in Procurement and Supply	08.10.18, 15.10.18, 22.10.18	WC 12.11.18
Managing Contracts and Relationships	03.12.18, 10.12.18, 17.12.18	WC 28.01.19
Negotiation and Contracting	04.02.19, 11.02.19, 18.02.19	WC 11.03.19
Sourcing in Procurement and Supply	25.03.19, 08.04.19, 15.04.19	WC 20.05.19
Scope and Influence of Procurement and Supply	12.06.19 (WED) , 01.07.19, 08.07.19	WC 22.07.19

Starting on Advanced Diploma

Advanced Diploma in Procurement and Supply All units 12.30 – 8.00pm	Dates All Wednesdays	Exam - Week Commencing
Managing Risks in Procurement and Supply	10.10.18, 17.10.18, 24.10.18	WC 12.11.18
Operations Management in Supply Chains	21.11.18, 28.11.18, 05.12.08	WC 28.01.19
Category Management	06.02.19, 13.02.19, 20.02.19	WC 11.03.19
Improving Competitiveness of Supply Chains	10.04.19, 17.04.19, 24.04.19	WC 20.05.19
Managing Teams and Individuals	19.06.19, 26.06.19, 03.07.19	WC 22.07.19

Starting on Professional Diploma

Professional Diploma in Procurement and Supply All units 12.30 – 8.00pm	Dates All Mondays	Exam - Week Commencing
Programme and Project Management	10.09.18, 17.09.18, 29.10.18	WC 12.11.18
Leadership in Procurement and Supply	19.11.18, 26.11.18, 07.01.19	WC 28.01.19
Legal Aspects in Procurement and Supply	22.01.19, 04.02.19, 04.03.19	WC 11.03.19
Strategic Supply Chain Management	18.03.19, 24.04.19 (WED) , 29.04.19	WC 20.05.19
Global Commercial Strategy	03.06.19, 17.06.19, 24.06.19	WC 22.07.19

Blackpool Centre – Glendower Hotel

Starting on Diploma

Diploma in Procurement and Supply All units 9.30 – 4.30pm	Dates All units Thurs, Friday and Saturday block	Exam - Week Commencing
Sourcing in Procurement and Supply	25/26/27.10.18	WC 12.11.18
Business Needs in Procurement and Supply	10/11/12.01.19	WC 28.01.19
Negotiation and Contracting	14/15/16.02.19	WC 11.03.19
Managing Contracts and Relationships	04/05/06.04.19	WC 20.05.19
Scope and Influence of Procurement and Supply	06/07/08.06.19	WC 22.07.19

Hull Centre – Express Inn, Central Hull

Starting on Diploma

Diploma in Procurement and Supply All units 9.30 – 4.30pm	Dates All units Thurs, Friday and Saturday block	Exam - Week Commencing
Business Needs in Procurement and Supply	11/12/13.10.18	WC 12.11.18
Negotiation and Contracting	13/14/15.12.18	WC 28.01.19
Managing Contracts and Relationships	31.01.19, 01/02.02.19	WC 11.03.19
Sourcing in Procurement and Supply	28/29/30.03.19	WC 20.05.19
Scope and Influence of Procurement and Supply	30/31.05.19, 01.06.19	WC 22.07.19

Starting on Advanced Diploma

Advanced Diploma in Procurement and Supply All units 9.30 – 4.30pm	Dates All units Thurs, Friday and Saturday block	Exam - Week Commencing
Operations Management in Supply Chains	04/05/06.10.18	WC 12.11.18
Managing Risks in Procurement and Supply	22/23/24.11.18	WC 28.01.19
Category Management	21/22/23.02.19	WC 11.03.19
Improving Competitiveness of Supply Chains	02/03/04.05.19	WC 20.05.19
Managing Teams and Individuals	13/14/15.06.19	WC 22.07.19

Newcastle Centre – Marriott Hotel, Gosforth Park

Starting on Diploma

Diploma in Procurement and Supply All units 9.30 – 4.30pm	Dates All units Thurs, Friday and Saturday block	Exam - Week Commencing
Business Needs in Procurement and Supply	25/26/27.10.18	WC 12.11.18
Managing Contracts and Relationships	13/14/15.12.18	WC 28.01.19
Sourcing in Procurement and Supply	07/08/09.02.19	WC 11.03.19
Negotiation and Contracting	04/05/06.04.19	WC 20.05.19
Scope and Influence of Procurement and Supply	04/05/06.07.19	WC 22.07.19

