

# Project Pro 2010 - Project Manager Quick Reference Guide

## Setup

*Workstation Setup (One Time Only)* - URL: <http://<Project Web App URL>>

- For MS Project Professional 2010
  - Add your Project Server login account: \File\Info\Manage Accounts
  - When prompted about https, click OK - then click 'Set as Default'
- For Project Web Access using Internet Explorer 6 and above
  - Start Internet Explorer and go to Project Server Address: <http://<Project Server Address>>

## Initiate

The Initiating stage proposes a project's basic idea and the initial scope is determined. The initial Project Plan is created.

Create a New Project:

- Start with a New Project: \File\New\Blank Project or
- Start with template: \File\New\Project Server Templates
- Fill out project start data and custom project fields using \Project\Project Information
  - Set the Start Date and Calendar and Custom Project fields
- Save to Project Server: \File\Save

Note

## New Project

## Plan

The Planning stage devises and maintains a workable scheme to accomplish the project. In the Planning Stage, determine a course of events or tasks in writing. Create a project plan.

## Tasks

Enter or Edit Tasks:

- Add / change tasks to meet unique needs of the project
- Estimate Duration, Set Dependencies, and Build the Outline Structure
- Use Milestones (0d Duration) for deliverables

# Microsoft Project Server 2010 User Guide

**Collin Quiring, Tanya Foster**



## **Microsoft Project Server 2010 User Guide:**

**Office and SharePoint 2010 User's Guide** Michael Antonovich, 2010-08-06 Web sites collaboration document management paperless offices we want it all in business today but how do we achieve all of these goals More importantly if you work for one of the millions of small to medium sized businesses how do you find the time to build the expertise necessary to reach these goals Even the most powerful tool will not allow you to succeed unless you can get the majority of your staff to use it efficiently and effectively You need a guide that demonstrates a platform that small to medium sized businesses can use to reach these goals Office and SharePoint 2010 User's Guide demystifies the path that every Microsoft Office user can follow to benefit from the synergism of tools they are already familiar with Together with SharePoint 2010 users can achieve goals like web sites with a consistent single view improved collaboration within their organization and better document management and may even get one step closer to the paperless office we've been promised for years This book has topics for Office users of all skill levels from those just starting to use Office tools to experienced power users It examines each major Office tool and shows how it contributes to the support and use of SharePoint in today's increasingly electronic based office environment *Using Microsoft Project 2010, Enhanced Edition* Sonia Atchison, Brian

Kennemer, 2011-10-07 More than just a book Get comfortable with simple techniques that you can use to bring order to project management chaos Don't just read about it see it and hear it with step by step video tutorials and valuable audio sidebars Way more than just a book this is all the help you'll ever need where you want when you want Learn Fast Learn Easy Using web video and audio Show Me video walks through tasks you've just got to see including bonus advanced techniques Tell Me More audio delivers practical insights straight from the experts Let Me Try It tasks break down the complex into easy to follow step by step sequences **Microsoft Project 2010 Inside Out** Teresa Stover, Bonnie

Biafore, Andreea Marinescu, 2011-05-15 Conquer Microsoft Project 2010 from the inside out You're beyond the basics so dive right in and really put your project management skills to work This supremely organized reference packs hundreds of timesaving solutions troubleshooting tips and workarounds It's all muscle and no fluff Discover how the experts tackle Project 2010 and challenge yourself to new levels of mastery Take charge of the project triangle time money and scope to balance your plan Enable collaboration among team members sponsors and other project stakeholders Manually schedule tasks or use the automatic scheduling engine Track and control your project using earned value analysis Create pivot views of project data with Microsoft Excel R 2010 and Visio R 2010 Manage project activities in an enterprise project management environment Apply your experience to future projects by creating your own custom templates **Microsoft Project 2010: The Missing Manual** Bonnie Biafore, 2010-06-21 Microsoft Project is brimming with features to help you manage any project large or small But learning the software is only half the battle What you really need is real world guidance how to prep your project before touching your PC which Project tools work best and which ones to use with care This book explains it all

