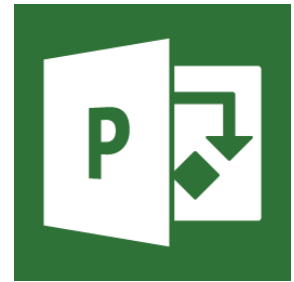# Microsoft Project
Developing a Project Under the NEC Form of Contract

Course Content

- General Overview
- Detailed Requirements
- Completion Date & Planned Completion
- Float (Total, Free & Terminal)
- Time-Risk Allowance
- Role NEC Places on the Programme
- Free Slack
- Total Slack
- Use Deadlines to Create Slack
- Adding and working with Progress Lines
- Set Project Status Date
- Add Project Line
- Update Project for Tasks that have not been Completed/Started

Course Objectives

This course is designed to show delegates how to use the programming software Microsoft Project for contracts that are carried out under the NEC form of contract.

You will need to be able to:
- Show Critical Path, Float, TRA, etc
- Create a plan that is responsive to change
- Effectively report on compensation events

This course will show you how to achieve the requirements by customising the project plan to capture the relevant information and then report on it.

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