



**COURSE OVERVIEW PM0625**  
**Advanced Primavera P6**

**Course Title**

Advanced Primavera P6

**Course Date/Venue**

Session 1: August 18-22, 2024/Boardroom 1,  
Elite Byblos Hotel Al Barsha, Sheikh  
Zayed Road, Dubai, UAE

Session 2: December 08-12, 2024/SAS  
Meeting Room, Holiday Inn Muscat  
al Seeb, an IHG Hotel, Muscat,  
Oman



**Course Reference**

PM0625



**Course Duration/Credits**

Five days/3.0 CEUs/30 PDHsp

**Course Description**



***This practical and highly-interactive course includes various practical sessions and exercises. Theory learnt will be applied using our state-of-the-art simulators.***



This course is designed to provide a comprehensive and up-to-date overview of primavera P6. It covers the project management life-cycle; the P6 professional, views and layouts; the enterprise project structure (EPS); the modification of enterprise project structure; creating a new project; determine the project status options; modifying project settings; create and use project codes; and the best-practices and elements of WBS.



Further, the course will also discuss the addition of activities; the identification of the activity types and their importance in building a schedule; creating and assigning activity codes; and the forward and backward pass and critical path method (CPM).

At the end of the course, participants will be able to apply constraints to activities; adjust duration and finish date of the project; format project data and prepare resources and costs; conduct resource analysis; progress the project by updating activity progress information, actual dates and costs; correcting issues in the schedule using reflections for what-if-analysis; and create and run reports using reporting wizard and modify existing reports.



### Course Objectives

Upon the successful completion of this course, each participant will be able to:-

- Apply and gain a comprehensive knowledge on primavera
- Discuss project management life-cycle and initiate and plan process group
- Execute, monitor, control and close process group
- Get to know primavera P6 professional and customize the P6 views and layouts
- Explain the enterprise project structure (EPS) and modify the enterprise project structure
- Create a new project, determine the project status options, modify the project settings and create and use project codes
- Prepare best-practice WBS and modify the WBS element
- Add activities, identify the activity types and their importance in building a schedule and create and assign activity codes
- Discuss the forward and backward pass and critical path method (CPM)
- Apply constraints to activities, adjust duration and finish date of the project
- Format project data and prepare resources and costs
- Conduct resource analysis and explain P6 baselines
- Progress the project by updating activity progress information, actual dates and costs and correcting issues in the schedule using reflections for what-if-analysis
- Create and run reports using reporting wizard and modify existing reports

### Exclusive Smart Training Kit - H-STK®



Participants of this course will receive the exclusive “Haward Smart Training Kit” (H-STK®). The H-STK® consists of a comprehensive set of technical content which includes **electronic version** of the course materials, sample video clips of the instructor’s actual lectures & practical sessions during the course conveniently saved in a **Tablet PC**.

### Who Should Attend

This course is designed to provide an up-to-date overview of primavera for engineers of all levels, managers, supervisors and those who are involved in project management, planning, scheduling and risk assessment.

### Course Fee

**US\$ 5,500** per Delegate + **VAT**. This rate includes H-STK® (Haward Smart Training Kit), buffet lunch, coffee/tea on arrival, morning & afternoon of each day.

### Accommodation


Accommodation is not included in the course fees. However, any accommodation required can be arranged at the time of booking.

### Course Certificate(s)

Internationally recognized certificates will be issued to all participants of the course who completed a minimum of 80% of the total tuition hours.

### Certificate Accreditations

Certificates are accredited by the following international accreditation organizations:-

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The International Accreditors for Continuing Education and Training (IACET - USA)

Haward Technology is an Authorized Training Provider by the International Accreditors for Continuing Education and Training (IACET), 2201 Cooperative Way, Suite 600, Herndon, VA 20171, USA. In obtaining this authority, Haward Technology has demonstrated that it complies with the **ANSI/IACET 2018-1 Standard** which is widely recognized as the standard of good practice internationally. As a result of our Authorized Provider membership status, Haward Technology is authorized to offer IACET CEUs for its programs that qualify under the **ANSI/IACET 2018-1 Standard**.

