

MS Project Server 2007 for Resource Managers and Executives – ½ day

The goal of this half day, instructor-led course is to provide executives and resource managers with the knowledge and skills necessary to effectively to view project reporting data and analyze resource workloads in the project server environment. (3 PDU classroom hours)

Course Topics**Using Project Web Access 2007**

- The Office Project Server 2007 Environment
- Accessing Project Server using PWA
- Viewing Projects on the Server
- Creating Project Proposals
- Viewing Resources on the Server
- Creating Resource Plans

Viewing Project Server Data

- Overview to digital dashboard indicators
- Sorting, Grouping and Filtering
- Using Data Analysis views
- Analyzing Project variances
- Analyzing Resource workloads and availability
- Printing and Exporting data

Working in the Project Workspace

- Accessing the Project Workspace
- View Project Issues
- View Project Risks
- Viewing Project Deliverables
- Viewing Project Documents