

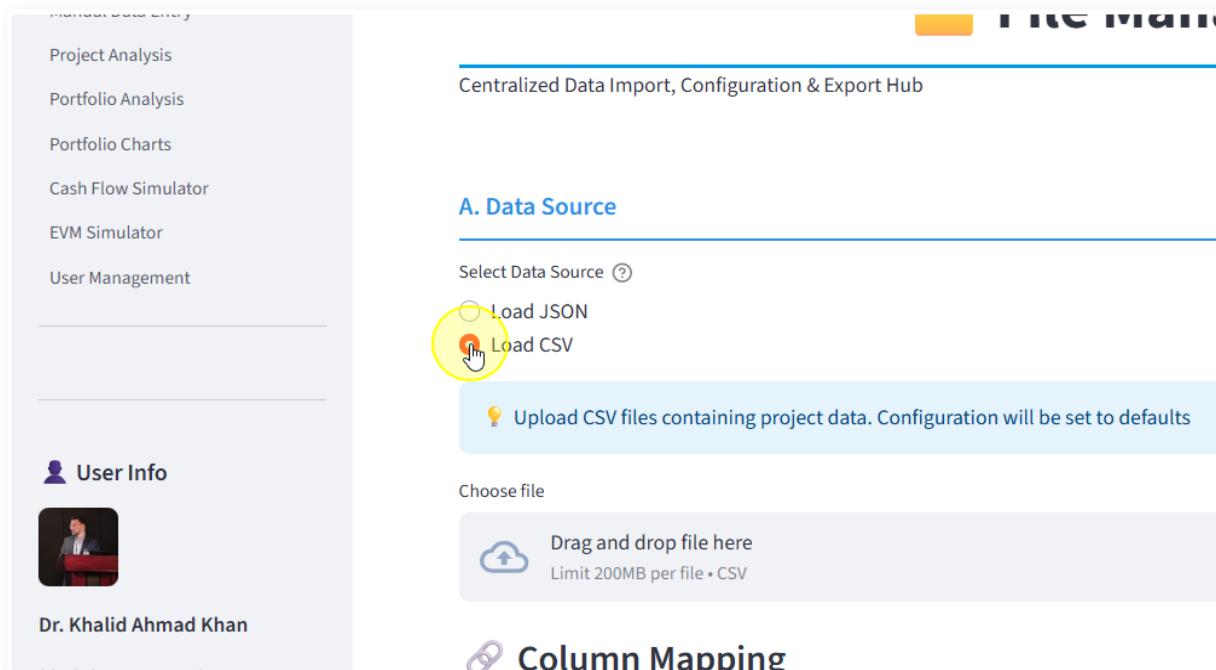
Microsoft Edge

Khalid | 11 steps | 2 minutes

Monday, 20 October 2025

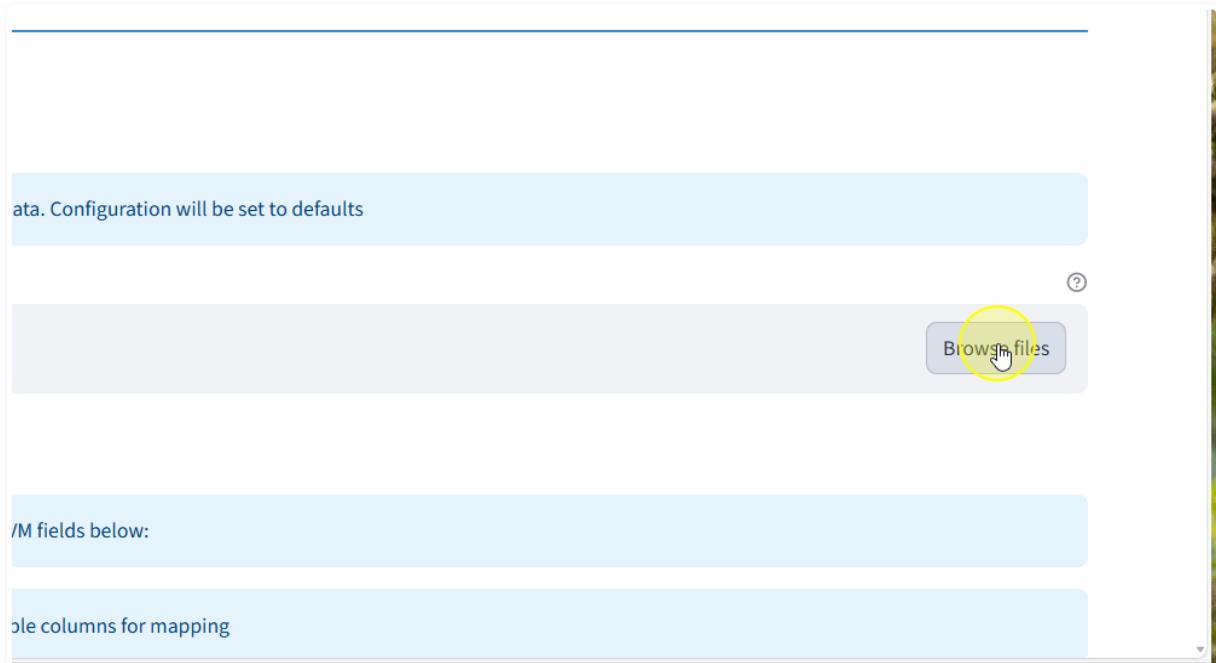
1

Click "File Management - Portfolio Suite" on Microsoft Edge

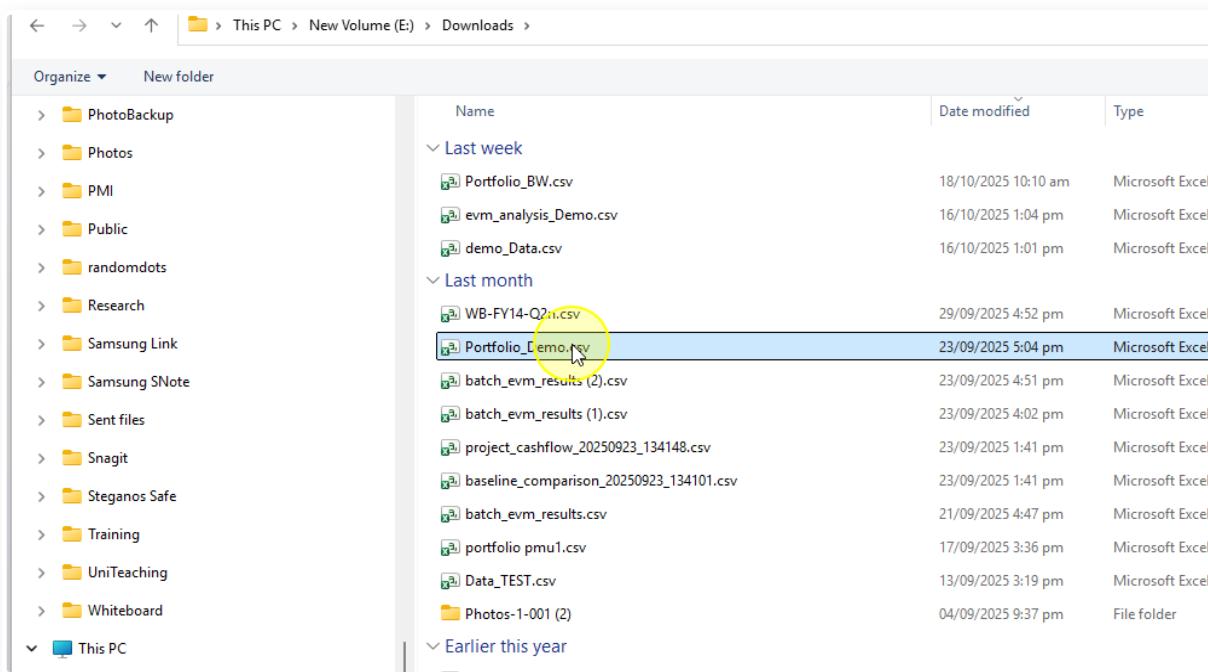


2

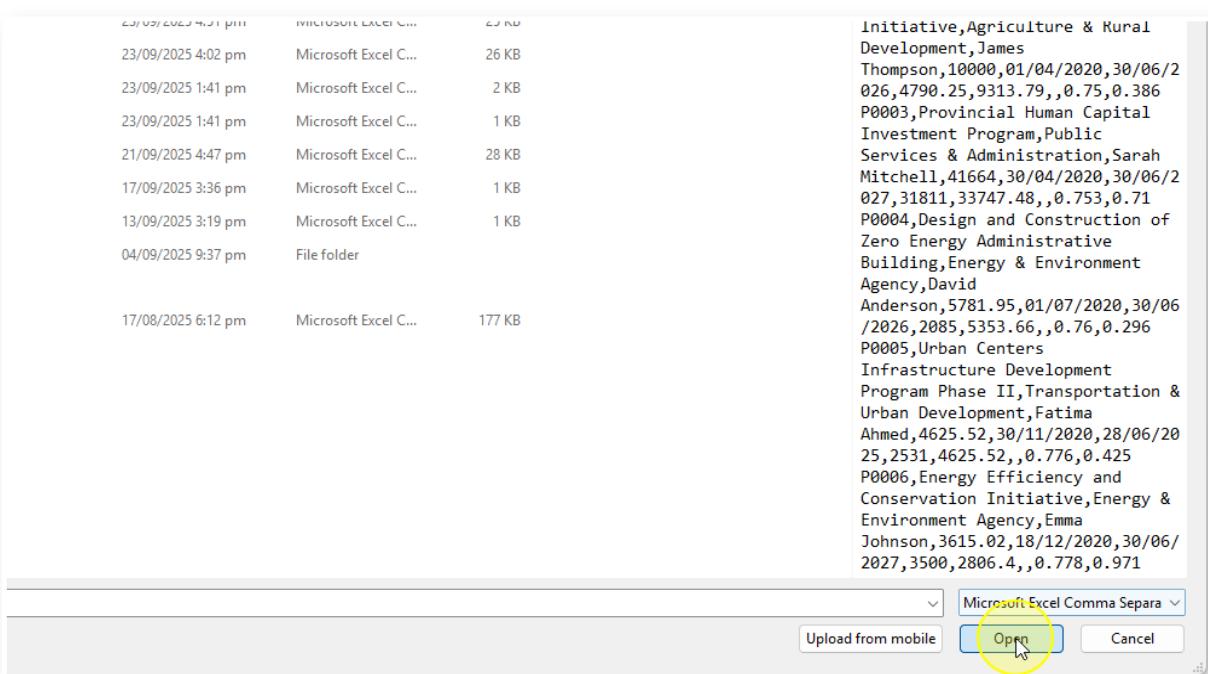
Click "Browse files"



3 Click on the csv file you want to import



4 Click "Open"



5 Click to provide the field mappings by selecting headers from csv file