Haward Technology's courses meet the professional certification and continuing education requirements for participants seeking **Continuing Education Units (CEUs)** in accordance with the rules & regulations of the International Accreditors for Continuing Education & Training (IACET). IACET is an international authority that evaluates programs according to strict, research-based criteria and guidelines. The CEU is an internationally accepted uniform unit of measurement in qualified courses of continuing education.

Haward Technology Middle East will award **3.0 CEUs** (Continuing Education Units) or **30 PDHs** (Professional Development Hours) for participants who completed the total tuition hours of this program. One CEU is equivalent to ten Professional Development Hours (PDHs) or ten contact hours of the participation in and completion of Haward Technology programs. A permanent record of a participant's involvement and awarding of CEU will be maintained by Haward Technology. Haward Technology will provide a copy of the participant's CEU and PDH Transcript of Records upon request.

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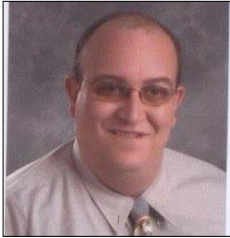
British Accreditation Council (BAC)

Haward Technology is accredited by the **British Accreditation Council** for **Independent Further and Higher Education** as an **International Centre**. BAC is the British accrediting body responsible for setting standards within independent further and higher education sector in the UK and overseas. As a BAC-accredited international centre, Haward Technology meets all of the international higher education criteria and standards set by BAC.



### Course Instructor(s)

This course will be conducted by the following instructor(s). However, we have the right to change the course instructor(s) prior to the course date and inform participants accordingly:-



**Mr. Ahmad Al-Tayeb** is a **Senior Project & Construction Management Consultant** with over **25 years** of training and extensive experience within the **Oil, Gas and Construction** industries. His expertise lies extensively in the areas of **Project Management & Planning, Primavera P6, Project Scheduling, Cost Analysis, Work Breakdown Structure (WBS), Production Planning, Raw Materials Inventory, Machine Loading, Project Supervision, Projects Planning, Project Management Planning & Control Techniques, Project Risk Management, Project Acceleration Techniques, Scope Control Management, Contract Management, Asset Management, Construction Management, Pre-Construction Site Investigation, Engineering Supervision Skills, Construction Planning & Scheduling, Project Start-up & Mobilization, Materials Management, Equipment/Plant Management, Contractor/Subcontractor Management, Technical Report Writing, MS Projects, Estimating & Design, Cost Control Management, Safety/HSE Management, Quality Management, Supply Chain Management, Risk Management, Contract & Claim Management, Procurement & Purchasing Management, Quality Management System (QMS), Project & Contracts Management Skills, Project & Construction Management, Project Planning, Scheduling & Control, Risk Identification Tools & Techniques, Project Life Cycle, Project Stakeholder & Governance, Project Integration Management, Project Management Plan, Project Work Monitoring & Control, Project Scope Management, MS-Project, Primavera P6, AutoCAD 2D&3D and Autodesk.** He is currently the **Material & Cost Control Manager** of Engineering Construction & Trading wherein he is responsible in managing the distribution of supplies in the organization and oversee the planning and coordination of a company's inventory and purchasing departments.

During his career life, Mr. Ahmad occupied several significant positions as the **Project Manager, Planning Manager, Factory Manager, Technical Instructor, Material Planning & Cost Control Engineer, Senior Mechanical Engineer, Production Engineer** and **Design Engineer** for various international companies like the YAT Education Center, Arab Construction Contractors Institute, Engineering Construction & Trading, Lotus International Company, Alexandria for Construction, Talaat Moustafa Group Holding, Egytronic, Kandil Industries, 3Brothers Company for Lighting and Link Master.

Mr. Ahmad has a **Bachelor** degree in **Mechanical Engineering** and currently studying **Planning & Scheduling Professional (PSP)** from the American Association of Cost Engineering (**AACE**). Further, he is a **Certified Instructor/Trainer** and has further delivered numerous trainings, seminars, workshops and conferences internationally.



