

Managing Projects in Primavera P6 Client

This course provides hands-on training for the Oracle Primavera client/server-based application, guiding participants through the entire project life cycle, from planning to execution. Students will create a project, build a work break down structure, add activities, create relationships, assign resources, analyze schedule dates and resource allocation, execute the project plan, and create reports.

Duration: 3 Days

Prerequisites: Knowledge of project management principles

Course Topics

Introduction to Project Management

Understand the project management lifecycle

Create a Project

Describe the Enterprise Project Structure
Understand the Organizational Breakdown Structure
Navigate in the projects window
Modify project information

Create a Work Breakdown Structure

Create multiple levels of the WBS hierarchy

Adding Activities

Understand Activity Types
Describe activity components
Add activities
Assign activity codes
Modify activity information

Create Relationships

View the network logic diagram
Describe relationship types
Create relationships

Scheduling

Describe the forward and backward pass
Understand Total Float
Calculate a schedule

Assigning Constraints

Apply Must Finish By Constraint
Describe activity level Constraints
Apply an activity level constraint

Formatting Schedule Data

Create layouts
Utilize grouping, sorting, and filtering

Resources

Understand resource types
Assign resources
Analyze and resolve resource over allocation

Optimize the Project Plan

Analyze schedule dates
Shorten the project plan
Analyze resources and cost

Baseline the Project Plan

Create a baseline plan
Assign the baseline to the project
Display baseline bars in the Gantt chart

Project Execution

Describe methods of applying progress
Utilize the progress spotlight
Understanding the Data Date
Update activity information

Reporting

Describe available reporting methods
Run a schedule report
Create a report using the report wizard
Create a report using the current layout
Create a graphic report
Format the Gantt chart for printing