The screenshot shows a web-based application for field mapping. On the left, there's a sidebar with various project management options like 'Management', 'Virtual Data Entry', 'Project Analysis', etc. The main area has two columns: 'Fields:' and 'Date & Financial Fields:'. Under 'Fields:', there are dropdown menus for 'Name', 'Organization', and 'Manager'. To the right of each dropdown is a corresponding field in 'Date & Financial Fields': 'Plan Start Date', 'Plan Finish Date', 'BAC (Budget at Completion)', and 'AC (Actual Cost)'. A yellow circle with a hand cursor icon highlights the 'Time' dropdown in the 'Fields:' column.

6 Click "Project ID"

The screenshot shows a 'Required Fields' section. On the left, there's a sidebar with 'Management' selected. The main area has a 'Project ID' input field which is currently empty and highlighted with a red border. Below it is a list of fields: 'Project ID', 'Project Name', 'Organization', 'Project Manager', 'Budget', 'Plan Start', and 'Plan Finish'. A yellow circle with a hand cursor icon highlights the 'Project ID' input field.

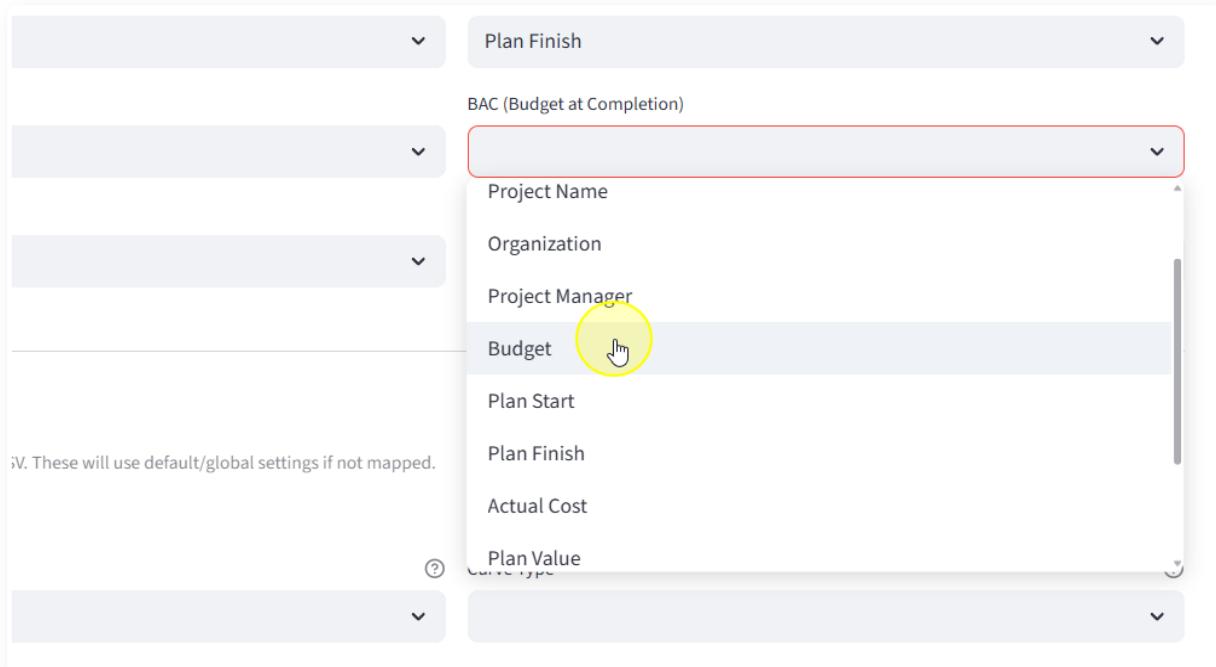
7 Click "Project Name"

