

MS Project Server 2007 for Configuration Administrators – 2 days

(Prerequisite: MS Project Server for Project Managers 2 days)

The goal of this 2 day, instructor-led course is to provide system administrators the knowledge and skills necessary to effectively manage Project Server's day-to-day implementation. Except for installation, this course covers everything you need to know about configuring and managing Project Server. (14 PDU classroom hours)

Course Topics**Overview to Project Server 2007**

- What is Enterprise Project Management (EPM)?
- Project Server 2007 Architecture
- Software Requirements

Configuring the Environment

Customizing Enterprise Data

- Enterprise Calendars
- Custom Enterprise Fields
- Customize Enterprise Global
- Custom Enterprise Templates

Time and Task Management

- Close Tasks to Update
- Project Fields for managing Task Assignments
- Modifying the Task Page
- Review Accepted Updates
- Timesheet Settings and Defaults
- Administrative Time Settings
- Timesheet Classifications
- Timesheet Periods
- Fiscal Time Periods

Security Model

- Project Web Access Permissions
- Overview to Groups and Categories
- Managing User Accounts
- Adding Resources from Project Web Access
- Adding Resources from Project Professional
- Setting up Team Resources
- Inactivating a Resource
- Import Resources to the Enterprise

Operational Policies

- Notifications and Reminders
- Additional Server Settings
- Server Side Event Handling
- Manage Workspaces
- Project Workspace Provisioning Settings
- Creating a Custom Workspace Template

Managing the Queue

- Queue Settings

Database Administration

- Delete Enterprise Objects
- Administrative Backups
- Administrative Restore

Customizing Appearance & Reporting

Look and Feel of the Project Web Access

- Adding Tabs for Navigation
- Adding Web Parts
- Manage Views

Cube Data for Reporting

- Cube Build Settings
- Cube Configuration
- Cube Build Status

Defining Data Analysis Views