TENSIX
CONSULTING

Primavera P6 Professional Fundamentals Training Class

✔ **Get to know Primavera P6 Professional**

✔ **Learn how to create and manage a project**

✔ **Understand activities, relationships and constraints**

✔ **Build confidence interpreting data and creating reports**

✔ **Learn with an experienced and trusted training provider**

Course information

Learn the fundamentals of Primavera P6 Professional as used in engineering and construction in just 2 days.

P6 is typically used as a stand-alone and often mobile system in the construction and engineering industries, so we have created a course that bypasses the multi-user, enterprise functionality and teaches you what is needed to build and manage a robust construction/engineering schedule.

You'll leave the course with a solid understanding of how to use the software, as well as being able to confidently provide schedules and reports to clients in Primavera P6 Professional formats.

Our Primavera P6 Professional Fundamentals training has been developed with the help of construction industry professionals who use Primavera P6 in the field. The schedule data and techniques used in this class are based on real projects and real industry methods of working.

Who should take this course

This Primavera P6 Professional Fundamentals training course focuses on the needs of engineering and construction professionals.

Using Primavera P6 Contractor? No problem. The skills obtained in this class will map perfectly to this cut-down version of the Primavera P6 Professional software.

This course is for:

- Project managers
- Team leaders
- Other roles responsible for scheduling work, creating reports or supporting project work

What's included

- Two days of live instructor-led training
- Instruction manual
- Free access to our on-demand P6 video course

Don't worry about not being able to remember everything. You'll also get free access to our on-demand video course so you can refresh your knowledge whenever you need to.

Ways to take this course

You can join our Primavera P6 Fundamentals training online or in-person at one of our venues in Chantilly, Virginia.

We also offer this course at your own location. Do you have a team to train? If so, get in touch and find out when we can come to you.

Dates and Prices

Price: $995

Includes instructor-led live training during the course dates, course materials, free access to our on-demand video class.

Course Outline

Wondering what you'll learn? Here's the complete syllabus for the 2-day course.

Lesson 1: Introduction & Learning Objectives

- The Project Management Life cycle
- Initiating Process Group
- Planning Process Group
- Executing Process Group
- Monitoring and Controlling Process Group
- Closing Process Group

Lesson 2: Getting to know Primavera P6 Professional

- P6 user interface and navigation
- Customizing the P6 views and layouts

Lesson 3: The Enterprise Project Structure (EPS)

- Understanding the purpose of the Enterprise Project Structure
- Modifying the Enterprise Project Structure

Lesson 4: Project Creation

- Creating a new project
- Understanding the project status options
- Modifying project settings
- Creating and using project codes

Lesson 5: The Work Breakdown Structure (WBS)

- Preparation of a best-practice WBS
- Creating a WBS in P6
- Modifying the WBS elements

Lesson 6: Adding Activities

- Activities and their attributes
- Activity types and their importance in building a schedule
- Creating new activities
- Creating and assigning activity codes

Lesson 7: Relationships and Constraints

- Relationship types in P6
- Creating relationships
- Understanding the forward and backward pass and Critical Path Method (CPM)

- Applying constraints to activities
- Adjusting the duration and finish date of your project

Lesson 8: Formatting Project Data

- Modifying the grouping of project data
- Sorting data in a table
- Using filters to control the data displayed
- Modifying the appearance of the Gantt chart
- Modifying Timescales

Lesson 9: Resources & Costs

- Creating resources
- Pricing resources
- Assigning resources to activities
- Working with the Resource Usage Profile and analyzing resource assignments

Lesson 10: Resource Analysis

- Analysis overview
- Analyzing resource availability
- Mitigating resource overloads

Lesson 11: P6 Baselines

- Understanding the principles of Baselining P6 project schedules
- Creating and assigning baselines
- Displaying baseline data in the Table and Gantt chart
- Understanding variance

Lesson 12: Progressing the Project

- Understanding the P6 data date
- Updating activity progress information, actual dates and costs
- Using the Progress Spotlight feature
- Updating the project using the schedule feature
- Correcting issues in the schedule using Reflections for What-if analysis

Lesson 13: Reporting

- Running reports from a layout
- Creating and running reports using the reporting wizard
- Modifying existing reports

To learn more about this class, please contact Ten Six (703) 910-2600 or email us at training@tensix.com