

55034: Project Server 2013 Inside Out

Duration: 5 Days

Method: Instructor-Led

Course Description

This course will show participants how to work with Microsoft® Project Server 2013. Participants will also create and manage projects and schedules, resources, tasks and timesheets with Project Web App. As well as create and configure Business Intelligence for customized project reporting and how-to backup and restore and troubleshoot Project Server 2013.

Target Audience

This course is intended for:

- Persons that will need to manage and use Project Server 2013 such as:
 - IT Administrators
 - Project Managers
 - Project Schedulers
 - Managers
 - Supervisors
 - Team Leads
 - Consultants
 - Other persons responsible for managing projects.
- Persons responsible for scheduling, estimating, coordinating, controlling, budgeting and staffing of projects and supporting Microsoft® Project Server 2013.

Prerequisites

To attend this course, participants should have:

- Experience with managing projects using Microsoft® Project as well as fundamental understanding of basic project management concepts and terminology.

Course Objectives

Upon successful completion of this course, participants will be able to:

- Use and work with Project Server 2013 features.



Course Content

Module 1: Overview

- Introduction

Module 2: Architecture, Installation and Upgrade

- Architecture
- Introduction
- Installation
- Upgrading

Module 3: Setup and Administer Project Web Access

- Configure Project Web Access
- Customizing Project Web App
- Project Web Access

Module 4: Permissions and Security

- Permissions and Security

Module 5: Enterprise Custom Calendars, Fields and Lookup Tables

- Lookup tables
- Enterprise Custom Fields

Module 6: Time and Task Management

- Time Management
- Task Management

Module 7: Business Intelligence and Reporting

- Managing Reports
- Common Errors
- Business Intelligence Features

Module 8: Project Sites

- Managing Project Sites

Module 9: Backup and Recovery

- Backup
- Recovery

Module 10: Troubleshooting and Maintenance

- Maintaining Project Server
- Troubleshooting

LABS INCLUDED