**Training Methodology**

All our Courses are including **Hands-on Practical Sessions** using equipment, State-of-the-Art Simulators, Drawings, Case Studies, Videos and Exercises. The courses include the following training methodologies as a percentage of the total tuition hours:-

- 30% Lectures
- 20% Practical Workshops & Work Presentations
- 30% Hands-on Practical Exercises & Case Studies
- 20% Simulators (Hardware & Software) & Videos

In an unlikely event, the course instructor may modify the above training methodology before or during the course for technical reasons.

**Course Program**

The following program is planned for this course. However, the course Instructor(s) may modify this program before or during the course for technical reasons with no prior notice to participants. Nevertheless, the course objectives will always be met:

**Day 1**

0730 – 0800	Registration & Coffee
0800 – 0815	Welcome & Introduction
0815 – 0830	<b>PRE-TEST</b>
0830 – 0930	<b>Introduction &amp; Learning Objectives</b> The Project Management Life-cycle • Initiating Process Group • Planning Process Group
0930 – 0945	Break
0945 – 1100	<b>Introduction &amp; Learning Objectives (cont'd)</b> Executing Process Group • Monitoring & Controlling Process Group • Closing Process Group
1100 – 1230	<b>Getting to know Primavera P6 Professional</b> P6 User Interface & Navigation
1230 – 1245	Break
1245 – 1420	<b>Getting to know Primavera P6 Professional (cont'd)</b> Customizing The P6 Views & Layouts
1420 – 1430	<b>Recap</b>
1430	Lunch & End of Day One

**Day 2**

0730 – 0930	<b>The Enterprise Project Structure (EPS)</b> Understanding the Purpose of the Enterprise Project Structure • Modifying the Enterprise Project Structure
0930 – 0945	Break
0945 – 1100	<b>Project Creation</b> Creating a New Project • Understanding the Project Status Options
1100 – 1230	<b>Project Creation (cont'd)</b> Modifying Project Settings • Creating & Using Project Codes
1230 – 1245	Break
1245 – 1420	<b>The Work Breakdown Structure (WBS)</b> Preparation of a Best-practice WBS • Creating a WBS in P6 • Modifying the WBS Element
1420 – 1430	<b>Recap</b>
1430	Lunch & End of Day Two





**Day 3**

0730 – 0930	<b>Adding Activities</b> Activities and their Attributes • Activity Types and their Importance in Building a Schedule • Creating New Activities • Creating and Assigning Activity Codes
0930 – 0945	Break
0945 – 1100	<b>Relationships &amp; Constraints</b> Relationship Types in P6 • Creating Relationships • Understanding the Forward & Backward Pass & Critical Path Method (CPM)
1100 - 1230	<b>Relationships &amp; Constraints (cont'd)</b> Applying Constraints to Activities • Adjusting the Duration and Finish Date of your Project
1230 – 1245	Break
1245 – 1420	<b>Formatting Project Data</b> Modifying the Grouping of Project Data • Sorting Data in a Table • Using Filters to Control the Data Displayed • Modifying the Appearance of the Gantt Chart • Modifying Timescales
1420 – 1430	<b>Recap</b>
1430	Lunch & End of Day Two

**Day 4**

0730 – 0930	<b>Resources &amp; Costs</b> Creating Resources • Pricing Resources • Assigning Resources to Activities • Working with the Resource Usage Profile & Analyzing Resource Assignments
0930 – 0945	Break
0945 – 1100	<b>Resource Analysis</b> Analysis Overview • Analyzing Resource Availability • Mitigating Resource Overloads
1100 – 1230	<b>P6 Baselines</b> Understanding the Principles of Baselineing P6 Project Schedules • Creating & Assigning Baselines
1230 – 1245	Break
1245 – 1420	<b>P6 Baselines (cont'd)</b> Displaying Baseline Data in the Table & Gantt Chart • Understanding Variance
1420 – 1430	<b>Recap</b>
1430	Lunch & End of Day Four

