Training Course on Primavera P6 Professional Project Management

Professional Development Training Course Outline

Category	Project Management	**Duration**	10 Days
Base Fee	$3,000 USD	**Delivery Mode**	Online / On-site Hybrid

Course Introduction

This intensive **Primavera P6 Professional Project Management training course** equips professionals with the essential skills to effectively plan, schedule, and control complex projects across various industries. Mastering **Primavera P6 software** is a critical advantage in today's competitive project landscape, enabling organizations to optimize resource allocation, track progress accurately, and ensure timely project delivery within budget. This comprehensive program delves into the core functionalities of Primavera P6, empowering participants to leverage its advanced features for enhanced project success and contribute significantly to organizational efficiency and profitability.

By focusing on practical application and real-world scenarios, this **project management training** provides a deep understanding of **critical path method (CPM)** scheduling, resource leveling, baseline management, and performance reporting within the Primavera P6 environment. Participants will gain hands-on experience in creating and managing project schedules, assigning resources, tracking costs, and generating insightful reports, ultimately leading to improved project governance and stakeholder satisfaction. This course is designed to elevate project management capabilities and foster a proactive approach to project execution and control.

Programme Curriculum

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Course Duration

10 days

Course Objectives

Upon completion of this Primavera P6 Professional Project Management training, participants will be able to:

1. Master Primavera P6 interface and navigate its key features efficiently.
2. Create project schedules with detailed activities, durations, and logic.
3. Develop Work Breakdown Structures (WBS) for effective project scope management.
4. Define and assign project resources (labor, materials, equipment) accurately.
5. Establish and manage project calendars to reflect working and non-working time.
6. Create and analyze project relationships and dependencies between activities.
7. Apply scheduling techniques including forward and backward pass calculations.
8. Identify the critical path and understand its impact on project completion.
9. Implement resource leveling techniques to optimize resource utilization.
10. Develop and utilize project baselines for performance measurement.
11. Track project progress and update schedules effectively.
12. Generate comprehensive project reports for stakeholders.
13. Apply earned value management (EVM) principles within Primavera P6.

Organizational Benefits

Implementing Primavera P6 Professional and investing in this training will yield significant benefits for organizations:

- **Improved Project Planning and Scheduling:** Standardized and detailed project plans lead to better predictability and reduced delays.
- **Enhanced Resource Management:** Optimized allocation and utilization of resources minimize costs and prevent overallocation.
- **Better Cost Control:** Accurate cost tracking and forecasting enable proactive budget management.
- **Effective Risk Management:** Early identification and analysis of risks allow for timely mitigation strategies.
- **Enhanced Communication and Collaboration:** Real-time data and reporting facilitate better communication among project teams and stakeholders.
- **Increased Project Success Rates:** Comprehensive planning and control contribute to higher on-time and within-budget project delivery.

- **Data-Driven Decision Making:** Access to accurate project data enables informed strategic decisions.
- **Improved Portfolio Management:** Better visibility across multiple projects allows for effective portfolio prioritization and resource allocation.
- **Standardized Project Management Practices:** Consistent use of Primavera P6 promotes best practices across the organization.
- **Enhanced Stakeholder Satisfaction:** Improved project performance and transparent reporting lead to greater stakeholder confidence.

Target Audience

This Primavera P6 Professional Project Management training is ideal for:

1. Project Managers
2. Project Planners and Schedulers
3. Project Controllers
4. Program Managers.
5. Portfolio Managers
6. Construction Managers and Engineers
7. IT Project Managers.
8. Business Analysts.

Course Outline

Module 1: Introduction to Primavera P6 Professional

- Overview of Primavera P6 Professional and its benefits.
- Navigating the Primavera P6 interface and key components.
- Understanding Enterprise Project Structure (EPS) and Organizational Breakdown Structure (OBS).
- Setting user preferences and customizing the environment.
- Exploring different views and layouts within Primavera P6.

Module 2: Creating a Project

- Defining project characteristics and setting up a new project.
- Navigating the Projects window and understanding project details.
- Utilizing project codes and user-defined fields.
- Assigning project calendars and defining working hours.
- Understanding funding sources and project priorities.

Module 3: Developing the Work Breakdown Structure (WBS)

- Understanding the principles and importance of a WBS.
- Creating and structuring the WBS hierarchy.
- Defining WBS elements and their attributes.
- Organizing project scope using the WBS.
- Using WBS codes for effective project tracking.

Module 4: Adding Activities

- Defining project activities and their components.
- Understanding different activity types (task-dependent, resource-dependent, etc.).
- Adding activities, descriptions, and notebook topics.

- Assigning activity codes for categorization and filtering.
- Defining activity durations and units.

