

# Primaned Academy

*Education in Project Controls*

*"Get to work with confidence  
through our training courses  
in Project Controls"*



## Course Catalogue

*Study Year 2023*

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ACADEMY



## Project Controls

The Primaned Academy educates in Project Controls. topics around planning (applications), Project Controls is a relatively recent field of expertise and is developing strongly internationally. Organizations increasingly set themselves up as matrix organisations and work on a project basis. To effectively control projects, a strategy is needed and within this strategy, analytical training of employees is essential.

### Integrated approach

Project Controls includes the scheduling of work within a period. In addition, resources can be planned. In the event of a change, it must be possible to anticipate and adjust. Any risks have an effect on the feasibility of the project objectives, and therefore also on the planning. Our training courses take an integral approach when it comes to control. Here, the surrounding knowledge areas serve as a starting point. After all, effective Project Controls is a whole-team effort.

### Our training courses

The courses Scheduling Engineer, Senior Scheduling Engineer, Project Risk Expert and Project Controls Manager can be followed as a complete training programme. It is also possible to follow separate courses tailored to your own needs. Our modules focus on necessary competences for a Project Controls Professional. The courses have been completed by academics, who in addition to being teachers also work as consultants, in collaboration with our own engineers and project management consultants. In this way, we have developed practical, theoretically based, pragmatic training courses..

### More information

The training offer and calendar can be found at [www.primanedacademy.com](http://www.primanedacademy.com). If you have any questions about the courses of specific learning requirements, do not hesitate to contact us for advice.

### Roshni Bhansing MSc

Manager Primaned Academy

*"The strength of Project Controls lies in its integrated approach in mastering all its knowledge areas"*



## Meet our team of teachers



Daniel Visser



Manou IJtsma MSc



Martijn de Witte MSc



Suzanne Oudwater MSc



Michel Molenaar



dr. Stefan Hollak



drs. Roy Waasdorp



Hans Seuters



Roshni Bhansing MSc



Marijn van Essen MSc



The Primaned Academy teacher team consists of enthusiastic and driven consultants and we are proud of this. If you are interested in the areas of expertise of our consultants/ teachers, please contact us at: [academy@primaned.com](mailto:academy@primaned.com)



*"Have the overview to proactively alert the team about the impact of a change or delay in the project"*



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# Training program: Scheduling Engineer

You work within a project organisation and are involved in drawing up, following up or assessing schedules. How does this enable a project to be controlled and steered within the preconditions of scope, time and cost? You not only learn to use the planning application to make a good planning, but you also learn to fully understand it so that you are never faced with surprises. You will also learn which KPIs, reports and dashboards you can use to report effectively to your project stakeholders. You learn to create insight into the actual progress and forecast of the project portfolio, for example with Earned Value techniques. These and many other topics are covered in our Scheduling Engineer training programme.



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REMOTE



5-7 DAYS

## Scheduling Engineer Programme

- Principles of Project Controls
- The Art of Setting up the WBS
- Critical Path Method & Scheduling Best Practices
- In-depth tool training\*
- Effective Communication in Project Controls
- Closure with the Project Scheduling Game

## Choose your planning tool\*

- Oracle Primavera Cloud
- Microsoft Project
- Oracle Primavera P6 Professional\*



## Requirements

There are no specific prior knowledge required for this course. Please note, however, that we provide the training at higher vocational education level.



## Certificaat

After completing this training module you will receive a Primaned Academy certificate.



# Training program: Senior Scheduling Engineer

You have been working in a project organisation for some time and are familiar with the basic principles of scheduling and project control, but are curious how you can expand your knowledge further to gain new insights and thus increase the maturity of your organisation in terms of project control. What is a strategic planning set-up and how do you manage the interfaces and steer the execution from the planning? How do you create insight into the actual progress and forecast of the project portfolio? How do Earned Value techniques contribute to this? These and many other topics are covered in our training programme for Senior Scheduling Engineer. The programme can also be extended with more in-depth knowledge of Cost, Risk and/or Change.



