

PLANNING AND CONTROL USING MICROSOFT® PROJECT

AND PMBOK® GUIDE THIRD EDITION

A user guide and training manual written for Project Management Professionals in any industry who wish to learn or improve their Planning and Control skills using Microsoft® Project in conjunction with the PMBOK® Guide Third Edition and discover how to get the most out of the software up to an intermediate level.



This book has been written using Microsoft® Project 2003 but may be used with Microsoft® Project 2002 and 2000 and the differences in the versions are outlined in the book.

PAUL E. HARRIS

Microsoft Pmbok Guide

Paul Eastwood Harris



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Harris,2019-02-15 This book is principally a Microsoft Project book aimed at Project Management Professionals who understand the PMBOK Guide Sixth Edition processes and wish to learn how to use Microsoft Office Project 2013 2016 or 2019 to plan and control their projects in a PMBOK Guide environment and discover how to gain the most from the software The book is designed for users Microsoft Project 2013 2016 or 2019 to upgrade their skills and for new planners to learn the software It starts with the basics required to create a schedule through resource planning and on to more advanced features There is also a new chapter which introduces the Microsoft Project Server functions A Microsoft Project user guide and training manual written for Project Management Professionals following the PMBOK Guide Sixth Edition who wish to learn how to schedule projects in a single project environment with or without Resources with Microsoft Project The book is packed with screen shots constructive tips and is suitable as a training course handout for learning the software or as a reference book The book contains workshops with solutions at the end of each chapter for the reader to practice the skills taught in the chapter Primarily a Microsoft Project book it has been written for people learning to use Microsoft Project in a project environment applying the PMBOK R Guide Sixth Edition processes It aims to teach readers how to plan and control projects created within the software package and stays focused on explaining how to use Microsoft Project to schedule projects by Explaining which PMBOK Guide processes the software will support and which it will not support Concentrating on the core functions required to plan a project Presents workable solutions to real day to day planning and scheduling problems and contains practical advice on how to set up the software Explains some of the important difference between Microsoft Project and other scheduling software Explains some of the more difficult calculations often omitted in other books Includes exercises to reinforce the learning outcomes a large number of screen dumps numerous tips a detailed index and command list at the start of each chapter as a quick reference It has a chapter dedicated to the new functions available in Microsoft Project 2010 About the Author Paul Harris holds an Honours Degree in Civil Engineering obtained in the UK and is a Certified Cost Engineer through AACEI International a PRINCE2 Registered Practitioner an Approved PRINCE2 Trainer and a Managing Successful Programmes Registered Practitioner He has worked in the project controls industry for a number

of years and has assisted many companies in a range of industries to set up and run project controls systems His Melbourne Australia based company Eastwood Harris Pty Ltd offers project controls consulting and training services worldwide with a strong focus on Microsoft Project and Primavera software Using Microsoft Office Project 2003 Tim Pyron,2004 By covering this project management tool this work offers the reader an understanding of the features functions and best practices of project management Planning and Control Using Microsoft Project 2013 Or 2016 and PMBOK Guide Fifth Edition Paul E. Harris,2016-04-20 This book is principally a Microsoft Project book aimed at Project Management Professionals who understand the PMBOK Guide Fifth Edition processes and wish to learn how to use Microsoft Office Project 2013 or 2016 to plan and control their projects in a PMBK Guide environment and discover how to gain the most from the software The book is designed for users Microsoft Project 2013 or 2016 to upgrade their skills and for new planners to learn the software It starts with the basics required to create a schedule through resource planning and on to more advanced features There is also a new chapter which introduces the Microsoft Project Server functions A Microsoft Project user guide and training manual written for Project Management Professionals following the PMBOK Guide Fifth Edition who wish to learn how to schedule projects in a single project environment with or without Resources with Microsoft Project The book is packed with screen shots constructive tips and is suitable as a training course handout for learning the software or as a reference book The book contains workshops with solutions at the end of each chapter for the reader to practice the skills taught in the chapter Microsoft Project 2010 is an extensive software update with many new functions and as a result this is a complete rewrite of the author s previous book The Complete Idiot's Guide to Project Management with Microsoft Project 2003 Ron Black,2005-01-04 The Complete Idiot s Guide to Project Management with Microsoft Project 2003provides the perfect and complete solution Instead of just focusing on how to use the software this title teaches readers the concepts of formal project management then shows them how to use the most popular project management software to work through their goals objectives task lists phases tasks milestones charts and summaries *Microsoft Project 2019 Step by Step* Cindy M. Lewis,Carl Chatfield,Timothy Johnson,2019-04-23 The quick way to learn Microsoft Project 2019 This is learning made easy Get more done quickly with Microsoft Project 2019 Jump in wherever you need answers brisk lessons and informative screenshots show you exactly what to do step by step Other Project users will want to grab this book as well Quickly start new plans build task lists and assign resources View resource capacity and track progress Capture and fine tune work and cost details Visualize schedules with Gantt charts and other views and reports Consolidate projects and share resources across plans Manage modern Agile projects James Mills Jr contributor Customize Project to maximize your efficiency Leverage improvements to task linking timelines and accessibility Master PM best practices while you learn Project Look up just the tasks and lessons you need **Microsoft Office Excel 2007 for Project Managers** Kim Heldman,William Heldman,2007-03-15 Combine the power of Excel 2007 Microsoft Office SharePoint Server and sound project management

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