



Training Packages: Planning Primavera P6 & Primavera Risk Analysis



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1. Introduction	2
2. Development for Client Specific Courses	2
3. List of Courses	2
3.1. Project Controls with Primavera P6 Theory Conversion Course	2
3.2. Fundamentals of Project Controls with Primavera P6 Course	2
3.3. Advanced Project Controls with Primavera P6 Course	3
3.4. Schedule Risk Analysis with Primavera Risk Analysis (formally Pertmaster) Course	3
4. List of Workshops	4
4.1. Fundamentals of Project Controls Workshop for Engineers	4
4.2. Schedule Risk Analysis Workshop for Engineers	4
5. List of Workshops	4
5.1. The University of Abertay - Dundee Business School	5
6. Timings	5

1. Introduction

Project planning training must be designed to suit each organisation's specific business needs and cover the theory and principles of project controls; not just teach the use of a specific planning software.

Cairndene specialises in providing Primavera training that addresses particular business needs: combining theory, software and client specific business process.

All Cairndene training is accredited by The University of Abertay - Dundee Business School as part of their work based learning programmes.

2. Development for Client Specific Courses

We will develop a set of client specific courses by layering company-specific practices and process on top of Cairndene topics, which already cover project controls theory and Primavera utilisation.

This is achieved by:

- Understanding of the client's process and usage of Primavera systems
- Development of teaching examples using client data
- Establishment of a training environment on the client Primavera system
- Creation of client specific training materials

This development will have to be executed prior to the delivery of any of the courses listed below.

3. List of Courses

3.1. Project Controls with Primavera P6 Theory Conversion Course

Intended Audience: Experienced Planners, who have completed the Oracle 102 course

Suggested Topics:

- Theory and principles underpinning the Primavera P6 methods
- Selection of topics from Fundamental and Advanced course, to be chosen by the client

Duration: 2 Days

Attendee Numbers: Minimum of 3 and Maximum of 6

3.2. Fundamentals of Project Controls with Primavera P6 Course

Intended Audience: Those with little or no planning experience

Suggested Topics:

- Primavera P6 and the Project Life Cycle
- The P6 Philosophy
- What is the difference between Project and Operations Planning?
 - Creation of the P6 Project File
 - Inserting Activities and their Durations
 - Generation of Logical Relationships

- Calculation of the Critical Path and how to Analyse the Results
- Inputting Resources and Analysing the Histogram Profile and Spreadsheet
- The Importance of Baselines
- The Process for Updating and Monitoring the Plan's Progress
- Generation of Reports

Duration: 4 Days, this can be an intensive course over four consecutive days, or one day a week for four weeks to give the candidates time to practice and absorb the information.

Attendee Numbers: Minimum of 3 and Maximum of 6

3.3. Advanced Project Controls with Primavera P6 Course

Intended Audience: Experienced Planners, who have completed the Fundamentals of Project Controls with Primavera P6 course

Suggested Topics:

- Detailed Resource Techniques and Analysis
- Inputting and Analysing Costs, Expenses and Benefits
- High Level Risk Analysis
- Using Issues and Thresholds to Monitor the Plan
- Advanced Scheduling Techniques
- Earned Value Analysis and the Creation of S-Curves

Duration: 2 Days

Attendee Numbers: Minimum of 3 and Maximum of 6

3.4. Schedule Risk Analysis with Primavera Risk Analysis (formally Pertmaster) Course

Intended Audience: Experienced Planners, who have completed the Fundamentals of Project Controls with Primavera P6 course or the Project Controls with Primavera P6 Theory Conversion Course

Suggested Topics:

- Traditional Risk Management and its limitations
 - Identification of Risk
 - Assessment of Risk
 - Mitigation of Risk
- Duration Uncertainty and its Effect on the Critical Path
- Generation of a robust schedule
 - 3-point Estimates
 - Task Existence
 - Probabilistic Branching
- Creation of the Register of Risk Events
- Cost and Resource Uncertainty
- Analysis of the Results
- Mitigation Techniques and Reporting

Duration: 2 Days

Attendee Numbers: Minimum of 3 and Maximum of 6

4. List of Workshops

4.1. Fundamentals of Project Controls Workshop for Engineers

Intended Audience: Project Managers, Engineers and other planning data suppliers and recipients

While planners are trained in the use of Primavera P6, those who supply the analysts with data are often not fully aware of the process and requirements of project controls. We deliver a practical workshop designed to introduce the principles and prerequisites of planning.

The workshop consists of:

- High level introduction to project controls theory
- Group work using a generic example. Maximum size of group - 6
- Study of Primavera P6 output based on group work

Duration: One day, for example 0830 to 1600

Attendee Numbers: Minimum of 6 and Maximum of 12

4.2. Schedule Risk Analysis Workshop for Engineers

Intended Audience: Project Managers, Engineers and other schedule risk data suppliers and recipients

While schedule risk analysts are trained in the use of Primavera Risk Analysis (formally known as Pertmaster), those who supply the analysts with data are often not fully aware of the process and requirements of schedule risk analysis. a practical workshop designed to introduce the principles and prerequisites of schedule risk analysis.

The workshop consists of:

- High level introduction to schedule risk analysis theory
- Group work using a generic example. Maximum size of group - 6
- Study of Primavera Risk Analysis output based on group work

Duration: One day, for example 0830 to 1600

Attendee Numbers: Minimum of 6 and Maximum of 12

5. List of Workshops

To underpin the above courses, Cairndene also offer a mentoring package designed to support the candidates through the first few weeks after their training. This support can delivered in a variety of methods:

- Individual Support via telephone call
- Group Support via lunch and learn, or
- Individual Tutoring while completing follow up work at the university

Cairndene can provide one day refresher courses to individuals, which cover specific requested planning and Primavera topics.

5.1. The University of Abertay - Dundee Business School

Upon completion of any Primavera training conducted by Cairndene, the candidate can take advantage of The University of Abertay - Dundee Business School work based learning programmes to achieve university level credits. To attain these credits the candidate completes a critical-reflection analysis of the academic theory versus the practical application, which would be assessed by a tutor at the university.

6. Timings

This proposal is designed to allow each of the courses and workshops to be individual, stand-alone items, which can be booked and scheduled independent of each other and independent of the development of client specific specific courses.

If you would like further information on our project planning training packages, please contact us:

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