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REMOTE



4 DAYS

## Senior Scheduling Engineer Programme

- Earned Value Management
- Integral Planning Management
- Expert planning tool of your choice\*

## Choose your planning tool\*

- Oracle Primavera Cloud- Expert (modules tailored to needs)
- Oracle Primavera P6 Professional-Expert
- Microsoft Project Online- Expert



## Requirements

For this course it is required that you have mastered the basic principles of scheduling and Project Controls and have a practical experience with the relevant scheduling tool (minimum 6 months). The Scheduling Engineer course is the ideal preparatory training for this training. Is project control part of your responsibilities, but you don't work with a planning application? Then the Project Controls Manager course might be more suitable for your learning goals.



## Certificate

After completing this course you will receive a Primaned Academy certificate.



## Recommended additions

- Project Cost Planning & Control
- Project Risk Management
- Change Control & Claim Analysis



# Training program: Project Risk Expert

You work within a project organisation and are involved in assessing, processing and analysing project risks. How do you behave within a project team and how do you know how to ask the right questions? How do you convert a risk register into a risk matrix in order to further prioritise risks? What are the advantages and necessities of carrying out a probabilistic, quantitative risk analysis? In this course, you not only learn the theoretical framework, but you also get to work interpreting the results of the risk analysis and communicating them correctly to a project team by using distribution graphs, tornado charts, scatterplots, and calculating buffers, contingencies, scenario analyses and weather calendars, among other things.



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REMOTE



2-3 DAYS

## Project Risk Expert Programme

- Project Risk Management
- Schedule Risk Analysis with software of your choice\*

## Choose your Risk planning tool\*

- Safran Risk
- OPC Risk App
- Oracle Primavera Risk Analysis



## Requirements

There aren't specific prerequisites for this course. However, it is recommended that you master the basic principles of scheduling and Project Controls, and have practical experience with the relevant scheduling tool. The Scheduling Engineer course is the ideal preparatory training for this training programme.



## Certificate

After completing this course you will receive a Primaned Academy certificate.





# Training program: Project Controls Manager

You work within a project organisation and project control is part of your responsibilities. Although planning is not part of your responsibilities, it is essential that you master the principles and are able to use them to steer the project portfolio and the organisation. With this programme, you will learn everything you need to set up a PMO organisation or strategy with effective KPIs, reports and dashboards for your internal and external stakeholders, while being well prepared for changes and possible claims in a project. You will learn all this and more in our training programme for Manager Project Controls. This programme can be expanded with various supplements to deepen your knowledge of Risk, Cost and Earned Value Management.



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REMOTE



4 DAYS

## Project Controls & Scheduling Essentials

- Project Controls & Scheduling Essentials
- Integral Planning Management
- Effective communication in Project Controls
- Change Control & Claim Analysis



## Requirements

There are no specific prior knowledge required for this course. Please note, however, that we provide the training at higher vocational education level. Do you work with planning applications on a daily basis and would you like to develop further in this field? If so, the Scheduling Engineer or Senior Scheduling Engineer programmes might better suit your learning objectives.



## Certificate

After completing this training module you will receive a Primaned Academy certificate.



## Recommended additions

- Project Cost Planning & Control
- Project Risk Management
- Earned Value Management



# Principles of Project Controls

What does Project Controls mean? What is the relationship between Project Controls and project management? What are the benefits of Project Controls for a project organisation? Which conditions are essential for a project organisation for the effective implementation of Project Controls? These questions are key in the Principles of Project Controls training module, the ideal start to your education in Project Controls.



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REMOTE



0.5 DAY

## Subjects

- Challenges of the Project Controls profession
- Definitions and terms of Project Controls
- Baseline and update cycle
- Areas of expertise of Project Controls
- Project Controls techniques
- Reporting and influencing



## Requirements

No specific prior knowledge is required for this training module. We advise you to follow this course in combination with 'The Art of setting up the WBS' (*which are planned together on 1 day*).



