**COURSE AGENDA**

**DAY 1**

8:30 a.m.: Registration

8:45 a.m.: Pre-Quiz

8:45 a.m.: Introductions and Overview

9:15 a.m.: NELAP and Certification Issues

9:30 a.m.: Terminology

10:00 a.m.: Sample Handling, Sample Collection, and Chain of Custody Group Exercise

10:10 a.m.: Document Control

10:30 a.m.: Break

10:40 a.m.: Accuracy and Precision/Outlier Tests Part 1

Noon: Lunch

1:00 p.m.: Accuracy and Precision Part 2

2:50 p.m.: Break

3:00 p.m.: Methodology

3:15 p.m.: Standard Operating Procedures

3:45 p.m.: Log Books

4:30 p.m.: Post-Quiz

**DAY 2**

8:30 a.m.: Pre-Quiz

8:45 a.m.: Problem Sets

9:45 a.m.: Reagents

10:35 a.m.: Break

10:45 a.m.: Method Detection Limits

11:30 a.m.: Data Handling

Noon: Lunch

1:00 p.m.: Training

1:30 p.m.: Calibration and Maintenance

2:00 p.m.: Corrective Action

2:15 p.m.: Ethics

2:30 p.m.: Break

2:45 p.m.: The Role of PT samples in a QA Program

3:00 p.m.: Course Examination

4:00 p.m.: Post-Quiz