



Advanced MS Project

Develop MS Project to suit your unique requirements

Learning with a difference...

Benefits

- Monitor project costs
- Produce enhanced custom reports
- Create views, tables and fields that work for YOU
- Eliminate repetitive tasks by learning to record macros

Course content

- Create custom fields and tables
- Use formulas in MS Project
- Use the filtering and grouping features
- Customise views so you see the information that you need
- Import and Export data to/from other applications
- Create macros using the macro recording features

Course overview

Enhance your MS Project skills with this one day advanced course.

Take a comprehensive look at the more complex and powerful features of MS Project. This course leans heavily on teaching you how to customise MS Project to fulfil your projects requirements.

After creating and fine tuning customised features this course will show you how to save these improvement and incorporate them into all future projects. You will also learn to share these features with other people working with MS Project.

Duration

1 day
9:30 - 16:30

Refreshments are provided on arrival, mid morning and mid afternoon. A buffet style lunch is also provided.

Book Now

Call our Sales team on
01295 253253

Experience our tried and tested training methods; have fun while you learn and most importantly - apply what you have learnt in the workplace with free support service after you have completed your training!

Other courses we offer

- Project Management
- Professional Report Writing
- What-if Analysis in Excel

What our customers say about our courses

"A very worthwhile course"

"Brilliant day with plenty of great information"

"I will be recommending this course to others"



People Productivity &
Specialist IT Training



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