

Primavera P3 Planning and Scheduling – 3 Day Course

Get started with P3 through hands-on, basic training. Participants will gain a thorough background in the concepts of planning and scheduling while learning P3. 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: schedules, resources and costs. Scheduling techniques will be covered.

Audience: New P3 users

Prerequisite: A working knowledge of Windows™

Course Outline:

Day One:

- Fundamentals of Project Management
- Establish project & coding structures
- Define Calendars
- Adding and organizing activities

Day Two:

- Relationships
- Scheduling
- Applying constraints to a schedule
- Customizing the layout

Day Three:

- Manage resources and costs
- Create the target plan
- Update the current schedule
- Producing effective output
- Define the project and coding structures
- Add and organize activity data
- Develop a project network with precedence relationships
- Perform schedule calculations
- Apply constraints to a schedule
- Customize the project layout
- Assign resources and costs to a project
- Create a target schedule
- Enter statusing data to update a schedule
- Store period performance data
- Produce project output

Workshops:

- Creating the activity codes dictionary
- Defining calendars
- Adding activities
- Adding relationships
- Calculating a schedule
- Applying constraints
- Modifying the activity table
- Defining resources and cost accounts
- Assigning resources and cost accounts
- Shortening the schedule
- Statusing your project

Exercises:

- Adding a project to a project group
- Developing the coding structure
- Adding the project code values
- Calculating a schedule by manually creating a target



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