

## 2016T/2016TN – Basic Turnaround Scheduling – P6

Course Level: Basic

Course Length: 2-day classes, or 3-night classes

Prerequisite: Primavera P6 Lite or 1 Year P6 User Experience

This Basic Turnaround Scheduling course is designed for individuals that have no Turnaround experience. Students will gain a thorough understanding of how to build schedules to meet the required needs of building a Turnaround schedule, with hands-on training in the Primavera P6 software. You will walk away with a good comprehension of how the process is broken down into individual components culminating into a resource loaded execution schedule.

### Course Topics

#### Section 01: Introduction to Turnarounds/Shutdowns

- Understanding Terminology and Process
- Schedule in Big Scheme
- Scheduling Values
- Understanding Primavera Structure

#### Section 02: Setting Up User Preferences

- Logging into Primavera
- User Preference Guide

#### Section 03: Basic Primavera Navigation

- Toolbars & Menus
- Understanding & Saving Layouts

#### Section 04: Creating a Project

- Utilizing the Project Wizard
- Understanding Project Details & Settings

#### Section 05: Work Breakdown Structure (WBS)

- Identifying Standard Turnaround WBS
- Creating a WBS
- Utilizing the WBS

#### Section 06: Calendars

- Understanding the calendar functionality
- Understanding Time Periods
- Creating new calendars

#### Section 07: Adding & Configuring Activities

- Using the Activity Wizard
- Identifying Activity Types
- Adding Activities
- Creating Job Templates
- Activity Relationships
- Understanding Lag & Constraints

#### Section 08: Scheduling Concepts

- Critical Path Method Scheduling
- Understanding Float & Critical Path
- Schedule Log Utilization

#### Section 09: Activity Codes

- Building Code with Structure
- Creating Activity Codes at Different Levels
- Methods for Assigning Codes

#### Section 10: Customizing the Project

- Understanding Group and Sort
- Understanding and Utilizing Filters
- Importing & Exporting Layouts
- Bars, Fonts, and Row Heights

#### Section 11: Creating & Assigning Resources

- Understanding Resources
- Creating Resource Pools
- Assigning Resources to Activities
- Viewing Resource Profiles

#### Section 12: Schedule Optimization

- Analyzing Schedule Dates
- Analyzing Critical Activities
- Analyzing Resource Allocations

#### Section 13: Maintaining & Assigning Baselines

- Understand Baselines
- Creating Baselines
- Utilizing Baselines

#### Section 14: Scheduling During Execution

- Creating Look-Aheads
- Updating Activities



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