Primavera P6 Fundamentals Rel 17

Understanding P6 Data

- Describing the Organizational Breakdown Structure
- Describing the Enterprise Project Structure

Creating a Project

- Viewing the EPS Page
- Modifying Project Information

Creating a Work Breakdown Structure

- Creating Multiple Levels

Adding Activities

- Describing Activity Types
- Viewing Activity Information
- Editing Activity Details
- Assigning Steps
- Assigning Codes

Using Activity Views

- Customizing a View
- Filtering Data
- Grouping and Sorting Data

Creating Relationships

- Viewing Relationship Types
- Creating Relationships in the Gantt Chart

Scheduling a Project

- Defining Key Terms
- Defining Total Float
- Describing Loops and Open Ends
- Calculating a Schedule

Assigning Constraints

- Applying a Must Finish By Date
- Constraining an Activity

Optimizing the Project Schedule

- Analyzing Schedule Dates
- Shortening a Project Schedule

Viewing the Project Workspace

- Adding and Removing Portlets
- Customizing the Project Workspace

Assigning Roles and Resources

- Assigning a Role
- Requesting Resources
- Assigning Resources
- Checking Resource Availability

Calendars

- Defining Work Types
- Editing a Project Calendar
- Assigning a Calendar to an Activity

Baselining the Project Plan

- Selecting a Baseline
- Adding a Baseline

Executing the Project Plan

- Describing Methods of Applying Progress
- Using Progress Spotlight
- Defining the Data Date
- Applying Progress to Activities

Analyzing the Updated Project

- Comparing Dates
- Viewing Schedule Performance
- Addressing Variances

Viewing Dashboards

- Customizing Dashboards
- Adding and Removing Dashboards
- Viewing Portfolio Data