

**Course Name:** Comprehensive Professional training on “Oracle's Primavera P6”

**Total Contract Hours:** 10 days, 20 Hours (2 hours each day)

### Course Outline:

#### ❖ Initiation

01. Download Primavera P6
02. Install Primavera P6
03. Install Blank database
04. Install Sample Loaded database
05. Install Existing database
06. Introduction to Oracle PM Solution
07. Primavera Data Structure
08. Introduction To Project Management
09. Details of Windows
10. Customize Toolbar
11. Admin Preference Setting
12. User Preference Setting
13. Create EPS & OBS

#### ❖ Planning

14. Create Project
15. Create and Assign Calendar
16. Create WBS
17. Create Activities
18. Activity Deletion
19. Activity Cut Copy Paste
20. Introduction of Layout
21. Layout\_Table Font & Rows
22. Layout\_Columns
23. Enter Activity Attributes
24. Fill Down (Ctrl+E)
25. Refresh Data (F5)
26. Layout\_Group & Sort
27. Layout\_Filter
28. Layout\_Timescale
29. Layout\_Bar Customization
30. Bar Chart Option
31. Layout\_Bottom Pane
32. Layout Export & Import
33. Assign Relation Layout
34. Assign Relation by Wizard

35. Assign Relation by Link Activities Command
36. Schedule (F9)
37. Move Activities in Bar Chart
38. Expand or shrink activities in bar chart
39. Assign Relation in Bar Chart
40. Dissolve Activity
41. Move Project
42. Critical Path & Float
43. Activity Network Diagram
44. Trace Logic
45. Assign Relation in Network Diagram
46. Renumber Activity ID
47. Project Constraints
48. Longest Path Vs Critical Path
49. Activity Constraints
50. Create Roles
51. Create Resources
52. Skill Matrix
53. Assign Roles to Resources
54. Assign Roles to Activities
55. Replace Role
56. Assign Resources to Activities
57. Create and Assign Expenses
58. Project Budget
59. Resource Assignment Window
60. Cash Flow/Periodical Fund Requirement
61. Resource Curve
62. Assignment Customization
63. Activity Usage Spreadsheet
64. Activity Usage Profile (S-Curve)
65. Role & Resource Usage Spreadsheet
66. Role & Resource Usage Profile (Histogram)
67. Stacked Histogram for Role & Resources
68. Resource Levelling
69. Project Baselining
70. Update Baseline
71. Convert Baseline to Project
72. Convert Another Project to Baseline
73. Reflection

❖ **Execution**

74. Progress Spotlight
75. Activity Lifecycle
76. Update Project Progress
77. Look Ahead Plans

❖ **Tracking and Monitoring**

78. Computing Schedule % Complete
79. Computing Performance % Complete
80. Activity % Complete
81. % Complete Type
82. Monitor Project Progress (Variance Analysis)
83. Earned Value
84. Earned Schedule
85. Activity Steps
86. Activity Steps Template
87. User Defined Fields
88. Indicators
89. Global Changes

❖ **Additional Topics**

01. Details of Activity Type
02. Details of Duration Type
03. Create and Assign WP & Docs
04. Create and Assign Code
05. Create Notebook
06. Time Scaled Logic Diagram
07. Schedule Comparison
08. Managing Multiple Projects
09. Export Project to XER
10. Export Project to XML
11. Export Project to MSP
12. Export Project to Spreadsheet (Excel)
13. Import Project From XER
14. Import Project From XML
15. Import Project From MSP
16. Import Project from Spreadsheet (Excel)
17. Print Project
18. Reporting