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Through the use of best practices, helpful screen shots, hands-on exercises, and review questions, this book instructs you on how to build dynamic schedules with Microsoft Project 2010 that will allow you to explore 'what if?' scenarios and decrease the time you spend making static schedule changes.

This fully revised new edition combines scheduling best practices with valuable recommendations as to why, when, and how to use the various features of Microsoft Office Project 2007 based on research from over 1,000 real-life schedules.

Microsoft Project 2013 is a powerful software tool, and like all tools it requires knowledge and skill to be used to its maximum potential. This fully revised new edition provides users with everything they will need to more easily and effectively manage projects to a successful conclusion. Designed for the busy, practicing project manager, Dynamic Scheduling With Microsoft Project 2013 will help you get up to speed quickly with the new and enhanced features of Project 2013 (including Project Pro for Office 365) and enable you to create effective schedules using best practices, tips & tricks, and step-by-step instruction. Through the use of helpful screenshots, hands-on exercises, illustrations, and review questions, this guide instructs you on how to build dynamic schedules that will allow you to explore what-if scenarios and dramatically decrease the time you spend making static schedule changes. "A must read, reread, and use daily for all project managers" is what PMT's Project Management Journal had to say about the previous edition. This updated version is even better! Key Features Fully aligned with the PMBOK Guide - Fifth Edition, The Practice Standard for Work Breakdown Structures - Second Edition, The Practice Standard for Scheduling - Second Edition, and The Practice Standard for Earned Value Management - Second Edition by the Project Management Institute Validated training material for the new Microsoft Certification Exam 74-343: Managing Projects with Microsoft Project 2013 Captures the best practices and insights that have been gained from thousands of real-life schedules and years of training project managers across all industries WAV offers downloadable exercise files, a glossary of terms, filters to check your own project, an advance topics appendix, and a solutions manual for college professors available from the Web Added Value Download Resource Center at www.jrosspub.com.

Microsoft Office Project 2003 is a powerful software tool, and like all tools, it requires knowledge and skill to be used to its maximum potential. This fully revised new edition of Eric Uytewaal's best-selling book on Microsoft Project provides users with everything they will need to more easily and effectively manage projects to a successful conclusion. Dynamic Scheduling with Microsoft® Office Project 2003: The Book By and For Professionals is not only written by a certified PMP and project management practitioner with over 17 years of experience using and teaching MS Project, but is also based on the cumulative experience of the author's clients, other instructors, and includes insights from numerous other professionals who have used MS Office Project successfully.

The topic of this book is known as dynamic scheduling, and is used to refer to three dimensions of project management and scheduling: the construction of a baseline schedule and the analysis of a project schedule's risk as preparation of the project control phase during project progress. This dynamic scheduling point of view implicitly assumes that the usability of a project's baseline schedule is rather limited and only acts as a point of reference in the project life cycle. Consequently, a project schedule should especially be considered as nothing more than a predictive model that can be used for resource efficiency calculations, time and cost risk analyses, project tracking and performance measurement, and so on. In this book, the three dimensions of dynamic scheduling are highlighted in detail and are based on and inspired by a combination of academic research studies at Ghent University (www.ugent.be), in-company trainings at Vlerick Business School (www.vlerick.com) and consultancy projects at OR-AS (www.or-as.be). First, the construction of a project baseline schedule is a central theme throughout the various chapters of the book, and is discussed from a complexity point of view with and without the presence of project resources. Second, the creation of an awareness of the weak parts in a baseline schedule is discussed at the end of the two baseline scheduling parts as schedule risk analysis techniques that can be applied on top of the baseline schedule. Third, the baseline schedule and its risk analyses can be used as guidelines during the project control step where actual deviations can be corrected within the margins of the project's time and cost reserves. The second edition of this book has seen corrections, additions and amendments in detail throughout the book. Moreover Chapter 15 on "Dynamic Scheduling with ProTrack" has been completely rewritten and extended with a section on "ProTrack as a research tool".

Microsoft Project 2013 is a powerful software tool, and like all tools it requires knowledge and skill to be used to its maximum potential. This fully revised new edition provides users with everything they will need to more easily and effectively manage projects to a successful conclusion. Designed for the busy, practicing project manager, it will help you get up to speed quickly with the new and enhanced features of Project 2013 (including Project Pro for Office 365) and enable you to create effective schedules using best practices, tips & tricks, and step-by-step instruction. Through the use of helpful screenshots, hands-on exercises, illustrations, and review questions, this guide instructs you on how to build dynamic schedules that will allow you to explore what-if scenarios and dramatically decrease the time you spend making static schedule changes. It also provides validated training material for the new Microsoft Certification Exam 74-343. ...

Schedule and cost management are the most essential parts of project lifecycle management and many projects fail as a result of not managing these critical components effectively. The most commonly used tool for project schedule management is Microsoft Office Project, which is designed to assist project managers in developing schedules, assigning resources to tasks, tracking progress, managing budgets and analyzing workloads. The most common technique used for cost management is earned value management (EVM), a project management technique used for measuring project progress in an objective manner that combines measurements of project scope, schedule and cost performance within a single integrated methodology. EVM is becoming the standard across the world for this purpose in both the private and public sector and many organizations are now adopting this technique to manage their projects. In the public sector, EVM is mandated for all government projects in the United States and many other countries are following suit. Earned Value Management Using Microsoft® Office Project is the first reference to effectively combine the most widely used scheduling tool with the most widely accepted cost management technique. It is a practical guide to end-to-end scheduling and cost management using Microsoft Office Project that includes a CD-ROM of a limited version of a unique EVM software tool that will help practitioners more effectively manage their projects, track and report the status and progress of projects, and take necessary action before their projects fail beyond repair. This text is an excellent complement to whatever Microsoft Office Project guide that you may be using and a significant addition to the literature on how to use EVM.

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"More than a how-to book, Dynamic Scheduling® With Microsoft® Project 2013 takes you on a journey from concepts through frameworks and processes and then unleashes the power of Project 2013. Easy to use, the book lays out a solid foundation and the authors masterfully walk you through basic functionality and all the new bells and whistles. Enjoy the ride!" —Scott G. Fass, PMP, Strategy, Operations and PPM Executive Microsoft® Project 2013 is a powerful software tool, and like all tools it requires knowledge and skill to be used to its maximum potential. This fully revised new edition provides users with everything they will need to more easily and effectively manage projects to a successful conclusion. Designed for the busy, practicing project manager, Dynamic Scheduling® With Microsoft® Project 2013 will help you get up to speed quickly with the new and enhanced features of Project 2013 (including Project Pro for Office 365) and enable you to create effective schedules using best practices, tips & tricks, and step-by-step instruction. Through the use of helpful screenshots, hands-on exercises, illustrations, and review questions, this guide instructs you on how to build dynamic schedules that will allow you to explore what-if scenarios and dramatically decrease the time you spend making static schedule changes. "A must read, reread, and use daily for all project managers" is what PMT's Project Management Journal had to say about previous editions. This updated version is even better!

Looks at the updates, changes, and enhancements of the 2007 Microsoft Office system, with information on Word, Excel, PowerPoint, Publisher, OneNote, Access, Outlook, and Groove.

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