

Course Outline

Primavera: Planning & Scheduling with Primavera Project Planner

Duration: 3 days (18 hours)

Learning Objectives:

- Define the project and coding structures · Assign resources and costs to a project
- Add and organize activity data
- Create target schedule
- Develop a project network with precedence relationships
- Enter statusing data to update a schedule
- Perform schedule calculations · Store period performance
- Apply constraints to a schedule · Produce project output
- Customize the project layout

Target Audience:

New P3 users

Topics Covered:

- Fundamentals of Project Management
 - Establishing the Project & Coding Structures
 - Defining Calendars
 - Adding and Organizing Activities
 - Relationships
 - Scheduling
 - Applying Constraints to a Schedule
 - Customizing the Layout
 - Managing Resources & Costs
 - Creating the Target Plan
 - Updating the Current Schedule
 - Producing Effective Output
- Workshops :
 - Creating the Activity Codes Dictionary
 - Defining Calendars
 - Adding Activities
 - Adding Relationships
 - Calculating a Schedule

- Applying Constraints
- Modifying the Activity Table
- Defining Resources and Cost Accounts
- Assigning Resources and Costs to Activities
- Shortening the Schedule
- Stating Your Project
- Class Exercises:
- Adding a Project to a Project Group
- Developing the Coding Structure
- Adding the Project Code Values
- Calculating a Schedule Manually
- Creating a Target