

# 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

**QuantumPM, LLC**



## **Microsoft Pmbok Guide:**

*Planning and Control Using Microsoft® Project 2010 and PMBOK Guide® Fourth Edition* Paul Eastwood Harris, 2010 The book is designed for users of earlier versions to upgrade their skills and for new planners to learn the software **Planning and Control Using Microsoft® Office Project and PMBOK® Guide Fourth Edition** Paul E. Harris, 2010 This book is principally a Microsoft Project book aimed at Project Management Professionals who understand the PMBOK r Guide Fourth Edition processes and wish to learn how to use Microsoft Office Project to plan and control their projects in a PMBOK r Guide environment and discover how to gain the most from the softw Planning and Control Using Microsoft® Office Project and Pmbok® Guide Paul E. Harris, 2010 This book is principally a Microsoft Project book aimed at Project Management Professionals who understand the PMBOK Guide Fourth Edition processes and wish to learn how to use Microsoft Office Project to plan and control their projects in a PMBOK Guide environment and discover how to gain the most from the software This book is may be used for learning Microsoft Project in an environment utilizing the PMBOK Guide processes and may be used as a self teach book or a user guide or for a two day training course A Microsoft Project user guide and training manual written for Project Management Professionals following the PMBOK Guide Fourth 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 The book is based on the Microsoft Project 2007 but may be used with Microsoft Project 2000 2002 or 2003 as the book points out the differences Planning and Control Using Microsoft Project and PMBOK® Guide Paul Eastwood Harris, 1999 Planning and Control Using Microsoft Project 2013 PMBOK Guide Paul E Harris, 2014-10-15 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 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 of earlier versions 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 the more advanced features A chapter is dedicated to the new functions and it outlines the differences from the earlier versions throughout the book 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 2013 is an extensive software update with many new functions and as a result this is a complete rewrite of

the author's previous book. It is primarily a Microsoft Project book and has been written for people learning to use Microsoft Project in a project environment applying the PMBOK Guide Fifth Edition processes. BOOK REVIEWS Project Management tools and standards keep evolving so it is great to see the Paul Harris books are also evolving. Paul has been writing these excellent references for some time now but the quality and depth of content just keeps getting better and better. There is plenty of information out there in the internet relating to PMBOK and MS Project but none as comprehensive and in depth as this book. Covering the PMBOK process steps relating to scheduling it explains both the how and the why when it comes to MS Project. Sure you can self-teach, sure you can trawl the internet discussion forums. The smart investment of time and effort is in one of Paul's books. They meet the needs of the novice right through to the advanced user helping people plan, update and report consistently. The book is a guide, it is a reference, it is a self-paced training course, it is so much more. Martin Vaughan, Director, Core Consulting Group, Melbourne, AU.

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.

*Planning and Control Using Microsoft Project and PMBOK® Guide, Third Edition* Paul Eastwood Harris, 2005

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This book delves into Microsoft Pmbok Guide. Microsoft Pmbok Guide is a crucial topic that needs to be grasped by everyone, ranging from students and scholars to the general public. This book will furnish comprehensive and in-depth insights into Microsoft Pmbok Guide, encompassing both the fundamentals and more intricate discussions.

1. This book is structured into several chapters, namely:

- Chapter 1: Introduction to Microsoft Pmbok Guide
- Chapter 2: Essential Elements of Microsoft Pmbok Guide
- Chapter 3: Microsoft Pmbok Guide in Everyday Life
- Chapter 4: Microsoft Pmbok Guide in Specific Contexts
- Chapter 5: Conclusion

2. In chapter 1, this book will provide an overview of Microsoft Pmbok Guide. This chapter will explore what Microsoft Pmbok Guide is, why Microsoft Pmbok Guide is vital, and how to effectively learn about Microsoft Pmbok Guide.
3. In chapter 2, the author will delve into the foundational concepts of Microsoft Pmbok Guide. The second chapter will elucidate the essential principles that must be understood to grasp Microsoft Pmbok Guide in its entirety.
4. In chapter 3, this book will examine the practical applications of Microsoft Pmbok Guide in daily life. This chapter will showcase real-world examples of how Microsoft Pmbok Guide can be effectively utilized in everyday scenarios.
5. In chapter 4, this book will scrutinize the relevance of Microsoft Pmbok Guide in specific contexts. The fourth chapter will explore how Microsoft Pmbok Guide is applied in specialized fields, such as education, business, and technology.
6. In chapter 5, this book will draw a conclusion about Microsoft Pmbok Guide. This chapter will summarize the key points that have been discussed throughout the book.

This book is crafted in an easy-to-understand language and is complemented by engaging illustrations. This book is highly recommended for anyone seeking to gain a comprehensive understanding of Microsoft Pmbok Guide.

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