

# Microsoft Project 2003 Essentials Video Training - Advanced Level on DVD-ROM

Jim Koger

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## Microsoft Project 2003 Essentials Video Training - Advanced Level on DVD-ROM

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Microsoft Project 2003 Essentials Video Training - Advanced Level on DVD-ROM Jim Koger Interactive Instructor-Based Project 2003 Advanced Level Video Training Course on DVD-ROM

Computer Based Training (CBT) and Video Based Training (VBT) have emerged as the premier training tools in recent years. KeyStone Self-Paced CBT/VBT courses are known for their high quality in-depth content. Compared to traditional training methods, KeyStone courses cost less and users can learn faster while taking advantage of some of the best trainers in the industry. They are easy to use, comfortable to follow, perfect for training at the office, on the road, or at home.

Please note: DVD-ROM product (not DVD-Video, will not play on TV DVD player)

#### **Topics Covered:**

Microsoft Project 2003 Essentials: Advanced Level

- 1.0 Tracking Progress on Tasks and Assignments
- 1.1 Updating a Baseline
- 1.2 Tracking Actual and Remaining Values for Tasks and Assignments
- 1.3 Tracking Timephased Actual Work for Tasks and Assignments
- 1.4 Rescheduling Incomplete Work
- 2.0 Viewing and Reporting Project Status
- 2.1 Identifying Tasks That Have Slipped
- 2.2 Examining Task Costs
- 2.3 Examining Resource Costs
- 2.4 Reporting Project Cost Variance with a Stoplight View
- 3.0 Getting Your Project Back on Track
- 3.1 Troubleshooting Time and Schedule Problems
- 3.2 Troubleshooting Cost and Resource Problems
- 3.3 Troubleshooting Scope-of-Work Problems
- 4.0 Applying Advanced Formatting
- 4.1 Formatting Bar Styles in a Gantt Chart View
- 4.2 Formatting the Network Diagram View
- 4.3 Formatting the Calendar View
- 5.0 Customizing Project
- 5.1 Working with the Organizer
- 5.2 Recording Macros
- 5.3 Editing Macros
- 5.4 Customizing a Toolbar
- 6.0 Using Earned Value Analysis

- 6.1 Viewing Earned Value Schedule Indicators
- 6.2 Viewing Earned Value Cost Indicators
- 7.0 Consolidating Projects and Resources
- 7.1 Creating a Resource Pool
- 7.2 Viewing Assignment Details in a Resource Pool
- 7.3 Viewing Assignment Details in a Sharer Plan
- 7.4 Updating Assignments in a Sharer Plan
- 7.5 Updating a Resource's Information in a Resource Pool
- 7.6 Updating All Projects' Working Times in a Resource Pool
- 7.7 Linking New Project Plans to a Resource Pool
- 7.8 Opening a Sharer Plan and Updating a Resource Pool
- 7.9 Working with Consolidated Projects
- 7.10 Creating Dependencies Between Projects



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