

MS-Project 2019

2 days program

OFFICIAL PARTNER OF

Overview

This 2 days training is designed for individual who wants to acquire and/or formalize their knowledge in Project Management using Microsoft Project 2019

The participants will also be introduced with basic project management knowledge, particularly in the area of Scope, Cost, Schedule, and resource Management.

This training will provide participants from the basic to the advance features and capability of MS-Project 2019, so that they will get the most benefit in doing planning and managing their projects



Target Participants :

People who performs task in scheduling, cost controlling, resource management

Program Agenda

Day One

- Introduction to MS Project
- Task creation & scheduling
 - Creating WBS, and activities
 - Auto and Manual Scheduling
 - Working with base calendars, calendar exceptions
 - Defining recurring exceptions and work weeks
 - Creating task relationships
 - Using lag and lead times
 - Recurring tasks
 - Setting constraints
 - Defining the critical path

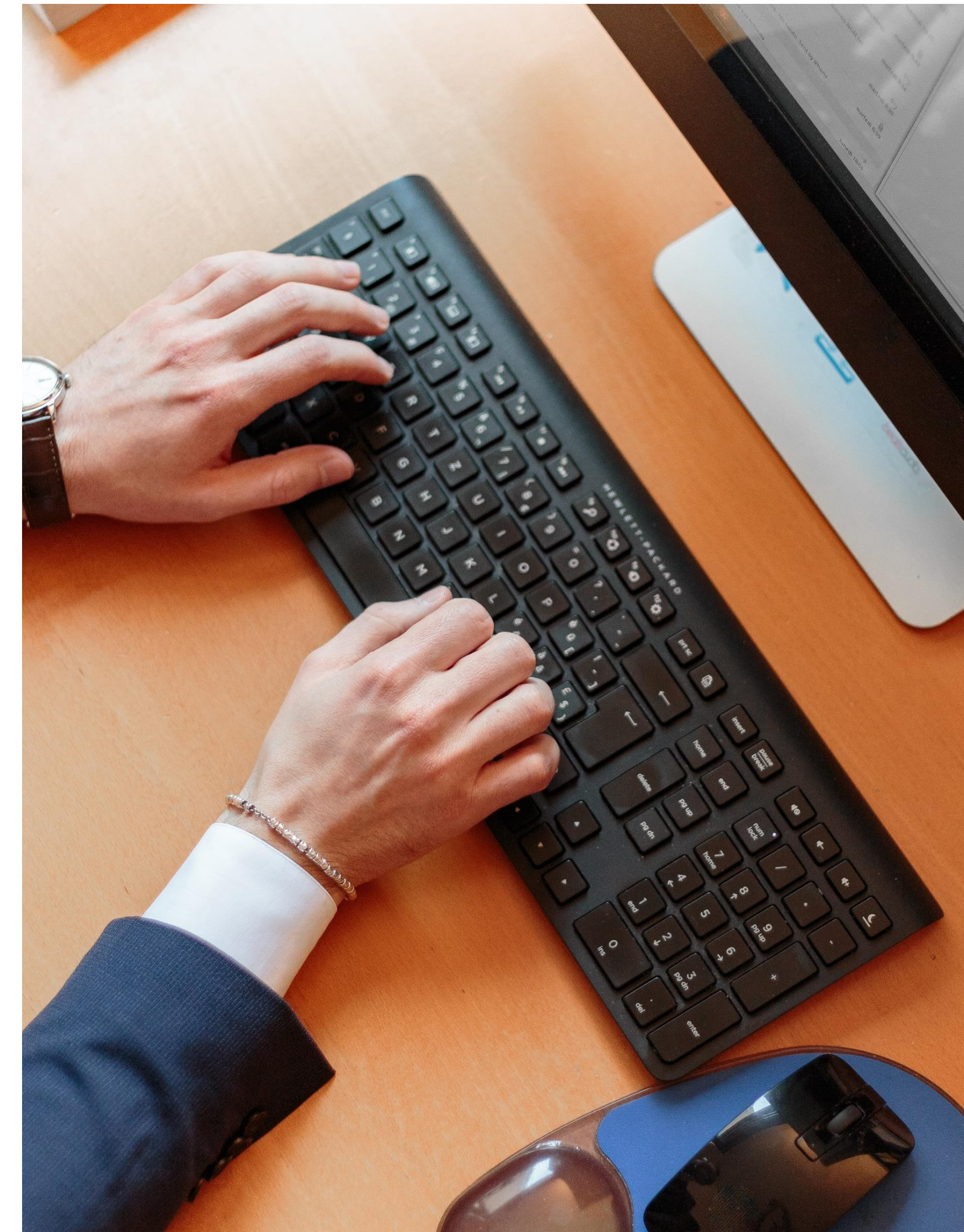
Day Two

- Working with Resources
 - Create Resource
 - Identify Work, Material, Cost Resource
 - Managing Resource Pool
- Working with Program
 - Consolidate several projects
 - Link between project in program
- Progress Monitoring & Controlling
 - Viewing the plan vs progress
 - Traffic Light Indicator Project Performance
- Project Reporting
 - Working with built-in reports
 - Creating S-Curve

Program Cost Structure

Training cost: IDR 4,500,000 (exclude VAT), includes:

- ✓ Training Module (Hardcopy & Softcopy)
- ✓ Microsoft Project : Step-by-step (Softcopy)
- ✓ PMBOK 6th Ed (Softcopy)
- ✓ Stationary
- ✓ Certificate of Attendance, endorsed by PMI Indonesia Chapter



contact us



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