

Baseline Integrated Services Ltd



PROJECT MANAGEMENT WITH PRIMAVERA P6

COURSE OVERVIEW

MATERIALS

- Laptop (Preferably not a MAC laptop)
- Wi-Fi
- Primavera P6 installed (this would be provided upon enrolment)
- A positive can-do attitude!

EXPECTATIONS

- Creating and Presenting: Applying the creative process to produce the work
- Reflecting, Responding and Analyzing: Apply the critical analysis process to communicate
- Submission of assignments for review

LEARNING GOALS FOR SUCCESS

By the end of this lesson students would be able to:

- Know about Primavera P6
- Create a project from scratch
- Project schedule tracking and monitoring with Primavera P6
- Project cost tracking and monitoring with Primavera P6

REASONS TO GET P6 TRAINING

- Faster project completion within budget
- Instructor-Led training
- Mapping of best practices to function implementation
- Extensive learning resources
- Identification of risks
- Managing Project Activities

WEEK 1

- Introduction to the Course and Course Objectives

- An Overview of Project Schedule Management
- Fundamentals of Project Management
- What is a Project?
- What is Project Management
- Scheduling and its importance
- Critical Path Method for Scheduling
- Understanding a Gantt chart
- Primavera P6 Installation
- Primavera P6 Interface and Preferences
- Questions and Answers

WEEK 2

- Organizational Breakdown Structure
- Enterprise Project Structure
- Work Breakdown Structure
- Understanding a Sample Project
- Creating a New Project in Primavera P6
- Project Window Options
- Understand Project Must Finish and Total Float
- Role of Calendars in Scheduling
- Understanding and Adding Calendars
- Project and Database Default Calendar
- Creating WBS in Primavera P6
- Questions and Answers

WEEK 3

- Understanding Percentage Complete Types
- Understanding Activity Types
- Setting Defaults for New Activities

- Adding Activities
- Duration of Activities
- Duration Types in P6
- Understanding and Adding Relationships
- Scheduling
- Formatting Bars, Columns and Timescale
- Group, Sorts and Layouts
- Filtering in Primavera P6
- Printing, Exporting, and Importing
- Reporting in Primavera P6
- Questions and Answer

WEEK 4

- Understanding and Adding Baseline
- Updating a Project
- Assigning Baseline and Monitoring a Project
- Adding and Assigning New Currency
- Understanding Roles, Resources and Expenses
- Adding Resources
- Assigning Resources and Reviewing Resource Allocation
- Adding Expenses
- Developing Project Funding Requirements and Cost S-curve
- Updating a Project with Resources and Expenses
- Questions and Answers

WEEK 5

- Questions and Answers
- Discussions and Final Reports

- Feedback