Asta Powerproject 16 - Intermediate
1 Day Course

Overview

Asta Powerproject, is a project, portfolio and resource management tool used to support project activity, at all levels of complexity, across a broad range of industry sectors. This practical course helps delegates to successfully create and manage effective and detailed project plans and will further explore key functionality within the product. It will benefit anyone wanting a thorough understanding of how to work with Powerproject.
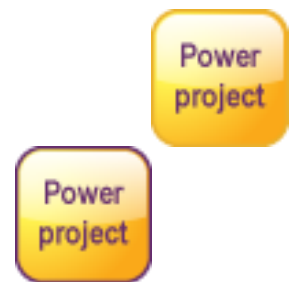
Audience

This course is aimed at project managers, programmers, planners and anyone needing to successfully create and manage effective project plans.

Course Objectives

By the end of this course, attendees will be able to:

- Enter a variety of task types
- View, Sort and Filter a project
- Work with resources
- Work with baselines
- Progress a project
- Create templates

Prerequisites

Delegates should have attended our Introduction course or have equivalent knowledge or experience. Delegates **MUST** have experience of creating basic programmes to attend this course.

Course Contents (1 days)

Tasks (more in-depth view)

- Creating Expanded and Hammock tasks
- Creating Buffer tasks
- Create task pools
- Use recurring tasks
- User defined fields

Working with Views

- Creating Filters
- Sorts/Group
- Formatting the Bar Chart
- Configure spreadsheet
- Change and Save Views

Resources

- Setting up a basic resource library
- Applying resources to tasks
- Using supplied Histograms to show resource allocations

Working with Baselines

- Create & Save a baseline
- Multiple baselines

Progress

- Progress entry using progress periods
- Straight line v Jagged line programmes
- Displaying multiple progress periods
- Comparing progress to a baseline
- Using the spreadsheet to report progress
- Assigning alternative calendars to tasks
- Adding notes to tasks

Creating a Company Template

- Saving company templates