

Sustainability Facility Professional (SFP)

Study Guide





Study Guide

3 Month Path to SFP (Self-Study)

MONTH 1

WEEK 1 | 5 hours (+/-)

Chapter 1 | Building a Facilities Program

Day 1 | Manual Reading Assignment + E-Learning Activities – 2.5 hours (+/-)

Day 2 | Resources + Studying + Assessment – 2.5 hours (+/-)

WEEK 2 | 6 hours (+/-)

Chapter 2 | Sustainability Strategy

Day 1 | Manual Reading Assignment + E-Learning Activities – 2.5 hours (+/-)

Day 2 | Resources + Studying + Assessment – 3.5 hours (+/-)

WEEK 3 | 6 hours (+/-)

Chapter 3 | Planning for Sustainability

Day 1 | Manual Reading Assignment + E-Learning Activities – 2.5 hours (+/-)

Day 2 | Resources + Studying + Assessment – 3.5 hours (+/-)

WEEK 4 | 5.5 hours (+/-)

Chapter 4 | Understanding Financial Language

Day 1 | Manual Reading Assignment + E-Learning Activities – 2 hours (+/-)

Day 2 | Resources + Studying + Assessment – 3.5 hours (+/-)

MONTH 2

WEEK 5 | 6.5 hours (+/-)

Chapter 5 | Energy Management

Day 1 | Manual Reading Assignment – 1.5 hours (+/-)

Day 2 | + E-Learning Activities – 1.5 hours (+/-)

Day 3 | Resources + Studying + Assessment – 3.5 hours (+/-)

WEEK 6 | 5.5 hours (+/-)

Chapter 6 | Water Management

Day 1 | Manual Reading Assignment + E-Learning Activities – 2 hours (+/-)

Day 2 | Resources + Studying + Assessment – 3.5 hours (+/-)

WEEK 7 | 5 hours (+/-)

Chapter 7 | Materials and Consumables Management

Day 1 | Manual Reading Assignment + E-Learning Activities – 2 hours (+/-)

Day 2 | Resources + Studying + Assessment – 3 hours (+/-)

WEEK 8 | 5.5 hours (+/-)

Chapter 8 | Waste Management

Day 1 | Manual Reading Assignment + E-Learning Activities – 2.5 hours (+/-)

Day 2 | Resources + Studying + Assessment – 3 hours (+/-)

MONTH 3

WEEK 9 | 7 hours (+/-)

Chapter 9 | Workplace Management

Day 1 | Manual Reading Assignment – 2 hours (+/-)

Day 2 | + E-Learning Activities – 1.5 hours (+/-)

Day 3 | Resources + Studying + Assessment – 3.5 hours (+/-)

WEEK 10 | 5 hours (+/-)

Chapter 10 | Implementing a Sustainability Initiative

Day 1 | Manual Reading Assignment + E-Learning Activities – 2 hours (+/-)

Day 2 | Resources + Studying + Assessment – 3 hours (+/-)

WEEK 11 | 5.5 hours (+/-)

Chapter 11 | Managing Change

Day 1 | Manual Reading Assignment + E-Learning Activities – 2 hours (+/-)

Day 2 | Resources + Studying + Assessment – 3.5 hours (+/-)

WEEK 12 | 4 hours (+/-)

Chapter 12 | Evaluating and Reporting

Day 1 | Manual Reading Assignment + E-Learning Activities – 2 hours (+/-)

Day 2 | Resources + Studying + Assessment – 2 hours (+/-)



Study Guide

6 Month Path to SFP (Self-Study)

MONTH 1

WEEKS 1+2 | 5 hours (+/-)

Chapter 1 | Building a Facilities Program

Week 1 | Manual Reading Assignment + E-Learning Activities – 2.5 hours (+/-)

Week 2 | Resources + Studying + Assessment – 2.5 hours (+/-)

WEEKS 3+4 | 6 hours (+/-)

Chapter 2 | Sustainability Strategy

Week 3 | Manual Reading Assignment + E-Learning Activities – 2.5 hours (+/-)

Week 4 | Resources + Studying + Assessment – 3.5 hours (+/-)

MONTH 2

WEEKS 1+2 | 6 hours (+/-)

Chapter 3 | Planning for Sustainability

Week 1 | Manual Reading Assignment + E-Learning Activities – 2.5 hours (+/-)

Week 2 | Resources + Studying + Assessment – 3.5 hours (+/-)

WEEKS 3+4 | 5.5 hours (+/-)

Chapter 4 | Understanding Financial Language

Week 3 | Manual Reading Assignment + E-Learning Activities – 2 hours (+/-)

Week 4 | Resources + Studying + Assessment – 3.5 hours (+/-)

MONTH 3

WEEKS 1+2 | 6.5 hours (+/-)

Chapter 5 | Energy Management

Week 1 | Manual Reading Assignment – 1.5 hours (+/-)

Week 1 | + E-Learning Activities – 1.5 hours (+/-)

Week 2 | Resources + Studying + Assessment – 3.5 hours (+/-)

WEEKS 3+4 | 5.5 hours (+/-)

Chapter 6 | Water Management

Week 3 | Manual Reading Assignment + E-Learning Activities – 2 hours (+/-)

