

Muhammed Umer's Professional Profile

- BEng (Hons) Computing (UK)
- ITIL certified
- PMI-ACP, PMI-SP, PMI-PMP certified.
- **Oracle Primavera P6 Specialist. 250+ training conducted**

Primavera Clients in Qatar

Qatar Gas	Qatar Petroleum	Total Petroleum
Shell	QVDC	Milaha
AMBB	Boston Construction	DCB and more
Itemad	Descon Qatar	Al Jazeera TV

Clients in Pakistan

Habib Rafique	Descon	Engro Polymer
Engro Powergen	NUST	Telenor
KSB Pumps	Top City	UET Lahore
UET Sargodha	Lahore Development Authority	SNGPL
United Nations	Pak Army	CPEC
DTCE	Salik foundation	Renewable Resources
NTDC	CPPA and many more	

Projects completed using Primavera in Qatar and Pakistan:

- Hotel Pearl Continental Pakistan
- 4-star hotel in Qatar project

- FIFA Qatar World cup projects
- Qatar Petroleum various projects
- Road projects
- Multiple projects in Pakistan

Primavera Training Course Outline

Course codes: P102 (Basic) & P106 (Advanced)

1. Project Management Life Cycle

Review the relationship between Primavera and Project Management Life Cycle

Understand the process groups in the Project Management Lifecycle

2. Data, Navigating, and Layouts

Understand project-specific and enterprise-specific data

Navigate into different windows and understand software layout

Customize a layout, open and save existing layout

3. Enterprise Project Structure (EPS)

Describe the components that comprise EPS

Create EPS

View EPS

4. Creating a Project

Create a project

Navigate in the Projects window

View and modify information in Project Details

19. Using Codes

Understand Codes

Create a Project, Activity and Resource Code

Assign a Code to a Project, Activity or Resource

Use a Code in a Filter or Group

20. Maintaining the Project Documents Library

Describe the difference between a reference document and work product

Create a Document Record

Link the document record to a document file

Assign the project document to an activity or WBS

21. Importing and Exporting Data

Importing and Exporting Project Data

Using the Import and Export Wizard

22. Formatting and Printing

Formatting Gantt Chart, Project, WBS, Tracking and Activity Layout

Printing Profiles, Spreadsheets, Network Diagram, Tables and Gantt Charts

5. Creating a Work Breakdown Structure (WBS)

Define a Work Breakdown Structure and its different uses

Create multiple levels of a WBS

6. Adding Activities

Add an activity

Describe different Activity Types

Describe different Activity Duration Types and their usage

Add Steps and Step Template to an activity

Link Steps progress to Activities

View and modify information in Activity Details

7. Creating Relationships

Differentiate between the four activity relationship types.

Define effects of creating relationships on the activities.

Define different ways of creating relationships.

View the network logic diagram.

8. Scheduling

Describe types of Critical Paths and Floats, and their impacts on schedule

Identify loops and open ends

Calculate a schedule

Configuring Optimal printing settings

23. Creating Calendars

Understand Calendars

Creating and modifying a Calendar

Assigning a Calendar to Projects, Resources and Activities

Analysing effect of assigning a Calendar

24. Advanced Scheduling

Understand Critical, Near-Critical and Critical Chain Activities

Calculate Multiple Float Paths

Total Float Calculation Methods

25. Using Earned Value Analysis

Understand important Earned Value Management (EVM) formulas

Display Earned Value information and graphs

26. Project Website

Create, customize and launch a Project Website

Publish Project layouts as HTML pages

27. Tracking Layout

Understand the Tracking Layout

Customize the Tracking Layout

Compare WBSs or Projects

Analyse Projects Cost and Resources Units

Forecast Schedule

Analyse the scheduling log report

9. Assigning Constraints

Apply a deadline to a project

Apply a constraint to an individual activity

Describe the available constraint types

10. Formatting Schedule Data

Group activities according to a specific criteria

Sort activities

Create and apply a filter.

Understand look-ahead filter

11. Resources

Describe roles

View the roles dictionary

Describe labour, non-labour and material resources.

View the resource dictionary and understand resource properties.

12. Roles

Create Roles

Assign roles to an activity

Assign rates on roles

13. Assigning Resources and Costs

Assign labour, non-labour, and material resources to activities

Different methods to adjust Budgeted Units/Time of a resource

28. Risk, Issues & Thresholds

Add Risk to a Project

Analyse the probability and impact of a risk

Create an Issue

Define Threshold values

Monitor Threshold and Issues

29. Claim Digger (Schedule Comparison)

Configure Claim Digger Options

Compare projects with Claim Digger

30. User Access

Create a New Primavera User

Define User Security Profiles

Apply a Security Profile to a user

31. Global Changes

Define Global Change Parameters

Apply a Global Change to a Project

32. Portfolios

Create a Project portfolio

View and open a project from a project portfolio

33. Admin Preferences, Categories

Understand, Configure Admin Preferences

Modify or Create New Admin Categories

34. Top-Down Estimation

Estimate WBS or Resource Activity

Assign expenses to activities

14. Analyzing Resources

Display the Resource Usage Profile and Spreadsheet

Customize the Profile and Spreadsheet

Analyse resource utilization and over-allocation.

15. Optimizing the Project Plan

Analyse schedule dates

Learn techniques to shorten a project schedule

Analyse resource utilization.

Define and perform resource levelling and resource smoothing

Analyse project costs, reduce project costs

16. Baselineing the Project Plan

Create a project baseline

Display baseline bars on the Gantt Chart

Modify the bars on the Gantt Chart

17. Project Execution and Control

Understand different methods of updating project schedule

Status activities

Suspend and resume activity

Reschedule the project and determine variances in costs, units and schedule

18. Reporting Performance

Use Estimation Method

View, Apply Estimation History

35. Storing Period Performance

Store Past Project Period Performance

View Past Project Period Performance

36. Activity/Resource Usage Profile and Spreadsheet

Display S-Curves, Histogram in Profile

Display Activity, Cost and Unit Period Data in Spreadsheet

37. Tips and tricks for creating, modifying, analyzing, updating and reporting on projects.

38. Question & Answer Session / Case Studies

Describe reporting methods

Create a report category

Create a report with the Report wizard

Modify report layout.

Create a report using the current layout

Print Profile, Spreadsheet, Gantt Chart,
Network Diagram, WBS,

Project, Tracking and Activity Table

Training Fee

Rs 45,000

MIT ACADEMY