

Training Title

PRIMAVERA P6

Training Duration

5 days

Training Venue and Dates

Ref#					
PM014	PRIMAVERA P6	5	13 - 17 September 2020	\$4,500	Dubai, UAE

In any of the 5 star hotels. The exact venue will be informed once finalized.

Training Fees

- 4,500 US\$ per participant for Public Training includes Materials/Handouts, tea/coffee breaks, refreshments & Buffet Lunch.

Training Certificate

Define Management Consultancy & Training Certificate of course completion will be issued to all attendees.

TRAINING DESCRIPTION

This Primavera P6 Professional Fundamentals training leads Participants through the entire project life cycle, from planning to execution. Topics include adding activities, assigning resources, and creating a baseline.

Participants will explore the fundamentals of project management in P6. Students will create a project, build a work breakdown structure, add activities, create relationships, assign and analyze resources, analyze schedule dates and cost, and explore the project workspace and dashboards.

Participants will also learn how to customize the Personal Workspace and the Project Workspace to monitor project progress and communicate with team members.

The course is divided into five sections: Overview and Creating a Project; Scheduling the Project and Managing Data; Assigning Resources and Baselining; Project Execution and Control; and Project Closeout and Advanced Topics.

TRAINING OBJECTIVES

Participants will be able to: Create a project, add activities, Create WBS and relationships, assign resources, adjust the project plan to account for schedule delays and over allocated resources, and analyze portfolios. Participants also will learn how to customize the Personal Workspace and the Project Workspace to monitor project progress and communicate with team members. Enhanced risk management and project templates, analyze resources and

costs, analyze project performance, customize dashboards and the Project Workspace, View & Create reports

WHO SHOULD ATTEND?

- a) Project Managers, Project Engineers, Planning Engineers, Cost Engineers, Scheduling Engineers, Consultants. Project Coordinators and Supervisors without a university degree can also attend provided they have at least hands on experience of PCs.
- b) The participants can be from any branch of engineering like Civil, Mechanical, Electrical, IT, Chemical, Architecture etc.
- c) No prior knowledge of project management or planning software is required as we will be starting from the basics.

Note: Advanced Level will be covered in the 4 day course only if the participants do enough practice and become comfortable with the intermediate level.

TRAINING METHODOLOGY:

A highly interactive combination of lectures and discussion sessions will be managed to maximize the amount and quality of information and knowledge transfer. The sessions will start by raising the most relevant questions, and motivate everybody find the right answers. You will also be encouraged to raise your own questions and to share in the development of the right answers using your own analysis and experiences. Tests of multiple-choice type will be made available on daily basis to examine the effectiveness of delivering the course. Very useful Course Materials will be given.

- 30% Lectures
- 30% Workshops and work presentation
- 20% Group Work& Practical Exercises
- 20% Videos& General Discussions

DAILY OUTLINE

Foundation Level:

- Critical Path Method, ES, EF, LS,LF, Total Float, Free Float, use of Free Float in decision making
- Relationships: Predecessor, Successor, FS, SS, FF, SF
- Schedule Compression Techniques, Fast Tracking, Crashing
- Cost of Crashing

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- **Navigation: Title Bar, Menu Bar, Tool Bar, Status Bar, Module, Indentation, Select Button, details window, customization of layout**
- **Setup Initial Environment**
- **Enterprise Project Structure**
- **Create Projects/WBS**
- **Define Activity naming defaults and Create Activities**
- **Global Calendar**
- **Link multiple activities**
- **Lead/Lag**
- **Schedule Button**
- **Export/Import, Check Out/Check-In a Project**
- **Difference between Export and Check Out**

Intermediate Level

- **Activity Renumbering**
- **Group & Sort**
- **Multiple Types of Calendars: Global, Project and Activity**
- **Type of Activities (Task Dependent, Resource Dependent, Summary, Level of Effort, Milestone etc.)**
- **Dissolve an activity**
- **Creation and Use of Portfolios**
- **Organization Breakdown Structure**
- **Users**
- **Assign Users to OBS and OBS to EPS**
- **Difference between users and labor resources**
- **Activity Codes**
- **Project Codes**
- **User defined categories of activities, projects**
- **User defined filters**

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- Layouts

Advanced Level

- Reports
- Roles, Proficiency Levels
- Resources: Labor, Non Labor, Material
- Assignment of Roles and Resources to Activities
- Resource leveling
- Resource Smoothing
- Resource Cost Loading
- Resource curves
- Activity Steps
- Bar Graphs
- Log File: Hanging/Dangling Activities
- Earned Value Technique
- Percentage complete type
- Current data date
- Baseline & Status Update
- Define a new currency
- Change the default Currency
- Discussion of live examples/queries

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NOTE:

Pre & Post Tests will be conducted

Case Studies, Group Exercises, Group Discussions, Last Day Review & Assessments will be carried out.

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