

COURSE 601: PLANNING & SCHEDULING WITH P3 3X (PRIMAVERA PROJECT PLANNER) BASIC COURSE

(EARNS 19.5 PDUs & 1.95 CEUs – PMI PROGRAM NUMBER – 601PPP)

Getting started with Primavera Project Planner (P3) through hands-on, basic training. Participants will gain a thorough background in the concepts of planning and scheduling, while learning P3. This three-day course leads you through hands-on workshops that create and track an entire project to completion using the three basic elements of project management: schedule, resources and costs. Scheduling techniques will be covered.

AUDIENCE: New Primavera P3 users

PREREQUISITE: A working knowledge of Windows™

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

- ◆ Define Project Elements
- ◆ Develop the Project and Coding Structures
- ◆ Create Project Calendars
- ◆ Develop a Project Network with Precedence Relationships
- ◆ Perform Schedule Calculations
- ◆ Apply Constraints to a Schedule
- ◆ Customize the Project Layouts
- ◆ Assign Resources and Costs to a Project
- ◆ Define a Project Schedule
- ◆ Enter the Appropriate Statusing Data to Update a Schedule
- ◆ Produce Effective Output

601 COURSE OUTLINE (3 DAYS)

DAY ONE:

- ◆ Fundamentals of Project Management
- ◆ Establishing the Project and Coding Structures
- ◆ Defining Calendars
- ◆ Adding and Organizing Activities

DAY TWO:

- ◆ Defining Activity Relationships
- ◆ Calculating the Schedule
- ◆ Applying Constraints to a Schedule
- ◆ Customizing the Layout

DAY THREE:

- ◆ Managing Resources and Costs
- ◆ Creating the Target Plan
- ◆ Updating the Current Schedule
- ◆ Producing Effective Output

WORKSHOPS:

- ◆ Creating the Activity Codes Dictionary
- ◆ Defining Project Calendars
- ◆ Adding Activities and Assigning Activity Codes
- ◆ Adding Relationships
- ◆ Calculating a Schedule
- ◆ Applying Constraint to a Schedule
- ◆ Customizing the Layout
- ◆ Defining Resources and Cost Accounts