

OpenProj is open source software having similar functions and interface of popular MS-Project. It can be downloaded from <http://sourceforge.net/projects/openproj/>

Used By: Project Managers / Management Team

Applications: Any Industry

OpenProj project management software training topics

1. Introduction (15 Mins)

1. To Project Management
2. A word about OpenProj software (Free to use COTS equivalent; desktop product)

2. Understanding OpenProj UI interface (15 Mins)

1. Menus, Toolbars, Views, Reports, Filters, etc
2. Starting, Closing

3. Key Modules

3.1.PM Knowledge (to attend OpenProj) (90 Mins)

1. Theory knowledge on
 1. WBS, CPM, EVM, GANTT, Network Diagram etc.
 2. General Management skills or Interpersonal skills
 3. Estimation Expertise, Soft-Skills, Cost Allocation, Staffing etc
 4. Follow quality standards and organization practices and guidelines
2. Including the below listing (but not limited to)

3.2.Scope (30 Mins)

1. Define a Project Scope using WBS , WBS Dictionary
2. Define Project Phases or Milestones or Major deliverable

3.3.Time (180 Mins)

1. Define Project Calendars
2. Define Resource Calendars
3. Define Task/Activity Calendars (optional)
4. Define Tasks/Activities
5. Group Tasks and Sub Tasks (Summary)
6. Milestone tasks
7. Activity Id, Rolling-Wave Planning,
8. Task Estimation
9. Tasks Sequencing
 - a. Predecessor
 - b. Successor
 - c. Multiple Predecessor or Successor
10. Task Relationship
 - a. Start-to-Finish
 - b. Finish-To-Start
 - c. Start-To-Start
 - d. Finish-To-Finish
11. Constraints
 - a. Soft Constraints
 - b. Hard Constraints
12. Lags and Leads
13. Contingency Buffers

14. Avoid Tasks Padding
15. Critical Path Method, Floats/Slack
16. Rescheduling Remaining Tasks

3.4.Resource (45 Mins)

1. Define Resource Pool
2. Define Resource Hierarchy
3. Define Resource Availability
4. Define other Resource information
5. Work contours
6. Resource Histogram
7. Resource loading and levelling

3.5.Cost (45 Mins)

1. Define Cost Rate Table
 - a. Standard cost, Overtime, etc
 - b. Assign cost to resource (Start, Prorated, End)
2. Actual Cost

3.6.Work Performance Data & Assignment (30 Mins)

1. Project Information
2. How to update task / project
3. Project Save
4. Project Baselines
5. How and why to Clear Baseline
6. Baseline Start and Baseline Finish
7. Actual start and Finish Dates
8. Percent Completion
9. Actual cost information

3.7.Report views and perspective (60 Mins)

1. Gantt Chart
2. Network Diagram
3. Critical Tasks / Path
4. Project Summary
5. Who does what
6. Earned Value – Schedule, variance
7. Schedule performance
8. Earned Value – Cost, variance
9. Cost performance index
10. Cost Forecast (EAC, BAC, VAC)
11. Task Usage
12. Resource Usage

Note: Duration estimated subject to change

For individual and corporate inquires contact us at the below info to learn about offers!

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