

Introduction To Primavera SureTrak Project Manager Rel 3

天數: 2 天

學習內容

This course provides a comprehensive overview of SureTrak Project Manager for Windows. It examines how to use SureTrak for project planning, scheduling, control and analysis. Profession Development and Continuing Education Units:

Earns 13 PDUs and 1.3 CEUs

PMI Program Number - 401STK

Learn to:

Create a project with activities and resources

Calculate a schedule

Apply constraints to reflect reality

Manage resource and costs

Create and customize layouts

Add activities and relationships to a project

對象

Business Analysts

End Users

Functional Implementer

Project Manager

先修條件

建議先修條件

A working knowledge of Windows

Knowledge of the fundamentals of project scheduling

課程目標

Create a project

Set up calendars

Organize a project using activity codes

Add activities and relationships to a project

Perform schedule calculations

Apply constraints to reflect reality

Edit and modify activity information

Manage resource and costs

Track and record progress

Create and customize layouts

Use filters to select specific activities

Control printed output

Create project reports

課程大綱

Creating a Project

Setting up Calendars

Defining Activity Codes

Adding and Organizing Activities

Adding and Organizing Activities

Modifying the Schedule

Introduction to Resource and Costs

Assigning and Analyzing Resources

Tracking Progress

Customizing Layouts

Using Filters

Creating Reports

Formatting Printed Output

Hands On Workshop