## Certificate

After completing this training module you will receive a Primaned Academy certificate.



## Part of the Scheduling Engineer education programme

This training can be followed separately or as part of the education Scheduling Engineer course. Please visit [www.primanedacademy.com](http://www.primanedacademy.com) for the possibilities or contact us.



# The Art of Setting up the WBS

The Work Breakdown Structure (WBS) forms the backbone of an integrated schedule. How do you set up an effective WBS? Should you choose a product-oriented or action-oriented WBS? In this module, the most important theoretical background of setting up a WBS is discussed, after which participants themselves get to work translating a schedule of requirements into an adequate and effective Work Breakdown Structure.



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REMOTE



0.5 DAY

## Subjects

- Using a PBS and/or WBS
- Setting up an effective WBS
- Work-oriented vs. product-oriented WBS
- Preparing work packages



## Requirements

Although no specific prior knowledge is required, we recommend completing this course in combination with 'Principles of Project Controls' (*which are planned together on 1 day*).



## Certificate

After completing this training module you will receive a Primaned Academy certificate.



## Part of the Scheduling Engineer programme

This training can be followed separately or as part of the education Scheduling Engineer course. Please visit [www.primanedacademy.com](http://www.primanedacademy.com) for the possibilities or contact us.



# Critical Path Method & Scheduling Best Practices

In a network schedule, you show the relations between the various activities in your project. In this module, you learn to understand the various types of activities and relations, and to use smart relations to set up an effective network schedule. You also learn to master the calculation method used to calculate the critical path (Critical Path Method) and floats. Milestones, constraints, lags and other network scheduling terms are covered. This module prepares you to use planning software in accordance with the best practices of network scheduling.



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REMOTE



1 DAY

## Subjects

- What type of activities are known
- What type of relationships can be used
- How does the calculation of a network take place
- What is slack and what slack do we know
- What is the critical path and what are critical activities
- Resource load and load leveling
- Practical examples and tips of good network planning and the progress



## Requirements

No specific prior knowledge is required for this training module.



## Certificate

After completing this training module you will receive a Primaned Academy certificate.



## Part of the Scheduling Engineer programme

This training can be followed separately or as part of the education Scheduling Engineer course.

Please visit [www.primanedacademy.com](http://www.primanedacademy.com) for the possibilities or contact us.





# Project Cost Management

How do you progress from a cost estimate to a budget for your project? How do you manage the costs of your work packages based on a Cost Breakdown Structure and Control (Cost) Accounts? What can you do with Cash Flow statistics? These questions are answered in the Project Cost Planning & Control module. Attention is also devoted to the basic financial knowledge required for Cost Control in an integrated schedule. The Earned Value Management module connects well with this module.



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REMOTE



1 DAY

## Subjects

- Cost Breakdown Structure and Control Accounts
- Basic financial knowledge relevant for Cost Control
- Cost estimates
- Budgeting
- Cash Flow
- Cost Control (control and follow-up)



## Requirements

This training can be followed separately without specific prior knowledge. A general background in project management and experience with a planning tool is recommended.



## Certificate

After completing this training module you will receive a Primaned Academy certificate.



## Part of the education programmes

This training can be followed separately or in addition to the Senior Scheduling Engineer or Project Controls Manager training. Please visit [www.primanedacademy.com](http://www.primanedacademy.com) for the possibilities or contact us.



# Earned Value Management

The Earned Value Management (EVM) method is a powerful way of understanding the actual progress within projects. It is a standard international method, which combines time planning with costs. Using this method, you can assess both the financial health and the progress of the project in a transparent manner. Did you know that EVM can also be used effectively without using costs in your planning? This module discusses the definitions, calculation methods and Best Practice reports of EVM. This module connects well with the training module Project Cost Planning & Control.



