

EPM 2007 Immersion

Important announcement from Dominic Moss; Director of Projectability: [Click Here to Read](#)

Project 2007 EPM Immersion

This course is designed to introduce users to the full range of functionality supported by Microsoft Office Project Server 2007 & Microsoft Project Professional 2007, the latest EPM solution from Microsoft.

Course Format:

This course uses a preconfigured instance of the EPM solution running on Microsoft Virtual PC. The course is designed to illustrate the full functionality of the solution and as a result attendees will adopt different roles when using Virtual PC. They will see information from the perspective of an Administrator, a high level manager, a project manager and a team member in order to appreciate how differing roles are invested with differing levels of information and functionality within the solution. The training covers all aspects of the project lifecycle from creating a project plan through to recording progress and analysing aspects of project performance.

Course Pricing:

Pricing - £800.00 per person attending this 4 day course, we recommend that a minimum of 2 people from your organisation attend this training. Ask us about discounts for larger groups. Prices exclude VAT at the prevailing rate.

Course Location:

Location - given the specialist nature of Project Server 2007 this course is typically delivered "in-house" - we can deliver this course using our own Image of the Project Server 2007 EPM solution to be run on Virtual PC.

Course Duration:

This course is intended to last 4 days but can be compressed into 3 days if required.

Pre-Requisites:

Attendees need some experience in using previous versions of Microsoft Project and should be Project Managers, Resource Managers or Portfolio Managers – users with an interest in more than just managing personal workload and inputs to projects. The client needs to provide computers capable of running Microsoft Virtual PC with a hard disk capacity of at least 30GB and memory of at least 2 Gigabytes in order to cope with the demands of the EPM instance.

Course Booking:

To book this course contact us on 01753 621200 or email us to register your interest

Course Content:

The EPM Solution

Overview of the EPM Solution and basic security concepts
Windows Authentication and Forms Authentication
Project Web Access Home Page navigation
Reminders
Project Workspaces
Project Centre
Project Views

Project Professional 2007

Opening and Editing a Project Plan in Microsoft Project 2007.
Saving data to the Server
Creating a new Template based Project
Enterprise Custom Fields
Saving to the "Draft Database";

Building a Schedule

Summary Tasks
Milestones
Links/Dependencies/Predecessors
Lag & Lead Options
Constraints, Deadlines, Task Calendars

Enterprise Components

Enterprise Global
Enterprise "Assets";
Calendars
Tables
Views
Filters
Grouping
Formats
Creating a new Enterprise Calendar
Custom Enterprise Fields

Look Up Tables

Server Queues

Local Project Cache
Force Check in of Enterprise Objects

Resource Centre

Resource Details
Resource Assignments
Resource Availability

Build Team from Enterprise Options

Filtering Resources

Grouping Resources

Implications of the RBS

Querying for Availability

Resource Types

Work Resources

Material Resources

Generic Resources

Cost Resources

Budget Resources

Team Resources

Adding Resources to your Team

Match and Replace Resources

Graph Resources

Resource Planning

Assigning Resources to Tasks

Resource Driven Scheduling

Task Types

Allocating Resources to Tasks

Resource Views and Reports

Publishing Project Plans

The “Published” Database

Workspace Creation

Programmes and Sub-Projects

Master Projects

Project Centre Programme Views

SharePoint Functionality

Document Libraries

Versions

Checked Out Documents

Linking Documents to Tasks etc

Risks

Issues

Deliverables

Alerts

Project Web Access

Project Centre

Project Centre Views

Project Views

Proposals

Activity Plans

Resource Plans

Administrative Time

Reporting

Reporting and AnalysisOLAP Cubes

SQL Server Reporting Services

Visual Reports in Project 2007

Updating Actual Progress

Task Updating in Project Web Access

My Tasks

My Timesheets

Recording Actuals

Submitting Timesheets

Self Assign Team Tasks

Timesheet Approval

Import Timesheet to Tasks

Submit Updates for Approval

Processing Updates

Previewing updates

Applying updates to the project

Re-scheduling assignments

Booking Details

To book this course contact us on 01753 621200 or email us to register your interest