



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



D. M. JONES & ASSOCIATES LTD

CIPS Course Brochure

September 2016 to September 2017

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 440042 / 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 half 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
Business Needs in Procurement and Supply	05.10.16, 12.10.16, 19.10.16, 26.10.16	WC 14.11.16
Managing Contracts and Relationships	23.11.16, 30.11.16, 07.12.16, 04.01.17	WC 23.01.17
Contexts of Procurement and Supply	01.02.17, 08.02.17, 15.02.17, 22.02.17	WC 06.03.17
Sourcing in Procurement and Supply	15.03.17, 22.03.17, 19.04.17, 26.04.17	WC 15.05.17
Negotiation and Contracting	07.06.17, 14.06.17, 21.06.17, 28.06.17	WC 17.07.17

Starting on Advanced Diploma

Advanced Diploma in Procurement and Supply All units 12.30 – 8.00pm	Dates All Tuesdays	Exam
Managing Risks in Procurement and Supply	04.10.16, 11.10.16, 18.10.16, 01.11.16	WC 14.11.16
Management in Procurement and Supply	29.11.16, 06.12.16, 13.12.16, 10.01.17	WC 23.01.17
Operations Management in Supply Chains	31.01.17, 07.02.17, 14.02.17, 22.02.17	WC 06.03.17
Improving Competitiveness of Supply Chains	14.03.17, 21.03.17, 25.04.17, 02.05.17	WC 15.05.17
Category Management	06.06.17, 13.06.17, 27.06.17, 04.07.17	WC 17.07.17

Starting on Professional Diploma

Professional Diploma in Procurement and Supply All units 12.30 – 8.00pm	Dates All Tuesdays	Exam
Corporate and Business Strategy	20.09.16, 27.09.16, 04.10.16, 11.10.16	WC 14.11.16
Leadership in Procurement and Supply	29.11.16, 06.12.16, 10.01.17, 17.01.17	WC 23.01.17
Legal Aspects in Procurement and Supply	31.01.17, 07.02.17, 14.02.17, 22.02.17	WC 06.03.17
Strategic Supply Chain Management	14.03.17, 21.03.17, 25.04.17, 02.05.17	WC 15.05.17
Programme and Project Management	06.06.17, 13.06.17, 20.06.17, 27.06.17	WC 17.07.17

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
Business Needs in Procurement and Supply	27/28/29.10.16	WC 14.11.16
Contexts of Procurement and Supply	24/25/26.11.16	WC 23.01.17
Negotiation and Contracting	02/03/04.02.17	WC 06.03.17
Managing Contracts and Relationships	09/10/11.03.17	WC 15.05.17
Sourcing in Procurement and Supply	08/09/10.06.17	WC 17.07.17

Starting on Advanced Diploma

Advanced Diploma in Procurement and Supply All units 9.30 – 4.30pm	Dates All units Thurs/Friday/Saturday block	Exam
Managing Risks in Procurement and Supply	13/14/15.10.16	WC 14.11.16
Category Management	05/06/07.01.17	WC 23.01.17
Management in Procurement and Supply	09/10/11.02.17	WC 06.03.17
Improving Competitiveness of Supply Chains	20/21/22.04.17	WC 15.05.17
Operations Management in Supply Chains	15/16/17.06.17	WC 17.07.17

Starting on Professional Diploma - Park Inn - Telford

Professional Diploma in Procurement and Supply All units 9.30 – 4.30pm	Dates All units Thurs/Friday/Saturday block	Exam
Leadership in Procurement and Supply	08/09/10.09.16	WC 14.11.16
Corporate and Business Strategy	08/09/10.12.16	WC 23.01.17
Programme and Project Management	02/03/04.02.17	WC 06.03.17
Strategic Supply Chain Management	04/05/06.05.17	WC 15.05.17
Legal Aspects in Procurement and Supply	01/02/03.06.17	WC 17.07.17

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
Business Needs in Procurement and Supply	13/14/15.10.16	WC 14.11.16
Contexts of Procurement and Supply	15/16/17.12.16	WC 23.01.17
Sourcing in Procurement and Supply	09/10/11.02.17	WC 06.03.17
Negotiation and Contracting	06/07/08.04.17	WC 15.05.17
Managing Contracts and Relationships	25/26/27.05.17	WC 17.07.17