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REMOTE



1 DAY

## Subjects

- Benefits and motivations of EVM
- EVM definitions (planned value, actual costs, earned value etc.)
- EVM calculations and diagrams
- Learning to interpret and use EVM indices (CPI, SPI)
- Using EVM to predict further project progress
- Organisational processes necessary for EVM



## Requirements

No specific prior knowledge is required for this training module. A general background in project controls and experience with a planning tool are recommended. This module connects well with the Project Cost Planning & Control.



## Requirements

After completing this training module you will receive a Primaned Academy certificate.



## Part of the Project Controls education programmes

This training can be followed separately or in addition to the Senior Scheduling Engineer or Project Controls Manager training. Please visit [www.primanedacademy.com](http://www.primanedacademy.com) for the possibilities or contact us.



# Project Risk Management

All projects involve risks. It is important not just to respond adequately to unexpected events, but also to identify risks and to mitigate them if possible. In this module, you learn the requirements of a good risk register. Which role should you adopt within a project team, and how do you know which questions to ask? How can you transform a risk register into a risk matrix, to further prioritise the risks? You also learn the benefits and requirements of carrying out a probabilistic, quantitative risk analysis.



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REMOTE



1 DAY

## Subjects

- Benefits of project risk management
- Risk matrix and concept of risk scoring, behaviour and registry
- Qualitative risk analysis
- The benefits of probabilistic and quantitative analysis
- Prioritising and mitigation



## Requirements

This training module can be followed without specific prior knowledge. A general background in project management and experience with a planning tool is recommended.



## Requirements

After completing this training module you will receive a Primaned Academy certificate.



## Part of the Project Risk Expert education programme

This training can be followed separately or in addition to the Project Risk Expert training. Please visit [www.primanedacademy.com](http://www.primanedacademy.com) for the possibilities or contact us.



# Schedule Risk Analysis (with PRA)

Clients and projects increasingly require a quantitative risk analysis. In this module, you learn to understand all aspects of probabilistic planning in the Primavera Risk Analysis (PRA) software package, based on practically-oriented examples and cases. As well as importing and checking a schedule, you add uncertainties and risks to the schedule. You learn to interpret the outcomes of the risk analysis and to communicate these to a project team in the correct manner using distribution diagrams, tornado diagrams and scatter plots etc. Other subjects covered include calculating buffers, scenario analyses and weather calendars. This module closely connects with the PPI (Project Planning Infrastructure) method used by Rijkswaterstaat (Dutch).



CLASSROOM

## Subjects

- Importing the schedule and carrying out a schedule check
- Adding uncertainties
- Preparing and/or importing a risk register
- Reporting with distribution, tornado and scatterplot charts
- Probabilistic cash flows
- Modelling weather forcing
- Pre-and post-mitigation schedules and other reporting capabilities



2 DAYS



## Requirements

A good basic knowledge of scheduling is required for this training, preferably Oracle Primavera P6 Professional.



## Certificate

After completing this training module you will receive a Primaned Academy certificate.



## Part of the Project Risk Expert education programme

This training can be followed separately or in addition to the Project Risk Expert training. Please visit [www.primanedacademy.com](http://www.primanedacademy.com) for the possibilities or contact us.



## Software version

Primavera Risk Analysis 8.7 is used in this training module.





# Schedule Risk Analysis (with Safran)

Clients and projects increasingly require a quantitative risk analysis. In this module, you learn to understand all aspects of probabilistic planning in the Primavera Risk Analysis (Safran) software package, based on practically-oriented examples and cases. As well as importing and checking a schedule, you add uncertainties and risks to the schedule. You learn to interpret the outcomes of the risk analysis and to communicate these to a project team in the correct manner using distribution diagrams, tornado diagrams and scatter plots etc. Other subjects covered include calculating buffers, scenario analyses and weather calendars. This module closely connects with the PPI (Project Planning Infrastructure) method used by Rijkswaterstaat (Dutch).



