Course Name: Project360 – Online Project Management Suite

Content:

- ➢ Overview of public version Project360 (FMS + Open-Ones' patches)
- ➢ Project Management by ProjectInsight
- ➢ Time Management of Team members
- ➢ Defect Management for project
- ➢ Best practice with FMS
- ➢ How to implement the Project360

Out-coming:

After finish this course, attendee can be able to:

- ➢ Team members, managers understand the importance of tool suite
- ➢ System Administrator can deploy this tool suite
- ➢ Project Manager can apply the tool suite for Planning, Monitoring and Closing the project
- ➢ QA can support Project Manager to Planning, Monitoring metrics of the project.
- ➢ Developer can use tools to record working time, follow to correct defect.
- ➢ Tester can use tools to record working time, follow to verify defect.

Duration:

5 sections x 3 hours

Methodology:

Practice-based training

Topics: (PM: Project Manager, QA: Quality Assurance; Dev: Developer)

No	Topic	Content	Attendee	Duration (hour)
1	Project360 overview	- Overview FMS - Flow of works - Deploy tool, apply patches from Open-Ones	all members	3:00
2	Project management	- Manage internal Work order - Planning, Monitoring + Product, Deliverable, Requirement + Lifecycle, Defect Prevention + Effort, Defect, Risk + Tailoring - Closing	PM, QA	3:00
3	Time management	- Record working time - Review, Approve - Monitor	all members	3:00
4	Defect management	- Flow of Defect Management - Record bugs - Analysis and correct bugs - Verify bugs	PM, Tester, Developer	3:00
5	Final practice	- Define a mock project to practice - PM manages project - Developer log TimeSheet; Correct bugs - Tester log bugs, verify bugs - QA/PM monitor metrics	all members	3:00

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