



1013 - Basic Course (3 Days)

Audience: New Primavera Project Management users.

Prerequisite: Fundamental Project Management Training and knowledge of Windows.

At the completion of this course the student will be able to:

- Create a Project
- Set up User Preferences
- Create a Work Breakdown Structure
- Create Project Calendars
- Add Activities
- Create Relationships
- Create Activity Codes
- Organize Activities
 - Group \ Sort
 - Filters
 - Layouts
- Utilizing Constraints
- Assign Roles & Resources
- Analyze Resources
- Schedule the Project
- Maintain \ Assign Baseline
- Status the Project
- Analyze the Updated Project

Work Shop Class Schedule

1. Day One
 - Understanding Scheduling Concept
 - Navigating in the Project Management
 - Create a Project
 - Create a Work Breakdown Structure (WBS)
 - Create Calendars
2. Day Two
 - Add Activities
 - Create Relationship
 - Create Activity Codes
 - Organize Activities
 - Constraints
 - Assign Roles & Resources
 - Analyze Resources Profiles
3. Day Three
 - Schedule the Project (F9)
 - Maintain \ Assign Baseline
 - Status the Project
 - Analyze the Updated Project
 - Rebuild \ Lessons Learned