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Through the use of best practices helpful screen shots hands on exercises and review questions this book instructs you on how to build dynamic schedules with Microsoft Project 2010 that will allow you to explore what if scenarios and decrease the time you spend making static schedule changes      **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      **Making Effective Business Decisions Using Microsoft Project**

Advisicon,Tim Runcie,Doc Dochtermann,2012-12-28 A guide to Microsoft Project that focuses on developing a successful project management strategy across the organization to drive better decisions Making Effective Business Decisions Using Microsoft Project goes far beyond the basics of managing projects with Microsoft Project and how to set up and use the software This unique guide is an indispensable resource for anyone who operates within a Project Management Operation PMO or is affected by the adoption of project management within an organization Its focus is to provide practical and transitional information for those who are charged with making decisions and supporting corporate and strategic objectives and who face cost and resource constraints Because more and more companies are aligning project management with their business strategies the book not only provides guidance on using Microsoft Project and teaching project management skills but also includes important information on measuring results and communicating with the executive branch It also provides valuable guidance in using SharePoint Server for social networking and working within a team Clearly written and presented the book Covers work management using Microsoft Project at multiple levels within an organization Focuses on using Microsoft Project 2010 to integrate and support overall organizational strategies Includes hundreds of graphics screen shots and annotations that make it the most accessible and usable guide available on the subject Making Effective Business Decisions Using Microsoft Project is a valuable reference for project managers at all levels and it sets a new standard for training manuals used by businesses that teach courses on project management using Microsoft Project      *Mastering Resource Management Using Microsoft® Project and Project Server 2010* Collin Quiring,Tanya Foster,2011-08-15 This title features step by step instructions on using Microsoft Project and Project Server 2010 to best utilize and manage scarce resources devoted to project portfolios      [Project Management Absolute Beginner's Guide](#) Greg Horine,2017-02-09 This is the eBook of the printed book and may not include any media website access codes or print supplements that may come

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*Instantteam Foundation Server 2012 and Project Server 2010 Integration How-To* Gary P. Gauvin, 2013-01-01 Filled with practical step by step instructions and clear explanations for the most important and useful tasks Get the job done and learn as you go A how To book with practical recipes accompanied with rich screenshots for easy comprehension The How to style is a very practical book which will take the reader through the process of garnering a basic understanding of TFS and Project Server with practical tutorials and recipes This book is for users who want to integrate TFS 2012 and Project Server 2010 Readers are expected to know some basic Windows Server commands and account management and have administrative access to the servers being configured

**Planning and Scheduling Using Microsoft® Project 2010** Paul E. Harris, 2010 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 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 It is designed to teach project management professionals how to use the software in a project environment