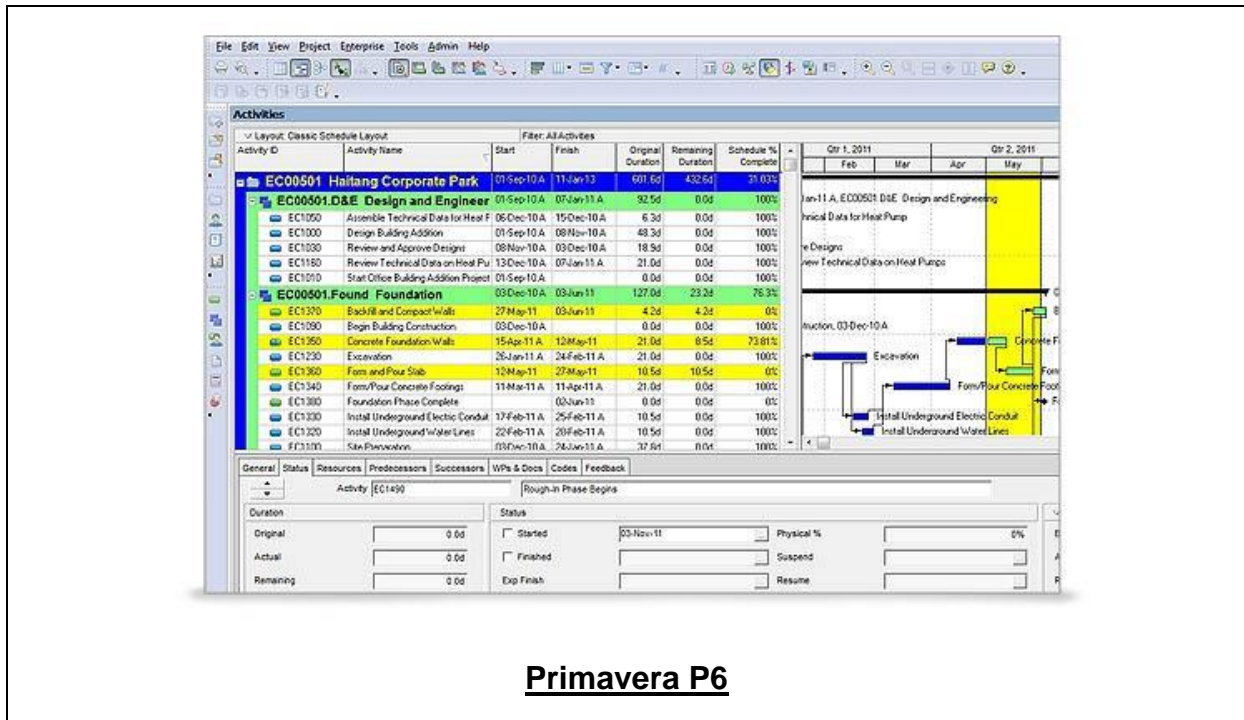
**Day 5**

0730 – 0930	<b>Progressing the Project</b> Understanding the P6 Data Date • Updating Activity Progress Information, Actual Dates & Costs • Using the Progress Spotlight Feature
0930 – 0945	Break
0945 – 1100	<b>Progressing the Project (cont'd)</b> Updating the Project Using the Schedule Feature • Correcting Issues in the Schedule using Reflections for What-if Analysis
1100 – 1230	<b>Reporting</b> Running Reports from a Layout • Creating & Running Reports using the Reporting Wizard
1230 – 1245	Break
1245 - 1345	<b>Reporting (cont'd)</b> Modifying Existing Reports
1345 – 1400	<b>Course Conclusion</b>
1400 – 1415	<b>POST-TEST</b>
1415 – 1430	Presentation of Course Certificates
1430	Lunch & End of Course



**Simulator (Hands-on Practical Sessions)**

Practical sessions will be organized during the course for delegates to practice the theory learnt. Delegates will be provided with an opportunity to carryout various exercises using our state-of-the-art simulators “Primavera P6”.



**Primavera P6**

**Course Coordinator**

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