



COURSE 102 P5/6 (P3E/P3EC) BASIC NOW INCLUDING VERSION 7
(Earns 19.5 PDUs and 1.95 CEUs, PMI PROGRAM NUMBER – 102)

SUMMARY

Get started with Primavera Project Planner for the Enterprise through hands-on, basic training. This course provides hands-on training for Primavera's client/server based solution. Students will learn planning and scheduling with Primavera 5/6. Scheduling techniques will be also covered. This three-day course leads you through hands-on workshops that create and track an entire project to completion, using the three elements of project management: schedule, resource and costs.

PREREQUISITE/AUDIENCE

Fundamental project management training, an understanding of CPM scheduling concepts and knowledge of Windows™; this class is intended for new Primavera 5/6 Users.

AT THE COMPLETION OF THIS COURSE, THE STUDENT WILL BE ABLE TO:

- Add a Project to the Project Structure
- Create and Work Breakdown Structure
- Add Reference Documents
- Add Activities
- Add Steps & Codes to Activities
- Create Relationships
- Modify Relationships
- Add Constraints
- Organize Activities
- Assign Resources & Costs to Activities
- Analyze Resource/Cost Usage
- Optimize the Schedule
- Create & Monitor Thresholds
- Status the Project
- Analyze the Projects' Status
- Schedule a Project

COURSE 102 P5/6 (P3E/P3EC) BASIC (3 DAYS)

DAY 1

Introduction to Primavera
Navigating
Creating Activity Codes
Managing Multiple Projects
Creating a Project
Creating a Work Breakdown Structure
Adding Activities

DAY 2

Maintaining the Project Documents Library
Creating Relationships
Scheduling
Assigning Constraints
Formatting Schedule Data
Defining Resources
Assigning Resources & Costs
Analyzing Resources & Costs

DAY 3

Optimizing the Project Plan
Baselining the Project Plan
Project Execution & Control
Reporting Performance
Project Web Site

WORKSHOPS

Creating a Work Breakdown Structure
Adding Activities
Creating Relationships
Scheduling
Assigning Resources & Costs
Analyzing Resources & Costs
Updating the Schedule

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