**Professional Microsoft SQL Server 2012 Analysis Services with MDX and DAX** Sivakumar

Harinath,Ronald Pihlgren,Denny Guang-Yeu Lee,John Sirmon,Robert M. Bruckner,2012-10-06 Understand Microsoft's dramatically updated new release of its premier toolset for business intelligence The first major update to Microsoft's state of the art complex toolset for business intelligence BI in years is now available and what better way to master it than with this detailed book from key members of the product's development team If you're a database or data warehouse developer this is the expert resource you need to build full scale multi dimensional database applications using Microsoft's new SQL Server 2012 Analysis Services and related tools Discover how to solve real world BI problems by leveraging a slew of powerful new Analysis Services features and capabilities These include the new DAX language which is a more user friendly version of MDX PowerPivot a new tool for performing simplified analysis of data BISM Microsoft's new Business Intelligence Semantic Model and much more Serves as an authoritative guide to Microsoft's new SQL Server 2012 Analysis Services BI product and is written by key members of the Microsoft Analysis Services product development team Covers SQL Server 2012 Analysis Services a major new release with a host of powerful new features and capabilities Topics include using the new DAX language a simplified more user friendly version of MDX PowerPivot a new tool for performing simplified analysis of data BISM Microsoft's new Business Intelligence Semantic Model and a new yet to be named BI reporting tool Explores real world scenarios to help developers build comprehensive solutions Get thoroughly up to speed on this powerful new BI toolset with the timely and authoritative Professional Microsoft SQL Server 2012 Analysis Services with MDX Mining goes Digital Christoph Mueller,Winfred Assibey-Bonsu,Ernest Baafi,Christoph Dauber,Chris Doran,Marek Jerzy Jaszczuk,Oleg Nagovitsyn,2019-05-22 The conferences on Applications for Computers and Operations Research in the Minerals Industry APCOM initially focused on the optimization of geostatistics and resource estimation Several standard methods used in these fields were presented in the early days of APCOM While geostatistics remains an important part information technology has emerged and nowadays APCOM not only focuses on geostatistics and resource estimation but has broadened its horizon to Information and Communication Technology ICT in the mineral industry Mining Goes Digital is a collection of 90 high quality peer reviewed papers covering recent ICT related developments in Geostatistics and Resource Estimation Mine Planning Scheduling and Dispatch Mine Safety and Mine Operation Internet of Things Robotics Emerging Technologies Synergies from other industries General aspects of Digital Transformation in Mining Mining Goes Digital will be of interest to professionals and academics involved or interested in the above mentioned areas **Altova® DatabaseSpy 2010 User & Reference Manual** , *Microsoft Project 2016 Training Manual Classroom in a Book* TeachUcomp ,2015-10-27 Complete classroom training manuals for Microsoft Project 2016 Two manuals Introductory and Advanced in one book 185 pages and 101 individual topics Includes practice exercises and keyboard shortcuts You will learn introductory through advanced concepts including assigning and managing tasks and resources tracking project tasks developing dynamic reports and much more Topics Covered Getting Acquainted with Project 1 About Project 2 Starting Project 3 Project Management Terms and

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 Reference Manual ,     *Project 2013 Absolute Beginner's Guide* Brian Kennemer, Sonia Atchison, 2013-07-26 Make the most  
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 efficiently manage every phase of your project from up front planning through project completion and post mortems Even if  
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Peter Ward,Pavlo Andrushkiw,2012-01-01 100 Essential Questions and Answers about SharePoint 2010 for Executives considering deployment *Office User Guide for MicroStrategy 9. 3* MicroStrategy Product Manuals, MicroStrategy,2012-09-30

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TeachUcomp,2021-08-11 Complete classroom training manual for Microsoft Access 2019 and 365 Includes 189 pages and 108 individual topics Includes practice exercises and keyboard shortcuts You will learn about creating relational databases from scratch using fields field properties joining and indexing tables queries forms controls subforms reports charting macros switchboard and navigation forms and much more Topics Covered Getting Acquainted with Access 1 Creating a New Database 2 Overview of a Database 3 The Access Interface 4 Touch Mode 5 Viewing Database Objects in the Navigation Bar 6 Opening and Closing Databases Creating Relational Database Tables 1 The Flat File Method of Data Storage 2 The Relational Model of Data Storage 3 Tips for Creating a Relational Database 4 Creating Relational Database Tables 5 Assigning a Primary Key to a Table Using Tables 1 Using Datasheet View 2 Navigating in Datasheet View 3 Adding Records in Database View 4 Editing and Deleting Records in Datasheet View 5 Inserting New Fields 6 Renaming Fields 7 Deleting Fields Field Properties 1 Setting Field Properties 2 The Field Size Property 3 The Format Property for Date Time Fields 4 The Format Property for Logical Fields 5 Setting Default Values for Fields 6 Setting Input Masks 7 Setting Up Validation Rules and Responses 8 Requiring Field Input 9 Allowing Zero Length Entries Joining Tables 1 The Relationships Window 2



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