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
Business Needs in Procurement and Supply	04.10.16, 11.10.16, 18.10.16, 01.11.16	WC 14.11.16
Managing Contracts and Relationships	29.11.16, 06.12.16, 13.12.16, 10.01.17	WC 23.01.17
Contexts of Procurement and Supply	31.01.17, 07.02.17, 14.02.17, 22.02.17	WC 06.03.17
Negotiation and Contracting	14.03.17, 21.03.17, 28.03.17, 02.05.17	WC 15.05.17
Sourcing in Procurement and Supply	06.06.17, 13.06.17, 27.06.17, 04.07.17	WC 17.07.17

Starting on Advanced Diploma

Advanced Diploma in Procurement and Supply All units 12.30 – 8.00pm	Dates All Wednesdays	Exam
Management in Procurement and Supply	05.10.16, 19.10.16, 26.10.16	WC 14.11.16
Managing Risks in Procurement and Supply	23.11.16, 30.11.16, 07.12.16	WC 23.01.17
Operations Management in Supply Chains	08.02.17, 15.02.17, 22.02.17	WC 06.03.17
Improving Competitiveness of Supply Chains	22.03.17, 19.04.17, 26.04.17	WC 15.05.17
Category Management	07.06.17, 14.06.17, 21.06.17	WC 17.07.17

Starting on Professional Diploma

Professional Diploma in Procurement and Supply All units 12.30 – 8.00pm	Dates All Wednesdays	Exam
Leadership in Procurement and Supply	12.10.16, 19.10.16, 26.10.16	WC 14.11.16
Corporate and Business Strategy	23.11.16, 30.11.16, 04.01.17	WC 23.01.17
Programme and Project Management	01.02.17, 08.02.17, 22.02.17	WC 06.03.17
Strategic Supply Chain Management	19.04.17, 26.04.17, 03.05.17	WC 15.05.17
Legal Aspects in Procurement and Supply	07.06.17, 21.06.17, 28.06.17	WC 17.07.17

Edinburgh Centre – Premier Inn, Edinburgh Park

Starting on Diploma

Diploma in Procurement and Supply All units 9.00 – 6.00pm	Dates All units Thurs, Friday and Saturday block	Exam
Business Needs in Procurement and Supply	27/28/29.10.16	WC 14.11.16
Contexts of Procurement and Supply	01/02/03.12.16	WC 23.01.17
Sourcing in Procurement and Supply	16/17/18.02.17	WC 06.03.17
Managing Contracts and Relationships	23/24/25.03.17	WC 15.05.17
Negotiation and Contracting	25/26/27.05.17	WC 17.07.17

Starting on Advanced Diploma

Diploma in Procurement and Supply All units 9.00 – 6.00pm	Dates All units Thurs, Friday and Saturday block	Exam
Managing Risks in Procurement and Supply	06/07/08.10.16	WC 14.11.16
Management in Procurement and Supply	01/02/03.12.16	WC 23.01.17
Operations Management in Supply Chains	09/10/11.02.17	WC 06.03.17
Improving Competitiveness of Supply Chains	27/28/29.04.17	WC 15.05.17
Category Management	22/23/24.06.17	WC 17.07.17

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
Business Needs in Procurement and Supply	03.10.16, 10.10.16, 17.10.16, 31.10.16	WC 14.11.16
Contexts of Procurement and Supply	28.11.16, 05.12.16, 12.12.16, 09.01.17	WC 23.01.17
Negotiation and Contracting	30.01.17, 06.02.17, 13.02.17, 21.02.17	WC 06.03.17
Sourcing in Procurement and Supply	13.03.17, 20.03.17, 27.03.17, 10.04.17	WC 15.05.17
Managing Contracts and Relationships	05.06.17, 12.06.17, 26.06.17, 03.07.17	WC 17.07.17

