



Your Partner for Success

## Primavera P6 Rel. 17 Professional - Fundamentals

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**Length:** 3 Days

**Format:** Instructor-Led, Classroom

**PDU**s 19.5

**Prerequisites:**

Fundamental project management training, an understanding of CPM scheduling concepts and knowledge of Windows™

### Summary

This basic training course covers navigation, functionality and workshops in the P6 scheduling tool.

Build the foundation for successful project management in P6 through hands-on, basic training.

Students will learn planning and scheduling with Primavera P6. Scheduling techniques and best practices will be also covered.

This 3-day course leads you through hands-on workshops that create and track an entire project to completion, using the three elements of project management: schedule, resource and costs.

### Who Should Attend

New Primavera P6 Users.

### Learn Outcomes

- Add a Project to the Project Structure
- Create a Work Breakdown Structure
- Add Reference Documents
- Add Activities
- Add Steps and Roles to Activities
- Create Relationships
- Schedule a Project
- Add Constraints
- Organize Activities
- Assign Resources and Costs to Activities
- Analyze Resource/Cost Usage
- Optimize the Schedule
- Create and Monitor Thresholds
- Status the Project
- Analyze the Stated Project

[Click here to view our class schedule.](#)

**Summit Training**

(281) 412-5565

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[www.summit-train.com](http://www.summit-train.com)





## Primavera P6 Rel. 17 Professional Fundamentals Page 2

### Course Outline

#### Day One

- Introduction to Primavera
- The Project Management Life Cycle
- Overview and Navigating
- Creating a Project
- Creating a Work Breakdown Structure
- Adding Activities
- Assigning Calendars

#### DAY TWO

- Creating Relationships
- Scheduling Techniques
- Constraints
- Grouping/Sorting/Layouts/Filters
- Understanding Roles & Resources
- Assigning Roles & Resources
- Optimizing the Project Plan

#### DAY THREE

- Baselining the Project Plan

- Importing and Exporting Data
- Methods of Applying Progress
- Executing the Project Plan
- Reflection Projects
- Analyzation
- Creating Reports
- Printing Output

#### WORKSHOPS

- Creating a Work Breakdown Structure
- Adding Activities
- Creating Relationships
- Scheduling
- Assigning Resources and Costs
- Analyzing Resources
- Project Execution and Control

#### Note

Please use the content in these outlines as a general guide as to the topics that will be taught. We cannot guarantee that all the topics listed in an outline will be covered during your particular class. Based on student need, your instructor may have to adjust the course content to suit your class, unexpected events, as well as the composition and skill level of the students in attendance. Course content is subject to change without notice.

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