Starting on Advanced Diploma

Advanced Diploma in Procurement and Supply All units 9.30 – 4.30pm	Dates All units Thurs/Friday/Saturday block	Exam - Week Commencing
Managing Risks in Procurement and Supply	18/19/20.10.18	WC 12.11.18
Operations Management in Supply Chains	10/11/12.01.19	WC 28.01.19
Category Management	14/15/16.02.19	WC 11.03.19
Improving Competitiveness of Supply Chains	02/03/04.05.19	WC 20.05.19
Managing Teams and Individuals	20/21/22.06.19	WC 22.07.19

Starting on Professional Diploma

Professional Diploma in Procurement and Supply All units 9.30 – 4.30pm	Dates All units Thurs/Friday/Saturday block	Exam - Week Commencing
Programme and Project Management	27/28/29.09.18	WC 12.11.18
Legal Aspects in Procurement and Supply	03/04/05.01.19	WC 28.01.19
Leadership in Procurement and Supply	21/22/23.02.19	WC 11.03.19
Strategic Supply Chain Management	28/29/30.03.19	WC 20.05.19
Global Commercial Strategy	13/14/15.06.19	WC 22.07.19

Sheffield Centre – The Source, 300 Meadowhall Way, Sheffield

Starting on Diploma

Diploma in Procurement and Supply All units 9.30 – 4.30pm	Dates All units Thurs, Friday and Saturday block	Exam - Week Commencing
Business Needs in Procurement and Supply	18/19/20.10.18	WC 12.11.18
Sourcing in Procurement and Supply	10/11/12.01.19	WC 28.01.19
Negotiation and Contracting	31.01.19, 01/02.02.19	WC 11.03.19
Managing Contracts and Relationships	11/12/13.04.19	WC 20.05.19
Scope and Influence of Procurement and Supply	27/28/29.06.19	WC 22.07.19

Starting on Advanced Diploma

Advanced Diploma in Procurement and Supply All units 9.30 – 4.30pm	Dates All units Thurs, Friday and Saturday block	Exam - Week Commencing
Managing Risks in Procurement and Supply	20/21/22.09.18	WC 12.11.18
Category Management	06/07/08.12.18	WC 28.01.19
Operations Management in Supply Chains	14/15/16.02.19	WC 11.03.19
Improving Competitiveness of Supply Chains	02/03/04.05.19	WC 20.05.19
Managing Teams and Individuals	13/14/15.06.19	WC 22.07.19

Starting on Professional Diploma

Professional Diploma in Procurement and Supply All units 9.30 – 4.30pm	Dates All units Thurs, Friday and Saturday block	Exam - Week Commencing
Programme and Project Management	27/28/29.09.18	WC 12.11.18
Leadership in Procurement and Supply	03/04/05.01.19	WC 28.01.19
Legal Aspects in Procurement and Supply	07/08/09.02.19	WC 11.03.19
Strategic Supply Chain Management	25/26/27.04.19	WC 20.05.19
Global Commercial Strategy	30/31.05.19, 01.06.19	WC 22.07.19

London Centre – Euston House, Eversholt Street

Starting on Diploma

Diploma in Procurement and Supply All units 9.00 – 6.30pm	Dates All units Thurs, Friday and Saturday block	Exam - Week Commencing
Business Needs in Procurement and Supply	18/19/20.10.18	WC 12.11.18
Managing Contracts and Relationships	29/30.11.18/01.12.18	WC 28.01.19
Sourcing in Procurement and Supply	07/08/09.02.19	WC 11.03.19
Negotiation and Contracting	21/22/23.03.19	WC 20.05.19
Scope and Influence of Procurement and Supply	20/21/22.06.19	WC 22.07.19

Starting on Certificate in Procurement and Supply Operations

Certificate in Procurement and Supply All units 9.30 – 6.00pm	Dates All units Friday and Saturday block	Exam - Week Commencing
Introducing Procurement and Supply	05/06.10.18	WC 12.11.18
Procurement and Supply Operations	14/15.12.18	WC 28.01.19
Stakeholder Relationships	01/02.02.19	WC 11.03.19
Systems Technology	05/06.04.19	WC 20.05.19
Inventory, Logistics and Expediting	31.05.19, 01.06.19	WC 22.07.19

Starting on Advanced Certificate in Procurement and Supply Operations

Advanced Certificate in Procurement and Supply All units 9.30 – 6.00pm	Dates All units Thurs, Friday and Saturday block	Exam - Week Commencing
Procurement and Supply Environments	27/28/29.09.18	WC 12.11.18
Ethical Procurement and Supply	03/04/05.01.19	WC 28.01.19
Contract Administration	21/22/23.02.19	WC 11.03.19
Team Dynamics and Change	11/12/13.04.19	WC 20.05.19
Socially Responsible Procurement	27/28/29.06.19	WC 22.07.19

COURSE FEES

Certificate in Procurement and Supply Operations

£1450 + VAT for the course and includes exclusive teaching materials and study guide, class tutored learning, refreshments and meals. CIPS registration fees and exam fees are payable by the student.

