



PROJACS ACADEMY  
by egis



# Planning, Scheduling & Cost Control with Primavera – Certified Program

التخطيط والجدولة وضبط المشاريع باستخدام بريمافيرا -  
معتمد عالمياً

12 - 16 June 2023

Dubai / UAE

## Introduction

The objective of this training course is to introduce the participants to Primavera 6® software for successful project management. It examines how to use primavera for project planning, scheduling, and control. The course give background in the concept of project management processes & Scheduling techniques will be covered.

The Practical sessions will provide hands-on experience. Workshops create and track sample project from planning phase till controlling phase (updating).

## Objectives

- Learning Project Management basic concepts
- Learn using Primavera P6 for Project Management
- Creating Project Scheduling and Budget
- Manage Project Scheduling and Budget
- Control Project Scheduling and Budget
- Generate Reports for Management

## Who Should Attend?

Program Managers, Project Managers, and Planners/Schedulers who are or will be involved in the areas of engineering, production, construction, information technology. Primavera 6® will give them very strong and successful tool for planning and managing their projects.

## Course Outline

### Day One

- Introduction to Primavera
- Project Management life cycle
- Network planning
  - Critical path method (CPM)
  - Schedule calculations
- Navigation
- Setting up the Enterprise Project Structure (EPS)
- Setting up the Organizational breakdown Structure (OBS)
- Creating a new Project
- Work breakdown structure (WBS)
  - Creating WBS Hierarchy
  - Adding WBS Elements and Assigning Properties

### Day Two

- Working with Activities
  - Activity Types
  - Adding Activities
  - Establishing Relationships
  - Project Scheduling
- Constraints Types
- Working with Calendars
  - Working with Calendars (Global, Project)
  - Create new project Calendars
- Establishing Activity Codes
  - Creating Activity Codes and Values
  - Assigning Codes to activities

### Day Three

- Maintaining a Project's Document Library
  - Adding/Deleting Work Products And Documents
  - Assigning Work Products and Documents To Activities
- Working with Layouts
  - Creating, Opening, and Saving Layouts
- Grouping, Sorting Data
- Filtering Data
- Customizing Layouts

- Modifying Columns, Adjusting the Timescale, Formatting Gantt Charts
- Produce bar chart reports
- Produce schedule reports

#### **Day Four**

- Defining Resources and Roles
  - Resources Overview
  - Viewing and Adding Resources
- Working with Cost Accounts and Project Expenses
  - Setting Up a Cost Account Structure
  - Adding Expenses and Entering Cost Information
- Analyzing Resources and Costs
- Producing Resource Usage Profile
- Producing Resource Usage spreadsheet

#### **Day Five**

- Updating process
- Managing Baselines
  - Creating and Maintaining Baselines
  - Assigning Baselines to Projects
- Updating
  - Choosing a Method of Updating
  - Record project progress
- Scheduling Projects
- Current vs. Baseline comparison report

## Training Method

- Pre-assessment
- Live group instruction
- Use of real-world examples, case studies and exercises
- Interactive participation and discussion
- Power point presentation, LCD and flip chart
- Group activities and tests
- Each participant receives a binder containing a copy of the presentation slides and handouts
- Post-assessment

## Program Support

This program is supported by interactive discussions, role-play, case studies and highlight the techniques available to the participants.

## Schedule

The course agenda will be as follows:

- |                     |                  |
|---------------------|------------------|
| • Technical Session | 08.30-10.00 am   |
| • Coffee Break      | 10.00-10.15 am   |
| • Technical Session | 10.15-12.15 noon |
| • Coffee Break      | 12.15-12.45 pm   |
| • Technical Session | 12.45-02.30 pm   |
| • Course Ends       | 02.30 pm         |

## Course Fees\*

- **3,200 USD**  
*\*VAT is Excluded If Applicable*

## المقدمة

الهدف من هذه الدورة التدريبية هو تعريف المشاركين على برنامج بريمافيرا ® ٦ لإدارة المشروع بنجاح. فإنه يفحص كيفية استخدام بريمافيرا لتخطيط المشاريع وجدولتها، والسيطرة عليها. وبطبيعة الحال سوف تكون مشمولة في إعطاء خلفية مفهوم عمليات إدارة المشاريع وتقنيات الجدولة.

وسوف تقدم دورات عملية في التدريب العملي على الخبرة. ورشه العمل هذه تعمل على خلق مسار المشروع عينة من مرحلة التخطيط حتى مرحلة السيطرة.

## الأهداف

- تعلم المفاهيم الأساسية لإدارة المشاريع
- تعلم استخدام Primavera P6 لإدارة المشاريع
- إنشاء جدول المشروع والميزانية
- إدارة جدول المشروع والميزانية
- مراقبة جدول المشروع والميزانية
- إنشاء تقارير للإدارة

## الحضور

- مدراء البرامج ومدراء المشاريع والمخططين
- المجدولون الذين سيشاركون في مجالات الهندسة والانتاج والبناء وتكنولوجيا المعلومات.