Starting on Advanced Diploma

Advanced Diploma in Procurement and Supply All units 12.30 – 8.00pm	Dates All Tuesdays	Exam
Managing Risks in Procurement and Supply	04.10.16, 11.10.16, 18.10.16, 25.10.16	WC 14.11.16
Operations Management in Supply Chains	29.11.16, 06.12.16, 13.12.16, 10.01.17	WC 23.01.17
Category Management	31.01.17, 07.02.17, 14.02.17, 22.02.17	WC 06.03.17
Improving Competitiveness of Supply Chains	14.03.17, 21.03.17, 25.04.17, 02.05.17	WC 15.05.17
Management in Procurement and Supply	06.06.17, 13.06.17, 20.06.17, 04.07.17	WC 17.07.17

Starting on Professional Diploma

Professional Diploma in Procurement and Supply All units 12.30 – 8.00pm	Dates All Mondays	Exam
Corporate and Business Strategy	03.10.16, 10.10.16, 17.10.16, 31.10.16	WC 14.11.16
Leadership in Procurement and Supply	28.11.16, 07.12.16, 12.12.16, 09.01.17	WC 23.01.17
Legal Aspects in Procurement and Supply	30.01.17, 06.02.17, 13.02.17, 21.02.17	WC 06.03.17
Strategic Supply Chain Management	13.03.17, 20.03.17, 27.03.17, 10.04.17	WC 15.05.17
Programme and Project Management	05.06.17, 12.06.17, 26.06.17, 03.07.17	WC 17.07.17

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
Sourcing in Procurement and Supply	06/07/08.10.16	WC 14.11.16
Business Needs in Procurement and Supply	15/16/17.12.16	WC 23.01.17
Negotiation and Contracting	09/10/11.02.17	WC 06.03.17
Contexts of Procurement and Supply	23/24/25.03.17	WC 15.05.17
Managing Contracts and Relationships	22/23/24.06.17	WC 17.07.17

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
Contexts of Procurement and Supply	27/28/29.10.16	WC 14.11.16
Negotiation and Contracting	01/02/03.12.16	WC 23.01.17
Business Needs in Procurement and Supply	16/17/18.02.17	WC 06.03.17
Sourcing in Procurement and Supply	27/28/29.04.17	WC 15.05.17
Managing Contracts and Relationships	25/26/27.05.17	WC 17.07.17

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
Operations Management in Supply Chains	13/14/15.10.16	WC 14.11.16
Managing Risks in Procurement and Supply	01/02/03.12.16	WC 23.01.17
Management in Procurement and Supply	09/10/11.02.17	WC 06.03.17
Improving Competitiveness of Supply Chains	04/05/06.05.17	WC 15.05.17
Category Management	25/26/27.05.17	WC 17.07.17

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
Business Needs in Procurement and Supply	20/21/22.10.16	WC 14.11.16
Contexts of Procurement and Supply	24/25/26.11.16	WC 23.01.17
Sourcing in Procurement and Supply	26/27/28.01.17	WC 06.03.17
Negotiation and Contracting	16/17/18.03.17	WC 15.05.17
Managing Contracts and Relationships	08/09/10.06.17	WC 17.07.17

Starting on Advanced Diploma

Advanced Diploma in Procurement and Supply All units 9.30 – 4.30pm	Dates All units Thurs/Friday/Saturday block	Exam
Managing Risks in Procurement and Supply	20/21/22.10.16	WC 14.11.16
Operations Management in Supply Chains	15/16/17.12.16	WC 23.01.17
Management in Procurement and Supply	26/27/28.01.17	WC 06.03.17
Improving Competitiveness of Supply Chains	27/28/29.04.17	WC 15.05.17
Category Management	15/16/17.06.17	WC 17.07.17

Starting on Professional Diploma

Professional Diploma in Procurement and Supply All units 9.30 – 4.30pm	Dates All units Thurs/Friday/Saturday block	Exam
Programme and Project Management	29/30.09.16, 01.10.16	WC 14.11.16
Corporate and Business Strategy	05/06/07.01.17	WC 23.01.17
Leadership in Procurement and Supply	16/17/18.02.17	WC 06.03.17
Strategic Supply Chain Management	04/05/06.05.17	WC 15.05.17
Legal Aspects in Procurement and Supply	29/30.06.17, 01.07.17	WC 17.07.17

