#### **Primavera Essential Course Contents:**

#### 1. Overview

- Describe the Primavera modules
- Explain the difference between global and project-specific data
- Project Portfolio Management
- Defining the Enterprise Project Structure (EPS)
- Defining Organization Breakdown Structure (OBS)
- Defining the Project Structure under the EPS

#### 2. Navigating in the Project management module

- Login to the Project Management module
- Open an existing project
- Navigate the Home and Activities windows
- Open an existing layout
- Customize a layout
- Save a layout

#### 3. Managing Multiple Projects

- Describe the project structure
- View the project structure

#### 4. Creating a Project

- Create a project
- · Navigate the Projects window
- View and modify information on the Project Details tabs

#### 5. Creating a Work Break down Structure- WBS

- Define a WBS
- Create multiple levels of a WBS hierarchy
- Assign a responsible manager to a WBS element

#### 6. Activity Coding

- Differentiate between global and project activity codes
- · Add new activity codes and values

#### 7. Adding Activity

- Define an activity
- · Define activity types
- Add activities
- Add a notebook topic to an activity
- · Add steps to an activity
- Assign activity codes to activities
- Change a calendar assignment Global, Project, Resources

Continue .....

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#### 8. Maintaining the Project documents Library

- Describe the difference between a work product and a reference document
- · Link to a project document · Specify the location of the document file
- · Assign a project document to an activity

#### 9. Creating Relationship

- · Create a network logic diagram
- Differentiate between the four relationship types
- · Create relationships in the Activity Network
- · Create relationships in Activity Details

#### 10. Scheduling. Perform a forward and backward pass

- · Define float and its impact on a schedule
- · Calculate a schedule
- · Analyze the scheduling log report
- · Examine the options in Timescale

#### 11. Assigning Constraints

- · Apply an overall deadline to a project
- · Apply a constraint to an individual activity
- Add notebook topics to constrained activities
- Describe the available constraint types

#### 12. Formatting Schedule Data

- · Group activities according to a specific criteria
- Sort activities
- · Apply a filter
- · Create a filter

#### 13. Defining Resources

- Define resources
- · Identify the differences between labor, nonlabor and material resources
- Describe the steps for resource management
- · View the resource dictionary
- · setting Unit and Price

#### 14. Assigning Resources and Cost

- · Assign a primary resource
- · Assign resources to activities

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#### 15. Analyzing Resource and Cost

- · Display a resource usage profile
- · Format a resource usage profile
- · Display a cost profile
- · Format the timescale
- Display a resource usage spreadsheet
- Format columns to view project costs

#### 16. Optimizing the Project Plan

- Analyze schedule dates
- Shorten a project schedule
- Analyze resource availability
- Remove resource over allocation
- · Analyze project costs

#### 17. Baselining the Project Plan

- Create a baseline plan
- · Display baseline bars on the Gantt Chart
- Modify the bars on the Gantt Chart
- · Adjust the row height · Wrap text

#### 18. Executing the Project Plan

- · Describe several methods for updating the project schedule
- Reschedule the project

#### 19. Analyzing the Updated Project

- Assign a primary resource
- · Assign resources to activities
- Assign expenses to activities

#### 20. Reporting

- Describe reporting methods
- Run a schedule report
- Print a report
- · Create a cost report with the Report Wizard

#### 21. Creating Output

- Customize the appearance of headers and footers
- · Insert and format the curtain and text attachment tools
- Format the appearance of the data date

#### 22. Project Website

- Create and launch a Project Web Site
- Customize the appearance of a Project Web Site

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#### **Primavera Advance Course Contents:**

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#### 1. Creating resources and Roles

- · Describe resources and roles
- Describe resource security
- View the Resources window
- · Create a resource via New Resource wizard
- View Resource Details
- Assign resource codes
- Define resource rates
- Create a role
- · Add information in Roles dialog box
- · View the Roles window

#### 2. Assigning Cost Accounts

- Assign cost accounts to resource assignments
- Assign cost accounts to expenses

#### 3. Resource and Role Analysis

- · Analyze resource usage using Resource Usage Profile
- · Analyze resource usage using Resource Usage Spreadsheet
- · Compare staffed vs. unstaffed role allocation

#### 4. Resource Assignments window

- · Identify sections in the Resource Assignments window
- · Use the Resource Assignments window to view and edit resource allocation
- Select data to display in the Resource Usage Spreadsheet

#### 5. Manual Resource Allocation

- · Assign resource lag and duration to resource assignments
- View and assign resource curves to manually spread allocation

#### 6. Bucket Planning

- · View future period bucket planning
- · Edit future period buckets for a resource

#### 7. Levelling Resources

- Define resource levelling
- · Set resource levelling options
- Level a project to resolve resource conflicts
- · Analyze the effects of resource levelling
- Level based on activity and project priorities Course Objectives

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#### 8. Storing Period Performance

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- Display financial periods as columns
- · Store past period performance

#### 9. Resource Reporting

- · Describe reporting methods
- Run a resource report
- · Create a resource report with the Report wizard
- Create a report using the current layout
- 10. Risks, Issues, Thresholds, Global Change.

## Why Choose Us?

- >> PMP & Prince Certified Trainers / Consultants.
- >> Real-time experienced faculty from MNC.
- >> Faculties are from steel, mines, power, IT, etc.
- >> Certified Oracle Primavera training and Consulting.
- >> Years of experience in EPC, EPCM and MEP.
- >> Total Project Management Solutions.
- >> Oracle Primavera License holder with our own server.
- >> Accessing EPPM from our server.
- >> Specialized in one subject (ie; Project Planning).

- >> Primavera P6 15.2 EPPM /Web
- >> Primavera P6 PPM
- >> 60 days EPPM server access free
- >> SAP PS + MM briefing & EVM
- >> 1 year Support after course
- >> Classroom Based Training
- >> Live Online Primavera P6 Training
- >> On Site Training

Primavera can be delivered by the experts those who have real-time industry experience and can effortlessly make you understand the concepts of **What is project? & What is Primavera P6?** 

We also offer a range of Project Planning services through **Cloud service (SaaS) model**. We give an instantaneous support on scheduling as per the Client's requirement.

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