Primavera P6 Professional Fundamentals Rel 15 Ed 1

Duration: 3 Days

What you will learn

This Primavera P6 Professional training leads you through the entire project life cycle, from planning to execution. You'll develop a thorough understanding of how to plan and schedule.

Learn To:

Create and schedule a project.
Assign resources.
Adjust the project schedule.
Execute and control the project.
Add activities.

Benefits to You

Enrolling in this course will help you understand P6 Professional's basic features and functionality so you can apply them to your organization's project management processes. You'll also learn how to manage projects on time and within budget to ensure optimal outcomes from capital and resource investments.

Explore Project Management Fundamentals

All workshops and instruction stress the three basic elements of project management: schedule, resources and costs. At the end of each day, you'll apply the concepts and functionality you learned in a case study. The course is divided into three sections: Creating a Project; Scheduling the Project; Project Execution and Control.

Use P6 Professional

The course uses P6 Professional, Primavera's Windows-based, client/server application. It is appropriate for those using P6 Professional either as a stand-alone application or as part of P6 EPPM.

Please note that this course uses the P6 Optional Client (Windows-based client).

Audience
Business Analysts
End Users
Functional Implementer
Project Manager

Related Training

Suggested Prerequisites
Knowledge of project management principles

Course Objectives

Create a project

Create a Work Breakdown Structure

Add activities

View calendars

Create relationships

Schedule the project

Assign constraints

Format schedule data

Define roles and resources

Assign roles

Assign resources

Analyze resources

Optimize the project plan

Execute the project

Create reports

Understand data structures

Course Topics

Understanding P6 Data
Describing Enterprise and Project-Specific data
Logging In
Opening an Existing Project
Opening and Customizing Layouts

Enterprise Project Structure
Describing Components of EPS

Creating a Project

Create a project
Navigating in the Projects Window
Viewing Project Details

Creating a Work Breakdown Structure
Defining a Work Breakdown Structure
Creating the WBS Hierarchy

Adding Activities
Describing an Activity and its Components
Describing Activity Types
Adding Activities
Adding a Notebook Topic
Adding Steps to an Activity
Assigning Activity Codes

Creating Relationships
Viewing a Network Logic Diagram
Relationship Types
Creating Relationships

Scheduling
Performing a Forward and Backward Pass
Describing Float

Assigning Constraints
Applying an Overall Deadline to a Project
Apply a Constraint to an Activity

Using Reflection Projects
Creating a Reflection Project
Merging Changes

Formatting Schedule Data
Grouping Activities
Sorting
Filtering

Roles and Resources
Describing Roles and Resources
Viewing Dictionaries

Assigning Roles
Assigning Roles to an Activity
Assign Rates on Roles

Assigning Resources
Assigning Resources
Adjusting Budgeted Units/Time

Analyzing Resources
Displaying the Resource Usage Profile

Optimizing the Project Plan
Analyzing Schedule Dates
Shortening a Project Schedule
Analyzing Resource Availability

Baselining the Project Plan
Creating a Baseline Plan
Display Baseline Bars on the Gantt Chart

Project Execution and Control
Describing Methods for Updating the Schedule
Using Progress Spotlight
Statusing Activities
Rescheduling the Project

Reporting Performance
Describing Reporting Methods
Running a Schedule Report
Creating a report with the Report Wizard