The screenshot shows a software interface for managing projects. On the left, there's a sidebar with various menu items like Project ID, Project Name, Organization, Project Manager, Budget, Plan Start, and Plan Finish. The 'Project Name' field is highlighted with a red border and a yellow circle with a cursor icon over it. Below the form, there's a note: 'Leave empty if not present in your CSV. These will use default/global settings if not mapped.' At the bottom right, there are buttons for 'Manual FVM Values...' and 'Per-Project Settings'.

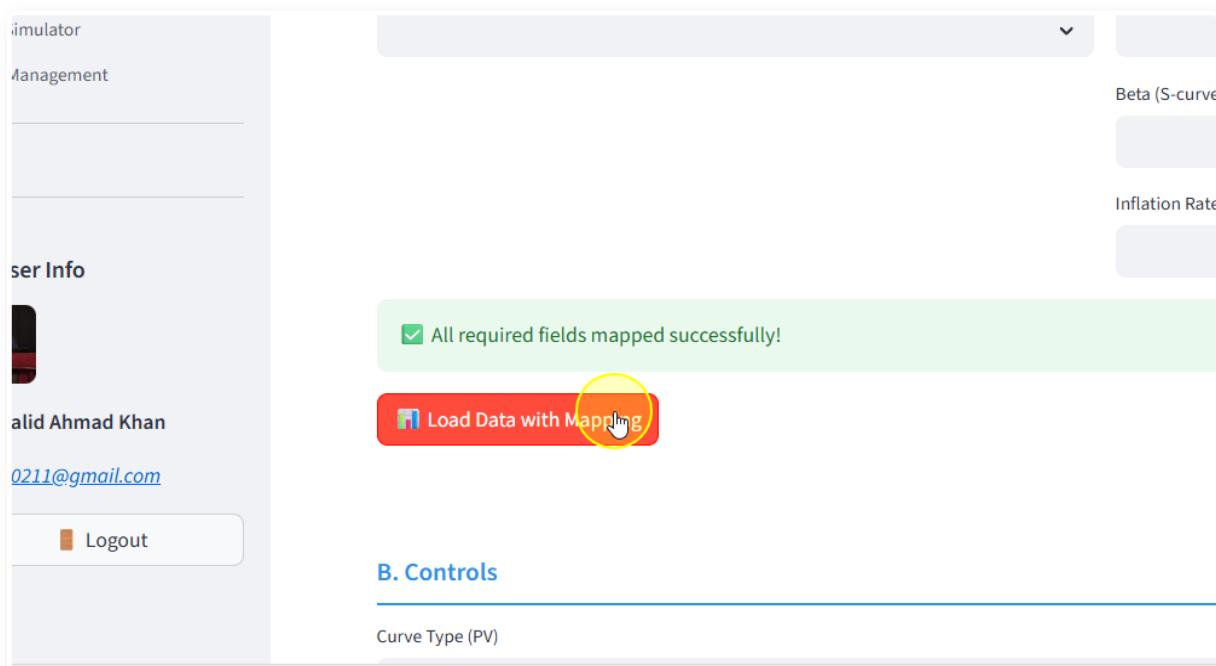
8 Click "Plan Start"

This screenshot shows the same software interface as the previous one, but the 'Plan Start' field is now highlighted with a yellow circle and a cursor icon over it. The rest of the fields (Project ID, Project Name, Organization, Project Manager, Budget) are also highlighted with gray backgrounds. The note at the bottom left remains the same: 'SV. These will use default/global settings if not mapped.' The 'Per-Project Settings' section at the bottom right is also visible.

9 Click "Budget"



10 Click "Load Data with Mapping" to load data from the csv file



11

Click "Run Batch EVM" to complete all the required calculations

EVM Simulator

User Management

 **User Info**



Dr. Khalid Ahmad Khan

khalid0211@gmail.com

 Logout

C. Run Batch EVM

Ready to process 71 projects

Batch Calculation Mode:

Select mode 

Global Settings Project Settings

 All projects will be calculated using global settings from Controls section

 **Run Batch EVM** 

D. LLM Provider (Executive Brief)

Choose Provider