

## ORACLE PRIMAVERA EDUCATION SERIES

**Course Title:** P401 Introduction To Primavera SureTrak Project Manager  
**Course Level:** Basic (SureTrak Project Manager)  
**Course Duration:** 2 Days  
**Course Audience:** Program and project managers, planners and schedulers  
**Prerequisite(s):** project planning/management fundamentals (desirable)  
knowledge of Windows™

Professional Development and Continuing Education Units: Earns 13 PDUs and 1.3 CEUs  
PMI Program Number: STK401

### Course Summary

Delegates who have little or no experience of SureTrak Project Manager will benefit from this comprehensive overview of the product.

The course shows how to use SureTrak for project planning, scheduling, control and analysis. Tuition is reinforced with hands on workshops.

### Course Topics

At the completion of this course, delegates will be able to...

- create a project
- create and maintain calendars
- organize a project using activity codes
- add activities and relationships to a project
- perform schedule calculations
- apply constraints to reflect reality
- edit and modify activity information
- manage resources and costs
- track and record progress
- create and customise layouts
- use filters to select specific activities
- control printed output
- create project reports



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