CLASSROOM

## Subjects

- Importing the schedule and carrying out a schedule check
- Adding uncertainties
- Preparing and/or importing a risk register
- Reporting with distribution, tornado and scatterplot diagrams
- Probabilistic cash flows
- Modelling weather-related losses
- Pre-mitigation and post-mitigation schedules and other reporting options



2 DAYS



## Requirements

A good basic knowledge of scheduling is required for this training. This training fits in well with the Project Risk Management module.



## Certificate

After completing this training module you will receive a Primaned Academy certificate.



## Part of the Project Controls education programme

This training module is part of the *Risk* specialisation. This course can also be followed separately. See [www.primanedacademy.com](http://www.primanedacademy.com).



## Software version

Safran Risk Analysis 7.3x. is used in this training module.



# Risk Management with Oracle Primavera Cloud

Using practical examples, the participant will gain insight into the Risk App, how it interacts with the Scheduling App and how it can support the risk management process. You will learn about the risk register and how it can be used in a manageable way by all team members.

Aside from recording risks and control measures, you will also learn about the aspects of probabilistic schedules available in OPC Risk. This is based on practical examples and case studies in which you will include uncertainties and risks in the project risk model.



CLASSROOM

## Subjects

- Setting up risk matrices within Programmes and Projects
- Definition of the risk register
- Probabilistic Planning
- Analysing Preliminary training



1 DAY



## Requirements

A good basic knowledge of scheduling is required for this training, preferably Oracle Primavera Cloud. It is also possible to follow this training as part of the programme Project Risk Expert.



## Certificate

After completing this course you will receive a Primaned Academy certificate.



## Part of the Project Risk Expert education programme

This training can be followed separately or in addition to the Project Risk Expert training. Please visit [www.primanedacademy.com](http://www.primanedacademy.com) for the possibilities or contact us.



## Software version

The latest version of OPC is always used during the training. The training database is provided by the Primaned Academy.



# Integral Planning Management

Projects involve various stakeholders, both internal and external, e.g. contractors, subcontractors and clients. In addition, a project may involve multiple departments, for example engineering, purchasing and construction. How do you work together at all these different levels, and how do you arrive at an integrated schedule? This module also covers the various interfaces between these different domains.



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REMOTE



1 DAY

## Subjects

- Contract and Project Controls strategy
- Plan-the-Plan
- Identifying scope and stakeholder
- Interface management
- Planning levels
- Planning Workshops



## Requirements

This module can be completed separately without specific prior knowledge. A general background in project controls and experience with a planning tool are recommended.



## Certificate

After completing this training module you will receive a Primaned Academy certificate.



## Part of the Project Controls education programmes

This training can be followed separately or in addition to the Senior Scheduling engineer or Project Controls Manager training. Please visit [www.primanedacademy.com](http://www.primanedacademy.com) for the possibilities or contact us.



# Effective Communication in Project Controls

During this training module, we learn you how to develop effective (project) communication within your project organisation in 6 steps. This includes profiling your stakeholders, defining communication activities, and setting up effective KPIs, reports and dashboards. You also learn how communication styles have influence on what information is passed on and absorbed. Lastly, we discuss how the organisational structure and project governance supports effective communication.



CLASSROOM &  
REMOTE



1 DAY

## Subjects

- Communication within project organisation structures
- The principles of good project governance
- Stakeholder management and profiling
- Choosing the right communication goals and means
- Preparing a communication plan and communication baseline
- Setting up KPIs, reports and dashboards



## Requirements

No specific prior knowledge is required for this training module. A general background in project controls and experience with a planning tool are recommended.



## Certificate

After completing this training module you will receive a Primaned Academy certificate.



## Part of the Project Controls education programmes

This training can be followed separately or in addition to the Senior Scheduling Engineer or Project Controls Manager training. Please visit [www.primanedacademy.com](http://www.primanedacademy.com) for the possibilities or contact us.