Module 5: Creating Relationships

- Understanding different types of activity relationships (FS, SS, FF, SF).
- Creating and modifying relationships between activities.
- Viewing the network logic diagram.
- Identifying predecessor and successor activities.
- Applying lags and leads to activity relationships.

Module 6: Scheduling the Project

- Performing forward and backward pass calculations.
- Understanding and analyzing float (total, free, interfering).
- Identifying the critical path and critical activities.
- Applying schedule constraints and deadlines.
- Analyzing the impact of relationships and constraints on the schedule.

Module 7: Managing Calendars

- Understanding project, resource, and activity calendars.
- Creating and modifying calendars (workdays, holidays, exceptions).
- Assigning calendars to activities and resources.
- Analyzing the impact of calendars on activity durations.
- Troubleshooting calendar conflicts.

Module 8: Defining and Assigning Resources

- Defining different resource types (labor, non-labor, material).
- Creating and managing the resource pool.
- Assigning resources to project activities.
- Adjusting budgeted units and costs for resources.
- Understanding resource availability and allocation.

Module 9: Analyzing Resources

- Displaying the Resource Usage Profile and Spreadsheet.
- Analyzing resource allocation and identifying overallocations.
- Using resource codes and cost accounts.
- Generating resource usage reports and histograms.
- Understanding resource availability curves.

Module 10: Optimizing the Project Plan (Resource Leveling)

- Understanding the concept of resource leveling.
- Applying resource leveling techniques to resolve overallocations.
- Setting leveling options and priorities.
- Analyzing the impact of leveling on the project schedule.
- Manual resource allocation and adjustments.

Module 11: Baselining the Project Plan

- Understanding the purpose of a project baseline.

- Creating and saving a project baseline.
- Displaying baseline bars on the Gantt chart.
- Assigning primary and secondary baselines.
- Updating the baseline to reflect approved changes.

Module 12: Project Execution and Control

- Methods for updating the project schedule.
- Using progress spotlight and statusing activities.
- Entering actual start and finish dates, and percent complete.
- Rescheduling the project based on actual progress.
- Managing changes and their impact on the schedule and baseline.

Module 13: Reporting Project Performance

- Understanding different reporting methods in Primavera P6.
- Running standard schedule and resource reports.
- Creating custom reports using the Report Wizard.
- Formatting and distributing reports.
- Exporting report data to various formats (PDF, Excel).

Module 14: Earned Value Management (EVM)

- Understanding key EVM concepts (PV, EV, AC).
- Setting up EVM parameters in Primavera P6.
- Calculating EVM metrics (CPI, SPI, EAC, ETC).
- Analyzing project performance using EVM reports and charts.
- Using EVM for forecasting project completion and costs.

Module 15: Portfolio Management (Introduction)

- Understanding the concept of project portfolios.
- Navigating the Portfolio window in Primavera P6.
- Grouping and filtering projects within a portfolio.
- Analyzing portfolio-level resource allocation.
- Generating portfolio-level reports.

Training Methodology

This Primavera P6 Professional Project Management training course employs a blended learning approach that combines:

- **Interactive Lectures:** Engaging presentations covering theoretical concepts and software functionalities.
- **Live Demonstrations:** Step-by-step demonstrations of Primavera P6 features and workflows.
- **Hands-on Exercises:** Practical exercises and case studies to reinforce learning and build skills.
- **Q&A Sessions:** Opportunities for participants to ask questions and clarify doubts.
- **Real-World Scenarios:** Application of Primavera P6 to realistic project management situations.
- **Group Discussions:** Collaborative learning and sharing of experiences.
- **Software Simulations:** Simulated project environments for practical application.

Register as a group from 3 participants for a Discount

Send us an email: info@fineskilltrainingcenter.org or call *+254769199797*

Certification

Upon successful completion of this training, participants will be issued with a globally- recognized certificate.

Tailor-Made Course

We also offer tailor-made courses based on your needs.

Key Notes

a. The participant must be conversant with English.

Upcoming Scheduled Sessions

Start Date	End Date	Location	Price
23 Nov 2026	04 Dec 2026	Online	$2,000
23 Nov 2026	04 Dec 2026	Physical	$3,000
23 Nov 2026	04 Dec 2026	Physical	$6,000
23 Nov 2026	04 Dec 2026	Physical	$6,000
23 Nov 2026	04 Dec 2026	Physical	$12,000
23 Nov 2026	04 Dec 2026	Physical	$9,000
23 Nov 2026	04 Dec 2026	Physical	$12,000
23 Nov 2026	04 Dec 2026	Physical	$12,000

Ready to enroll or request a customized program? Book online or contact us:

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