



## WorkingSm@rt<sup>®</sup>

MICROSOFT  
+ Project

### Who Should Attend:

- Attendees of the Project Planning Breakthroughs program who are responsible for monitoring the execution of a project and/or have multiple projects to administer.

### What to Expect:

- Apply a streamlined entry view that complements the methods of Project Planning Breakthroughs
- Set up a Master Project list to clearly monitor the multiple project environment
- Establish a common resource pool for multiple projects
- Establish external dependencies between two or more projects
- Produce standard and customized reports
- Develop a process for tracking projects and keeping them up to date

### Format:

- 1-day workshop

### Prerequisites:

- Familiarity with Project Planning Breakthroughs is recommended
- Comfortable with Windows operating system
- Familiarity with MS Project, or at least MS Excel, is recommended

## At a Glance

Effectively and accurately transfer execution plans developed through the Project Planning Breakthroughs method into MS Project. Use your software to manage the complexities of multiple projects more efficiently and effectively through the use of common resource pools and external dependencies, along with detailed reporting and updating.

### Immediate Benefits:

- Immediately improve the application of MS Project
- Allocate and share resources, and resolve conflicts among them
- Produce reports of value, both standard and custom
- Through tracking and updating, accurately monitor multiple projects

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A Better Way To Work

For more information and to see how Priority Management can help you work smarter, contact us at:  
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