

## **55107-Managing Projects with Project Server 2013**

### **Module 1: Understanding Projects and Project Management**

This module explains the basic elements of project and what is the common tasks to perform when managing a project

#### **Lessons**

- What is a Project?
- Determining Project Objectives
- The Project Triangle
- Optimize the Schedule
- Introduction to Project Web App

#### **Lab 1: Understanding Project Web App**

- Experience the Project Web App
- Experience the Project site

### **Module 2: Create a new Project**

This module explains how to create a new project with MS Project 2013 and publish it to Project site

#### **Lessons**

- Understand MS Project
- Define the Project Scope
- Create a Project

#### **Lab 1: Create a new project**

- Create a new project with MS Project 2013
- Editing Project Properties
- Editing Project Calendar
- Publish to Project Site

### **Module 3: Managing Project Task**

This module explains how to manage project tasks in the project. Also explain the considerations for creating work breakdown schedule (WBS)

#### **Lessons**

- Project Task
- Managing Project Task

### **Lab 1: Managing Project Resources**

- Creating tasks in MS Project
- Defining task properties
- Creating dependencies

### **Module 4: Managing Project Resources**

This module explains how to manage project resources in MS Project. This module also describe the concept of centralized resources pool with Project Server.

#### **Lessons**

- Create Enterprise resources
- Define Project resources
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### **Lab 1: Managing Project Resources**

- Create project specific resources
- Create centralized resources
- Estimating project cost

### **Module 5: Using Timesheet**

This module explains how to report project task status from project member prospective. This module also describe the configuration tasks for enabling timesheet

#### **Lessons**

- Understanding timesheet
- Configuring timesheet
- Completing timesheet

### **Lab 1: Using timesheet**

- Configuring timesheet
- Completing timesheet

### **Module 6: Managing Issues and Risks**

This module explains how to manage issue and risk with Project Site. This also explain the basis of project issues and risks.

#### **Lessons**

- Understanding Issue
- Understanding Risk
- Managing Issue and Risk in Project Site

### **Lab 1: Managing Issues and Risks**

- Managing Issue
- Managing Risk

### **Module 7: Project Reporting**

This module explains how to use project report and project site report to understand the project status.

#### **Lessons**

- Using Project Report
- Using Project Server Report
- Building Custom report with Excel

#### **Lab 1: Project Reporting**

- Using Project Report
- Using Project Server Report
- Building Custom Report with Excel