



Advisicon in partnership with Western Michigan PMI Chapter presents: Managing Projects with Microsoft Project 2007

For more information contact:

Cindy Lewis

616-446-8569

cindy.lewis@advisicon.com

www.advisicon.com

Learn how to use Microsoft Office Project to build, optimize and manage project schedules. This course teaches participants how to use Microsoft Office Project to successfully create, track, manage and modify project schedules and resource pools.

Participants will learn how to apply best practices, tips and tricks to planning, executing, and managing projects with Microsoft® Office Project.

Learning Objectives

- Learn the do's and don'ts of working with Microsoft® Project Professional
- Create, plan, and update effective project schedules
- Create and manage resources, resource pools and assignments
- Perform advanced resource scheduling to resolve conflicts
- Track activities and generate variance and earned value information
- Create useful views for tracking, dashboards, printing, task usage, etc.

Who should take this course?

Project managers, project team members, project schedulers . . . and anyone who has used Microsoft® Project Professional and had a hard time getting it to do what they wanted.

Special Instructions:

Participants will be responsible for bringing their own laptops to class with Project 2003 or 2007 installed. Students may bring dinner, and beverages will be provided.

A portion of the class revenue will be donated to the WMPMI chapter. Please spread the word!

About Advisicon

Advisicon delivers strategic project control solutions using advanced project and portfolio management methodologies, custom application development and consultative training. Our clients throughout North America and Latin America have realized quantifiable results through our unique approach of combining knowledge transfer, optimization and sustainability of processes and technology while increasing stakeholder competencies. www.advisicon.com

About Western Michigan PMI Chapter (WMPMI)

WMPMI's goal is to promote a local network of expertise in project management professionalism. Our growing organization of 700 professionals includes project managers in a variety of roles, and from industries from technology to manufacturing to retail. Members are in business for themselves, from consulting organizations or are working in local companies. www.wmpmi.org

Cost

Early Bird Special!!!

Register before February 11th, 2011

\$250 PMI Member/\$275 Non-Member

After February 11th, 2011

\$275 PMI Member/\$300 Non-Member

Dates

- Evenings 5:30-7:30PM
- February 15th, 17th
- March 1st, 3rd

**8 PDUs
available!**

Register: <http://store.advisicon.com/Classes-and-Events/Workshop-Managing-Projects-with-Microsoft-Project-2007-p59.html>

Location

Davenport University
Snedden Center 2nd Floor, Rm SC208
6191 Kraft Avenue SE
Grand Rapids, MI 49512

Instructor:

Cindy Lewis, MCITP, MCT, MCP, PMP, PMI-SP

Cindy is a Senior Knowledge Management Solution Advisor at Advisicon, Inc. She brings 15 years of experience in training and managing large projects. Cindy has provided extensive training on Microsoft Project via both live and virtual classrooms. In addition to teaching, she has taken a role as the lead author on courseware development for new courses on Microsoft Project and Project Server.

