Day 1

**Architecture of Project Server**

Overview multi project management

Architecture and structure of projects  
  
**Managing Project Server**

Open projects in Project Server

Open projects in Project Professional  
Information to corporate project templates  
Information to common user-defined fields

**Publishing projects**

Use of Project Server

Collaboration with SharePoint  
Use of Project Clients  
Views of projects  
Drilldown of projects

Day 2

**Working in the project team as a project manager**

Create a new project with a template

10-point checklist for new projects  
The formula duration=work/units  
Helpful options in Project Professional  
Project views with SharePoint  
  
**Sharing resources**

Informations about a resource pool

Information for the use of local resources  
Informations for the use of generic resources  
Informations for the assignment of resources  
Assignment of resources to tasks

**Hands-on  exercises**

Create an Enterprise Project Type on Project Server  
Create a project in Project Server  
Create Enterprise Project Fields  
Use EPF in Sample Project   
Create enterprise calendar  
Publish a Project  
Publish a project from client on Project Server  
Explore out of the box views  
Create new views  
Customize Project View Page  
Project Risk Tracking  
Project Issue Tracking  
Use exiting workflow  
Define new workflow  
Resource Allocation in EPM  
Customize Timesheet  
Create Project Site  
Customizing Categories and Groups