Week 4 | Resources + Studying + Assessment – 3.5 hours (+/-)

MONTH 4

WEEKS 1+2 | 5 hours (+/-)

Chapter 7 | Materials and Consumables Management

Week 1 | Manual Reading Assignment + E-Learning Activities – 2 hours (+/-)

Week 2 | Resources + Studying + Assessment – 3 hours (+/-)

WEEKS 3+4 | 5.5 hours (+/-)

Chapter 8 | Waste Management

Week 3 | Manual Reading Assignment + E-Learning Activities – 2.5 hours (+/-)

Week 4 | Resources + Studying + Assessment – 3 hours (+/-)

MONTH 5

WEEKS 1+2 | 7 hours (+/-)

Chapter 9 | Workplace Management

Week 1 | Manual Reading Assignment – 2 hours (+/-)

Week 1 | + E-Learning Activities – 1.5 hours (+/-)

Week 3 | Resources + Studying + Assessment – 3.5 hours (+/-)

WEEKS 3+4 | 5 hours (+/-)

Chapter 10 | Implementing a Sustainability Initiative

Week 3 | Manual Reading Assignment + E-Learning Activities – 2 hours (+/-)

Week 4 | Resources + Studying + Assessment – 3 hours (+/-)

MONTH 6

WEEKS 1+2 | 5.5 hours (+/-)

Chapter 11 | Managing Change

Week 1 | Manual Reading Assignment + E-Learning Activities – 2 hours (+/-)

Week 2 | Resources + Studying + Assessment – 3.5 hours (+/-)

WEEKS 3+4 | 4 hours (+/-)

Chapter 12 | Evaluating and Reporting

Week 1 | Manual Reading Assignment + E-Learning Activities – 2 hours (+/-)

Week 2 | Resources + Studying + Assessment – 2 hours (+/-)



Study Guide

1 Year Path to SFP (Self-Study)

MONTH 1 5 hours (+/-)

Chapter 1 | Building a Sustainable Facilities Program
Week 1 | Manual Reading Assignment + E-Learning Activities – 2.5 hours (+/-)
Week 2 | Resources + Studying + Assessment – 2.5 hours (+/-)

MONTH 2 6 hours (+/-)

Chapter 2 | Sustainability Strategy
Week 1 | Manual Reading Assignment + E-Learning Activities – 2.5 hours (+/-)
Week 2 | Resources + Studying + Assessment – 3.5 hours (+/-)

MONTH 3 6 hours (+/-)

Chapter 3 | Planning for Sustainability
Week 1 | Manual Reading Assignment + E-Learning Activities – 2.5 hours (+/-)
Week 2 | Resources + Studying + Assessment – 3.5 hours (+/-)

MONTH 4 5.5 hours (+/-)

Chapter 4 | Understanding Financial Language
Week 1 | Manual Reading Assignment + E-Learning Activities – 2 hours (+/-)
Week 2 | Resources + Studying + Assessment – 3.5 hours (+/-)

MONTH 5 6.5 hours (+/-)

Chapter 5 | Energy Management
Week 1 | Manual Reading Assignment – 1.5 hours (+/-)
Week 2 | + E-Learning Activities – 1.5 hours (+/-)
Week 3 | Resources + Studying + Assessment – 3.5 hours (+/-)

MONTH 6 5.5 hours (+/-)

Chapter 6 | Water Management
Week 1 | Manual Reading Assignment + E-Learning Activities – 2 hours (+/-)
Week 2 | Resources + Studying + Assessment – 3.5 hours (+/-)

MONTH 7 5 hours (+/-)

Chapter 7 | Materials and Consumables Management
Week 1 | Manual Reading Assignment + E-Learning Activities – 2 hours (+/-)
Week 2 | Resources + Studying + Assessment – 3 hours (+/-)

MONTH 8 5.5 hours (+/-)

Chapter 8 | Waste Management
Week 1 | Manual Reading Assignment + E-Learning Activities – 2.5 hours (+/-)
Week 2 | Resources + Studying + Assessment – 3 hours (+/-)

MONTH 9 7 hours (+/-)

Chapter 9 | Workplace Management
Week 1 | Manual Reading Assignment – 2 hours (+/-)
Week 2 | + E-Learning Activities – 1.5 hours (+/-)
Week 3 | Resources + Studying + Assessment – 3.5 hours (+/-)

MONTH 10 5 hours (+/-)

Chapter 10 | Implementing a Sustainability Initiative
Week 1 | Manual Reading Assignment + E-Learning Activities – 2 hours (+/-)
Week 2 | Resources + Studying + Assessment – 3 hours (+/-)

MONTH 11 5.5 hours (+/-)

Chapter 11 | Managing Change
Week 1 | Manual Reading Assignment + E-Learning Activities – 2 hours (+/-)
Week 2 | Resources + Studying + Assessment – 3.5 hours (+/-)

MONTH 12 4 hours (+/-)

Chapter 12 | Evaluating and Reporting
Week 1 | Manual Reading Assignment + E-Learning Activities – 2 hours (+/-)
Week 2 | Resources + Studying + Assessment – 2 hours (+/-)



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