# LEAN Scheduling

In LEAN Scheduling, the focus is on continuous improvement and eliminating 'waste' from planning. But how can LEAN sessions be successfully facilitated? This interactive and hands-on training will take a comprehensive look at applying LEAN thinking to scheduling with a fun and educational case study.

Primaned Academy has linked the principles of LEAN to scheduling by relating the concept to the integration of planning levels. Naturally, the development, added value and best practices of LEAN Scheduling as an Agile methodology are covered. Furthermore, the roles and elements involved and how this fits within the planning process (including baseline management and progress cycle) are discussed.



CLASSROOM &  
REMOTE



1 DAY

## Subjects

- The Agile umbrella
- Philosophy of LEAN Scheduling
- LEAN Session
- Documentation
- Team effort
- Continuous improvement process
- LEAN Scheduling case



## Requirements

This training can be followed separately without specific prior knowledge. However, it is recommended that you master the theory of Critical Path Method & Scheduling Best Practices.



## Certificate

After completing this course you will receive a Primaned Academy certificate.



## Part of the Project Controls education programmes

This training can be followed separately or in addition to the Scheduling engineer Training. Please visit [www.primanedacademy.com](http://www.primanedacademy.com) for the possibilities or contact us.



## Software version

The latest version of OPC is always used during training. The training database is provided by the Primaned Academy.



# Change Control & Claim Analysis

One thing is certain when a project starts: not everything will go according to plan. Changes will always arise. These may be changes to the schedule, to the baseline, the contract, or even to the original business plan. How do you deal with these changes, and how do you make sure you stay in control? How do you determine whether a delay or change will lead to a claim? And how big will that claim be? How do you ensure that a claim does not lead to a conflict between, for example, the contractor and the client, and how do you ensure you are in a strong position if a conflict arises? These key questions are covered in this module.



CLASSROOM &  
REMOTE



1 DAY

## Subjects

- Identificatie van issues en changes
- Contract en Baseline
- Projectadministratie
- Change Control
- Claim Management
- Delay analysis technieken toepassen



## Requirements

This course can be followed separately without specific prior knowledge. A general background in project controls and experience with a planning tool are recommended.



## Certificate

After completing this training module you will receive a Primaned Academy certificate.



## Part of the Project Controls education programme

This training module is part of the *Claim* specialisation. This course can also be followed separately. See [www.primanedacademy.com](http://www.primanedacademy.com) for the options or contact us.



# Project Scheduling Game

As part of the Education Scheduling Engineer Course, the Project Scheduling Game can be taken.

During the Project Scheduling Game, you take on your fellow contestants player-by-player in setting up a project schedule. The objective of the game is to make your fictitious project organisation profitable by planning wisely. Of course, limited resources, risks and the behaviour of your fellow players are factors that make the game more difficult round after round. By not making planning mistakes and making the right decisions under time pressure, you will become the winner of this game. Also, this is a good way to exchange project controls experiences with the other participants.



CLASSROOM &  
REMOTE

## Subjects

The programme is made up of theory and game rounds, with each round bringing a new challenge and therefore more difficult. By planning well and bidding smartly, can you make a profit with your fictitious company?



1 DAY



## Requirements

The project scheduling game can be followed in without specific prior knowledge, but a general background in project control and Critical Path Method & Scheduling Best Practices is recommended. This game is offered free of charge to complete the education Scheduling Engineer.



## Certificate

After completing this course you will receive a Primaned Academy certificate.



# Oracle Primavera P6 Professional

Primaned has decades of experience with the implementation and training in the use of Primavera. This training has been developed together with our planning engineers and technical consultants. Good planning is much more than just “bar racking”. In this module you will learn how to properly handle the software, also what a planner needs to be able to make a good planning. You will learn how to create a project yourself, including activities, relationships, schedules, resources and progress, based on a case that is interwoven with the manual we have written.



