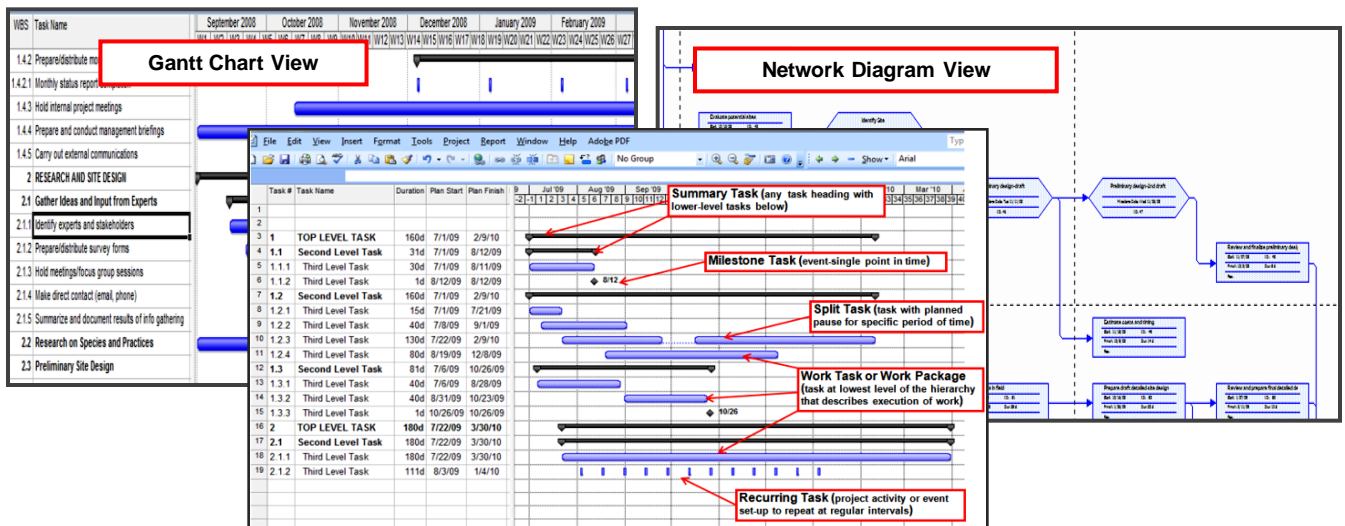


Microsoft® Project Training

Offered by Crowell-Schulte IT Consultants



- On-site or remote training oriented toward IT, GIS, and technology project planning and management
- Cost-effective: About 1/2 the cost of most training service companies
- May be customized for specific project/program environments
- Taught by a seasoned project manager and consultant with practical understanding of project planning and management

Introduction to MS Project (1 day)

- PM concepts and terms
- PM best practices
- Overview of interface and functionality
- Task type and structure
- Introduction to *Project Views*, Formatting
- Timing constraints
- Task Predecessors, lags, leads
- Setting up new project plan

Advanced MS Project (1 day)

- Use of Project Guide
- More on views and formatting
- Assignment of Resources
- Task sorting and filtering
- Inserting objects and hyperlinks
- Project views and formatting
- Report generation and exporting
- External Project links and OLE

Crowell-Schulte IT Consultants is an independent consulting company providing services in IT and GIS assessment, design, planning, project management, training, and implementation support

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