



■ ■ ■ **AGENDA**

**Primavera P3e / P6 – Basic 102 Training**

**OVERVIEW**

This course provides hands-on training for Primavera’s client/server based solution Participants will gain a thorough background in the concepts of planning and scheduling. Scheduling techniques will be covered. This three-day course leads you through hands-on workshops that create and track an entire project to completion. All workshops and instruction use the three basic elements of project management: schedule, resource and costs.

**LEARNING OUTCOMES**

- Create a project with activities and resources
- Calculate a schedule
- Analyze resource/cost data
- Compare current vs. target schedules

**COURSE OUTLINE**

**Day 1**

- Introduction
- Navigating
- Project Structure
- Creating a Project
- Creating a Work Breakdown Structure (WBS)
- Creating Activity Codes
- Adding Activities

**Day 2**

- Maintaining the Project Documents Library
- Creating Relationships
- Scheduling
- Adding Constraints
- Formatting Data
- Defining Resources
- Assigning Resources and Costs
- Analyzing Resources and Costs

**COURSE LEVEL :**

Basic

**COURSE PRICE :**

\$1395 + applicable taxes

**TARGETED ROLES :**

Program Managers, Project Managers, Planners/Schedulers

**ADDITIONAL AUDIENCES :**

Existing project management module users. Existing P3e/c, Enterprise, and TeamPlay users. See

**PROFESSIONAL DEVELOPMENT :**

Earns 19.5 PDU’s and 1.95 CEUs

**PMI PROGRAM NUMBER :**

102

For specific dates and locations please see our website





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**Day 3**

- Optimizing the Project Plan
- Baselining the Project Plan
- Project Execution and Control
- Reporting Performance
- Project Web Site

**Workshops**

- Creating a Work Breakdown Structure
- Adding Activities
- Creating Relationships
- Scheduling
- Viewing Schedule Data
- Assigning Resources and Costs
- Analyzing Resources and Costs
- Updating the Schedule