CLASSROOM &  
REMOTE



4 DAYS

## Subjects

- Creating and setting up a project
- Structuring the work in your project
- Fill in all the tasks that need to be planned and executed in the project
- Define and allocate the resources you need to get the work done
- Entering progress calculating the project
- Analysing activities, resources and costs with a baseline
- Providing insight through reporting where you determine the content through filters, grouping and sorting



## Requirements

No specific prior knowledge is required for this training module. However, a good understanding of the theory of network scheduling (critical path method) is recommended.



## Certificate

After completing this training module you will receive a Primaned Academy certificate.



## Part of the Scheduling Engineer programme

This training can be followed separately or as part of the education Scheduling Engineer course. Please visit [www.primanedacademy.com](http://www.primanedacademy.com) for the possibilities or contact us.



## Software version

Oracle Primavera P6 Professional R.20.12.3 is used in this course. This module is also suitable for newer releases and older versions from 8.X.



# Oracle Primavera P6 Professional - Expert

You have used Oracle Primavera P6 Professional for some time, and your basic knowledge includes preparing a dynamic network schedule with activities and relationships. But what do all the different activity and duration types mean? How can I generate Earned Value S-curves based on the project progress? This module goes in-depth, while taking account of the Best Practices of Project Controls. Primaned has more than 30 years' experience in implementing and training in Primavera, and this module is based on those years of practical experience. In this two-day module, there is also time for any specific questions you may have, and you can learn optimally from the tutor's practical experience and expertise.



CLASSROOM &  
REMOTE



2 DAYS

## Subjects

- Activities and relationships
- Reflection Project
- Layout
- Multi-Project Scheduling and advanced Schedule options
- User Defined Fields
- Global Change
- Resources
- Baselines
- Percent Complete Types
- Earned Value S-curves
- Import of XER, Excel and Microsoft Project files
- Progress methodsn



## Requirements

This training module requires a good basic knowledge of Oracle Primavera P6 Professional as well as (at least 6 months') practical experience with this software.



## Certificate

After completing this training module you will receive a Primaned Academy certificate.



## Part of the Senior Scheduling Engineer programme

This training can be followed separately or as part of the education Senior Scheduling Engineer course. Please visit [www.primanedacademy.com](http://www.primanedacademy.com) for the possibilities or contact us.



## Software version

Oracle Primavera P6 Professional R.20.12.3 is used in this course. This module is also suitable for newer releases and older versions from 8.X.



# Oracle Primavera P6 EPPM - Functional Application Management

Primavera P6 is a very extensive and often business-critical application. The functional application admins of the Primavera P6 environment are often involved with configuring the software to match the organisation's operating environment during the implementation process. This module has been developed to allow you to learn how business and project structures can be created. This module teaches all necessary skills to allow an administrator to derive as much functionality from the software package as possible.



CLASSROOM &  
REMOTE



1 DAY

## Subjects

- What is Functional Application Management
- The role of the Primavera Functional Application Manager
- Creating an EPS (Enterprise Project Structure)
- Defining and modifying project and activity codes
- Global configuration items (layouts, filters, calendars)
- User authorisation and rights profiles
- Application settings



## Requirements

This training module requires a good basic knowledge of Oracle Primavera P6 (Professional).



## Certificate

After completing this training module you will receive a Primaned Academy certificate.



## Software version

The training module and manual are designed for Primavera P6 EPPM R8.4 and more recent versions.





# Oracle Primavera Cloud

Oracle Primavera Cloud (OPC) is a multi-user and multi-project solution for integral project management. It supplies a complete collaborative environment for projects, project portfolios and lean scheduling. The Primavera Cloud solution helps your organization to gain insight and control of all work, improving decision-making and alignment according to the organizational strategy and maximize the use of resources, which you can use to measure and help to improve the operational effectiveness.



CLASSROOM &  
REMOTE



3 DAY

## Subjects

- Create and update baselines
- Progress
- Define & Assign Tasks
- Resource Assignment List
- Resource Analysis view
- Assigning Roles and Resources
- Coding and Configured Fields
- Working with the Activities
- Workspaces and Projects
- Programs & Layouts
- Program/ Project usage profile



## Requirements

No specific prior knowledge is required for this training module. However, a good understanding of the theory of network scheduling (critical path method) is recommended.



