Nevoda Planet

Administration in Primavera P6 and P6 Web Access

Length: 1 Day   PDUs: 6.5   CEUs: 0.65

Prerequisites: Project Management in Primavera P6. Project Management P6 Web Access

Synopsis

 Learn to use Primavera P6 to complete a wide variety of administrative functions, including how to create users who will access the application and assign their security privileges. You also will learn how to create enterprise data, such as project codes, cost accounts, and financial periods.

 The course also covers administration topics in P6 Web Access, including User Interface views and calculated user-defined fields

Audience:

- Project Managers
- Business Analysts
- End Users
- Functional Implementer

Course Objectives

- Creating Calendars
- Defining Project Codes
- Defining Activity Codes
- Defining Resource Codes
- Managing User Access
- Summarizing Data and Job Services
- Defining Financial Periods
- Defining Cost Accounts
- Managing Web Administration

Course Topics

Creating Calendars

- Defining Worktime
- Creating a Project Calendar

Defining Project Codes

- Creating Values
- Assigning Weights
- Designating a Secure Code
- Assigning Codes

Defining Resource Codes

- Creating Values
- Assigning Codes

Defining Activity Codes

- Creating Values
- Designating a Secure Code
- Assigning Values

Defining User Access

- Establishing Security
- Defining the Organizational Breakdown Structure
- Establishing Security Profiles
- Creating a User

Summarizing Project Data and Job Services

- Viewing Summarizer Details
- Summarizing Data
- Defining Job Service Options

Defining Financial Periods

- Creating Financial Periods
- Displaying Financial Periods
- Storing Past Period Performance

Defining Cost Accounts

- Viewing the Cost Accounts Dictionary
- Assigning Cost Accounts to Activities
- Assigning Cost Accounts to Expenses

Managing Web Administration

- Managing User Interface Views
- Creating a Calculated User-Defined Field
- Creating Issue Codes
- Creating Issue Forms

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11211 Katy Freeway
Suite 270
Houston, TX 77079
972.698.6982 or 888.805.4079
www.nevoda.com

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