Advanced Certificate in Procurement and Supply Operations

£2150 + VAT for the course and includes exclusive teaching materials and study guide, class tutored learning, refreshments and meals. CIPS registration fees and exam fees are payable by the student.

Diploma in Procurement and Supply, Advanced Diploma in Procurement and Supply and Professional Diploma in Procurement and Supply - Class based and Active Distance Learning

£2835 + VAT per Level or £567 + VAT per unit and includes exclusive teaching materials, class tutored learning, refreshments and meals. CIPS registration fees and exam fees are payable by the student.

CIPS CENTRE OF EXCELLENCE

This is the highest level award that is bestowed by The Chartered Institute of Purchasing & Supply only to Training Centres which:-

- train to the highest standards
- have a highly qualified successful team of trainers
- achieve very high levels of success in CIPS exams
- demonstrate the highest standards of client care
- can demonstrate regular audits and improvement in courses
- provide quality training venues and materials

D M JONES & ASSOCIATES LTD GROUP

Academic Director, Dr David Jones has been successfully providing directorship of CIPS courses for over twenty years. He is a purchasing consultant and visiting lecturer to several universities and the joint author of the UK's best-selling purchasing textbook.

The group is an independent body of experienced lecturers, concerned exclusively with providing tuition for various levels of the Chartered Institute of Purchasing and Supply's qualifications and other Purchasing and Supply courses across England. Each lecturer is a specialist in his/her field with many years experience in presenting such courses.

The Mission of the Group is: To supply world class CIPS qualification provision across the UK.

The group is concerned with continuously improving the quality and content of the courses to ensure all our students attain the highest possible examination results.

We look forward to meeting you.

CIPS Academic Director: Dr David M Jones

PhD, MSc, BSc (Econ) (Hons), FCIPS, MCIM, MBIM, Cert Ed

ENROLMENT

Students should register as a Student of CIPS by completing an application form available on the CIPS website. A registration fee will be payable to CIPS by the student, together with an annual subscription to maintain membership and to give access to examinations. D. M. Jones and Associates Ltd will provide help throughout the registration process. You will also need to complete the D M Jones and Associates Ltd Registration form. We reserve the right to amend or cancel any course to ensure quality or in response to low student numbers. We will provide as much notice as is possible.

The Chartered Institute of Purchasing & Supply

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D.M. Jones & Associates Ltd Course Principal - Eleanor Wolf

The Station House
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Whalley
Lancashire
BB7 9RT
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Email: info@dmjonesassociates.co.uk

VENUES

Please note that course venues and dates are subject to change. We will endeavour to provide as much notice as possible of any changes.

Newcastle – Marriott Hotel, Gosforth Park
High Gosforth Park, Newcastle Upon Tyne
NE3 5HN

Bradford - Bradford University School of Management
Heaton Mount, Keighley Road, Bradford
BD9 4JU

Hull - Express by Holiday Inn, Hull City Centre
80 Ferensway, Hull HU2 8LN

Sheffield – The Source
300 Meadowhall Way, Sheffield
S9 1EA

London – Euston House
24 Eversholt Street, London
NW1 1AD

Edinburgh – Marriott Hotel
111 Glasgow Road, Edinburgh EH12 8NF

Blackburn - Dunkenhalgh Hotel
Blackburn Road, Clayton Le Moors,
Lancashire
BB5 5JP

Blackpool - Best Western, Glendower Hotel
North Promenade, St Annes, Lytham St Annes
FY8 2NQ

Manchester – Manchester Conference Centre
Sackville Street, Manchester,
M1 3BB

Birmingham – Park Inn West Bromwich
Birmingham Road (M5 Jct1) West Midlands –
B70 6RS

IN HOUSE OPTION

All the courses at all Levels can also be offered on an in-company basis at competitive rates. Please contact us for more details.

EXAMINATIONS

Please note: D M Jones & Associates Ltd hosts all exams at the Blackburn centre only. However you can sit them at a CIPS Regional Examination Centre if that is more convenient. Please contact CIPS for more details.