## Certificate

After completing this training module you will receive a Primaned Academy certificate.



## Part of the Scheduling Engineer programme

This training can be followed separately or as part of the education Scheduling Engineer course. Please visit [www.primanedacademy.com](http://www.primanedacademy.com) for the possibilities or contact us.



## Software version

The latest version of OPC is always used during the training. The training database is provided by the Primaned Academy.



# Oracle Primavera Cloud-Expert

This training can be followed separately or in addition to the Project Risk Expert training. Please visit [www.primanedacademy.com](http://www.primanedacademy.com) for the possibilities or contact us.

## Subjects



CLASSROOM &  
REMOTE



DAY



Requirements



Certificate



Part of the Scheduling Engineer programme



Software version



# Oracle Primavera Cloud - Functional Application Management

Primavera Cloud is a very comprehensive planning platform and a mostly mission-critical application. The functional application manager of the Primavera Cloud environment is often already involved in configuring the software during the implementation process. This module explains how the main structures of the environment are set up and managed, and how the environment can be adapted to specific organisational needs. The aim of this module is for the functional application manager to extract the highest possible functionality from the software package.



CLASSROOM &  
REMOTE



1 DAY

## Subjects

- What is Functional Application Management?
- The role of the Primaned Functional Application Manager.
- Creating a workspace structure.
- Defining and modifying project and activity codes.
- Managing global configurations (views, filters, calendars).
- Access management (permission sets, user profiles and project teams).
- Application settings.
- Using reporting.



## Requirements

This course requires a good basic knowledge of Oracle Primavera Cloud.



## Certificate

After completing this training module you will receive a Primaned Academy certificate.



## Software version

The latest version of OPC is always used during the training. The training database is provided by the Primaned Academy.



# Microsoft Project

Microsoft Project is a planning tool that allows you to work in a relatively simple way based on the Office experience that most users have. However, which options must be enabled or disabled to plan in accordance with the Best Practices of Project Controls? How do you create and assign resources? What is the best way to input progress and re-schedule? And what are the benefits of effectively using baselines and the various Gantt Chart visualisations? This module is more than a computer course: based on a case, linked to the manual we have developed, you learn to master both the tool and the theory.



CLASSROOM &  
REMOTE



2 DAYS

## Subjects

- Creating a project and WBS
- Filters and layout
- Creating activities and relationships
- Resources and levelling
- Calenders and constraints
- Scheduling
- Baselines
- Custom fields
- Inputting and analysing progress



## Requirements

This course can be followed separately without specific prior knowledge. However, a good understanding of the theory of network scheduling (critical path method) is recommended.



## Certificate

After completing this training module you will receive a Primaned Academy certificate.



## Part of the Scheduling Engineer programme

This training can be followed separately or as part of the education Scheduling Engineer course. Please visit [www.primanedacademy.com](http://www.primanedacademy.com) for the possibilities or contact us.



## Software version

The course and manual have been designed for Project Professional 2013. This module is also suitable for the versions 2010, 2016 and 2019 on-premise solutions. The manual is written for the English-language version of the software.



# Microsoft Project Online - Expert

It comes as no surprise to you that it is possible to carry out extensive (project) planning within Microsoft Project. You already work with Microsoft Project and wish to learn the finer details of, for example, checking existing schedules or creating reports. This in-depth training allows participants to become familiar with the advanced features of Microsoft Project, such as multi-project management and the use of macros. The added value of Primaned is not just our expertise and experience, but also that we implemented the Best Practices of Project Controls in the training module.



CLASSROOM &  
REMOTE



2 DAYS

## Subjects

- Consolidated project schedules
- Resource pool
- Reports
- Using the Organizer
- Templates
- Custom filters, groups and fields
- Recording and Playing Macros
- Tips & Tricks



## