

Course 601 - Planning & Scheduling with Primavera Project Planner® (P3®)

Getting started with P3 through hands-on, basic training. Participants will gain a thorough background in the concepts of planning and scheduling while learning P3. This three-day course leads you through nine hands-on workshops that create and track an entire project to completion, using the three basic elements of project management: schedule, resources, and costs. Scheduling techniques will be covered.

Learning Outcomes:

- Create a project with activities and resources
- Calculate a schedule

Profession Development and Continuing Education Units:

- Earns 19.5 PDUs and 1.95 CEUs
- PMI Program Number - 601PPP

Prerequisite: A working knowledge of Windows™

Course Length: 3 days

At the completion of this course the student will be able to:

- 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 status data to update a schedule
- Perform schedule calculations · Store period performance
- Apply constraints to a schedule · Produce project output
- Customize the project layout

Course Outline:

Day One:

- Fundamentals of Project Management
- Establishing the Project & Coding Structures
- Defining Calendars
- Adding and Organizing Activities

Day Two:

- Relationships
- Scheduling
- Applying Constraints to a Schedule
- Customizing the Layout



Day Three:

- 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

