

2009C/2009CN – Intro to Primavera Scheduling

Course Level: Entry

Course Length: 1-day class, or 2-night classes

Prerequisite: None

This Primavera P6 Lite scheduling course is designed for individuals that have no scheduling experience. Students will gain an understanding of how to navigate in Primavera P6, and utilize key functions required in the basic class. You will walk away with a good comprehension of how to build a WBS, tie logic, and schedule a project.

Course Topics

Section 01: Introduction to Primavera

- Basic navigation
- Toolbars in Default Display

Section 02: User Preferences

- How user preferences affect the project
- Setting user preferences

Section 03: Creating a Project

- Utilizing the Project Wizard
- Critical steps to know when beginning a project

Section 04: Calendars

- Understanding the Calendar Functionality
- Creating New Calendars

Section 05: Work Breakdown Structure (WBS)

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

Section 06: Schedule Development

- Activity & Relationship Types
- Duration & Percent Complete Types
- Adding Activities
- Creating Activity Relationships
- Understanding Lag

Section 07: Resources

- Creating Resources
- Managing Resources

Section 08: Customizing the project

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

Section 09: Scheduling the Project

- Understanding Forward & Backward Pass Calculations
- Understanding Float & Critical Path
- Float



100% VETERAN OWNED