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and visuals you need to quickly master Microsoft's powerful scheduling software. You'll come down with a textbook case of learning when you cover everything from starting a project to creating macros that automate project management. Find your own solutions to your project planning problems with this proven self-teaching method.

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Using Microsoft Project 2000 Tim Pyron,2000 Necessity for greater flexibility and understanding of project management is coming into its own--even though most people manage projects as part of other duties. This guide seeks to provide consumers with a comprehensive understanding of the features, functions, and best practices of project management by thorough coverage of the industry's leading project management tool.

Microsoft Project 2000 : Level 1, Courseware 7221-1 Lee, Kenny,CCI Learning Solutions,2001

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  Microsoft Project 2000 For Dummies Martin Doucette,2000-04-03 Why put yourself through all the trouble of figuring out a project management software program? And why find out about project management techniques when you've been muddling through on your own up until now? The answer is self-evident. Because you've managed projects before and you know there has to be a better way. You're ready to discover what all this project management hoopla is about, and you'd like to use Microsoft Project to do the job. You've just made two good management decisions right there. Deep down, you're probably wondering whether this is going to hurt. You'll be relieved to know that getting to know Microsoft Project is straightforward and kind of fun. You don't have to know anything special about computers or project management to begin. Of course, once you start throwing those Gantt charts around the office, people might assume that it took grueling labor and a steel will to figure out the program. Whether you choose to display modesty or bask in their amazement will be entirely up to you. As this book's title so subtly implies, it will show you how to use Microsoft Project 2000. But what the title doesn't say is that this book also gives you a basic explanation of project management. You'll cover all of the following topics, and more: Identifying project phases Getting comfortable with the Microsoft Project interface Predicting your resource needs Reading and creating Gantt charts Staying ahead of details with a calendar Setting budgets and reviewing costs Subdividing and combining projects Tracking your project Using and customizing reports Microsoft Project 2000 For Dummies is written in a way that lets you master your project management skills by practice. The enclosed CD-ROM is loaded with a number of

project files so that you can read the material and practice. In addition, you'll get evaluation and demo copies of some excellent project management programs designed to make your job even easier.

Microsoft Project 2000 Bible Elaine Marmel,2000-03-30 You know it takes more than a just do it attitude to pull off the projects your department faces. The powerful tools packed into Microsoft Project 2000 help you meet your deadlines, build a focused team, head off problems -- and get the results you want. Tools like wizards that automatically create charts, customize views, and link projects help you have your way with Microsoft Project 2000. Try importing files or creating macros to save yourself even more time. With this bible by your side, you'll be synchronizing tasks and making your projects flow, making you the team leader you were meant to be. The CD-ROM features Project-related software, such as Timesheet Professional and Project Kickstart, as well as relevant templates and shareware.

Planning and Control Using Microsoft® Office Project and Pmbok® Guide Paul Eastwood Harris,2010 This book is principally a Microsoft Project book aimed at Project Management Professionals who understand the PMBOK® Guide Fourth Edition processes and wish to learn how to use Microsoft Office Project to plan and control their projects in a PMBOK® Guide environment, and discover how to gain the most from the software.This book is may be used for learning Microsoft Project in an environment utilizing the PMBOK® Guide processes and may be used as a self teach book, or a user guide, or for a two-day training course.A Microsoft Project user guide and training manual written for Project Management Professionals following the PMBOK® Guide Fourth Edition who wish to learn how to schedule projects in a single project environment with or without Resources with Microsoft Project. The book is packed with screen shots, constructive tips and is suitable as a training course handout, for learning the software or as a reference book. The book contains workshops with solutions at the end of each chapter for the reader to practice the skills taught in the chapter. The book is based on the Microsoft Project 2007 but may be used with Microsoft Project 2000, 2002 or 2003 as the book points out the differences.

Mastering Microsoft Project 2002 Gini Courter,Annette Marquis,Michael Miller,2003-01-21 Don't Let Project's Complexity Get in the Way of Effective Project Management Don't fear its complexity. Microsoft Project 2002 is more adaptable than ever. Mastering Microsoft Project 2002 shows you how to make Project really work for you, whether you're managing a sprawling, enterprise-wide project or something much smaller. Learn basic tasks and quickly move on to more advanced features, choosing the path that will make you and your organization efficient and successful. Coverage includes: * Understanding the project management process * Creating a new project * Entering project tasks * Scheduling and linking project tasks * Defining project resources and costs * Assigning and scheduling resources and costs * Communicating project information with other team members * Tracking project process * Assessing and managing risks * Sharing resources and tasks among multiple projects * Analyzing data using views and reports * Importing and exporting project data * Installing and administering Project Server * Using Project Professional and Project Server for enterprise-wide projects * Using Web

Access for group projects * Creating Project macros * Customizing fields and forms * Automating Project with VBA

Sams Teach Yourself Microsoft Project 2000 in 24 Hours Tim Pyron,2000 A guide for beginning users showcases the project management software's newest features while demonstrating how to schedule and track projects, manage budgets, and create customized reports

Mastering Microsoft Project Kiet Huynh,2024-04-20 Introduction Welcome to Mastering Microsoft Project: A Comprehensive Guide from A to Z for Project Managers. In today's dynamic business environment, effective project management is crucial for success. Microsoft Project is a powerful tool that enables project managers to plan, execute, and track projects with precision and efficiency. However, mastering Microsoft Project requires more than just knowing its features; it requires a deep understanding of project management principles and best practices. In this comprehensive guide, we will take you on a journey through the ins and outs of Microsoft Project, equipping you with the knowledge and skills you need to become a proficient project manager. Whether you're a novice looking to learn the basics or an experienced professional seeking to enhance your expertise, this book is designed to meet your needs. Throughout the chapters, we will explore the key features of Microsoft Project, including task scheduling, resource management, budgeting, and reporting. We will also delve into advanced topics such as earned value analysis, critical path method, and agile project management. Each chapter is packed with practical tips, real-world examples, and hands-on exercises to reinforce your learning. By the end of this book, you will not only be able to navigate Microsoft Project with ease but also apply its functionalities to effectively manage projects of any size and complexity. Whether you're managing construction projects, software development, or marketing campaigns, Mastering Microsoft Project will be your go-to resource for achieving project success. So, let's dive in and unlock the full potential of Microsoft Project together!

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