



THE JK Michaels PRIMAVERA PROJECT (PLANNERP6)

Getting started with P6 through hands-on, basic training. Participants will gain a thorough background in the concepts of planning and scheduling while learning P6. 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

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

Course Format

Computer based workshops.

DURATION: 3 DAYS

Course Outline

Day One:

- Introduction
- Navigating
- Menus and Terminology
- Building Projects
- Activities

Day Two:

- Duration Types
- Resources and Roles
- Updating a Project
- Formatting Schedule Data

Day Three:

- Percent Complete Types and Weighted Steps
- Printing Layouts
- Reports
- Tips and Tricks
- Additional Lessons (some are covered if time permits)
- Converting Projects
- Additional Menu Commands in Primavera
- Transferring Data between Primavera and Microsoft Excel

Workshops

- Identify Activity Types

Course Fee:N150,000.