



MICROSOFT PROJECT 2013 - LEVEL 1 / INTRO

Course Code: 6683

Learn to create and manage a project schedule using Microsoft® Project 2013.

You will create and manage a project schedule using Microsoft® Project 2013.

What You'll Learn

Upon successful completion of this course, students will be able to:

- Identify the basic features and components of the Microsoft Project environment
- Create a new project plan file and enter project information
- Manage tasks by organizing tasks and setting task relationships
- Manage resources for a project
- Finalize a project plan

Who Needs to Attend

This course is designed for a person who has an understanding of project management concepts, is responsible for creating and modifying project plans, and needs a tool to manage those project plans.

Prerequisites

Students enrolling in this class should have the following:

- A general introductory-level understanding of project management concepts
- Basic end-user skills with any current Windows operating system

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