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
Contexts of Procurement and Supply	06/07/08.10.16	WC 14.11.16
Business Needs in Procurement and Supply	08/09/10.12.16	WC 23.01.17
Negotiation and Contracting	26/27/28.01.17	WC 06.03.17
Managing Contracts and Relationships	16/17/18.03.17	WC 15.05.17
Sourcing in Procurement and Supply	01/02/03.06.17	WC 17.07.17

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
Managing Risks in Procurement and Supply	27/28/29.10.16	WC 14.11.16
Category Management	15/16/17.12.16	WC 23.01.17
Management in Procurement and Supply	16/17/18.02.17	WC 06.03.17
Improving Competitiveness of Supply Chains	04/05/06.05.17	WC 15.05.17
Operations Management in Supply Chains	25/26/27.05.17	WC 17.07.17

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
Programme and Project Management	13/14/15.10.16	WC 14.11.16
Leadership in Procurement and Supply	01/02/03.12.16	WC 23.01.17
Corporate and Business Strategy	09/10/11.02.17	WC 06.03.17
Strategic Supply Chain Management	27/28/29.04.17	WC 15.05.17
Legal Aspects in Procurement and Supply	29/30.06.17, 01.07.17	WC 17.07.17

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
Procurement and Supply Principles	28/29.10.16	WC 14.11.16
Procurement and Supply Functions	02/03.12.16	WC 15.05.17
Procurement and Supply Processes	24/25.01.17	WC 15.05.17
Procurement and Supply Administration	07/08.03.17	WC 15.05.17
Procurement and Supply Stakeholders	02/03.06.17	WC 17.07.17

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
Procurement and Supply Environments	13/14/15.10.16	WC 14.11.16
Procurement and Supply Operations	08/09/10.12.16	WC 15.05.17
Procurement and Supply Workflow	23/24/25.02.17	WC 15.05.17
Inventory and Logistics Operations	20/21/22.03.17	WC 15.05.17
Procurement and Supply Relationships	08/09/10.06.17	WC 17.07.17

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

£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.

Diploma in Procurement and Supply, Advanced Diploma in Procurement and Supply and Professional Diploma in Procurement and Supply 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. He is also 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 first register as a Student of CIPS by completing an application form available on the CIPS website. A registration fee will be payable 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

9 Valley View
Grindleton
Clitheroe
BB7 4RP
Tel/Fax: 01200 440042
Mobile: 07737 136056
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

Edinburgh – Premier Inn
Edinburgh Park, 1 Lochside Crescent,
Edinburgh EH12 9FX

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

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

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

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

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

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

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

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.

SELECTED GROUP CLIENTS

- British Aerospace
- BNFL
- Silentnight
- Sherbury
- Royal Mail
- Royal Ordnance
- Wolstenholme International
- Granby
- Lucas
- Leyland
- NHS
- John Wilman
- East Lancs Paper
- Rockwell Graphics – Goss
- Fenners
- University of Central Lancashire
- Multipart
- Railtrack
- Gresham Bennett
- Ferranti
- GEC
- GPT
- ICI
- Turnbull
- Rapid Results
- Tudor Business Publishing
- Rolls Royce
- Blackpool Council
- TRW
- Smith & Nephew
- Barclays Bank
- BBC
- Strathclyde University
- London Underground
- Glamorgan University
- British Gas
- IBM
- Angus Fire Armour
- Baxi
- BICC
- British Airways
- Burnley Engineering
- P & P Micro
- Jaguar
- James Hall
- ELTEC
- Learoy Packaging
- Nuclear Electric
- Jones Stroud
- Bristol Myers Squibb
- Cleanaway
- Harbour & General
- Hodder & Stoughton
- Irish Inst of P & MM
- Albion Motors
- Volvo
- Simon Jersey
- National Savings
- Bako UK
- CCL Systems
- HM Customs & Excise
- CamEra Security
- Prestige
- ITSA
- Unipart
- H J Heinz
- Johnson & Johnson
- MD Foods
- Kellogg's UK
- Liverpool University
- David Brown
- Delco
- Dorman Smith
- Cardiff Business School
- Wirral Metropolitan College
- Civil Service Staff College
- Wirral Borough Council
- National GIRO
- Wirral Metropolitan College
- Short Bros
- Edward Arnold
- Castle Cement
- Colgate Palmolive