

Primavera P6 Fundamentals Rel 16

Duration: 3 Days

What you will learn

This Primavera P6 Fundamentals training teaches you how to create a project, add activities and relationships, assign resources, adjust the project plan to account for schedule delays and overallocated resources and analyze portfolios. You'll also learn how to customize the Personal Workspace and the Project Workspace to monitor project progress and communicate with team members.

Learn To:

- Create a project.
- Add activities.
- Create relationships.
- Assign and analyze resources.
- Analyze project performance.
- Execute and control the project.
- Customize dashboards and the Project Workspace.

Benefits to You

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

Please Note

This course uses P6, Primavera Web-based project management tool. Oracle BI and BPM are not covered in this course.

Audience

- Business Analysts
- End Users
- Functional Implementer
- Project Manager

Related Training

Suggested Prerequisites

Knowledge of project management principles

Course Objectives

Create a Work Breakdown Structure

Add activities

Customize activity views

Create relationships

Schedule the project

Assign constraints

View the Enterprise Project Structure

Optimize the project schedule

Create a project

Assign roles and resources

Analyze resources and costs

Baseline the project plan

Execute the project

Customize dashboards

Course Topics

Understanding P6 Data

Describing the Organizational Breakdown Structure

Describing the Enterprise Project Structure

Creating a Project

Viewing the EPS Page

Modifying Project Information

Creating a Work Breakdown Structure

Creating Multiple Levels

Adding Activities

Describing Activity Types

Viewing Activity Information

Editing Activity Details

Assigning Steps

Assigning Codes

Using Activity Views

Customizing a View
Filtering Data
Grouping and Sorting Data

Creating Relationships

Viewing Relationship Types
Creating Relationships in the Gantt Chart

Scheduling a Project

Defining Key Terms
Defining Total Float
Describing Loops and Open Ends
Calculating a Schedule

Assigning Constraints

Applying a Must Finish By Date
Constraining an Activity

Optimizing the Project Schedule

Analyzing Schedule Dates
Shortening a Project Schedule

Viewing the Project Workspace

Adding and Removing Portlets
Customizing the Project Workspace

Assigning Roles and Resources

Assigning a Role
Requesting Resources
Assigning Resources
Checking Resource Availability

Calendars

Defining Work Types
Editing a Project Calendar
Assigning a Calendar to an Activity

Baselining the Project Plan

Selecting a Baseline
Adding a Baseline

Executing the Project Plan

Describing Methods of Applying Progress
Using Progress Spotlight
Defining the Data Date
Applying Progress to Activities

Analyzing the Updated Project

Comparing Dates
Viewing Schedule Performance
Addressing Variances

Viewing Dashboards

Customizing Dashboards

Adding and Removing Dashboards

Viewing Portfolio Data