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Advanced Project Success Techniques: Resource Management and Budgeting *with Microsoft Project®*

Target Audience:

This program is primarily designed for project leaders, project managers, project office personnel, project management support resources, and schedule analysts for organizations interested in resource planning and budgeting single or multiple project situations. The course will be of primary interest to individuals also seeking to increase their knowledge/skills in the application of the YCA Project Success Method and Microsoft Project software tool in their workplace. The audience will be limited to no less than 10, and no more than fifteen participants per session.

Prerequisites:

Participants must have completed the following YCA training programs:

- **The Project Success Method: A Proven Approach to Superior Project Performance**
- **Project Success Tool Kit Training with Microsoft Project 2000, 2002, 2003**

Our recommendation is that prior attendance of both courses have occurred within the last two years.

Training Objectives and Major Topics:

Upon completion of this training, participants will possess the knowledge/skills associated with Advanced Project Success Method process/techniques, along with advanced user skills in Microsoft Project and YCA's Advanced Utilities software, required to:

- **Determine an organization's objectives for resource/cost planning and select the appropriate method/technical approach.**
- **Define, analyze, and develop resource/cost coding structures.**
- **Select the appropriate software default/functionality options to match the business situation/culture.**
- **Direct the development and collection of resource/cost loading information.**
- **Identify, analyze, and resolve resource/cost imbalances.**
- **Apply concepts and techniques to multiple project, staffing situations.**
- **Communicate resource/cost plan options and results.**
- **Refresh their knowledge and enthusiasm for Project Success Method principles and terminology.**

Program Format:

- **Presentation/discussion of concepts with examples and exercises to reinforce learning.**
- **Hands-on use of Microsoft Project and YCA's Advanced Tools for Microsoft Project on single-, and multiple project case examples.**

Provided to Program Participants:

- **A complete course notebook is distributed, including step-by-step software user instructions.**
- **A complimentary copy of YCA's Advanced Tools for Microsoft Project is provided on compact disc. The software utility enhances the performance of the base Microsoft product including features not found in other commercially available products.**

Program Duration: 1 day (9 hours including midday lunch break)

Program Cost: \$850 per participant. Discounts available based on class location, participant volume, and/or multiple class commitments.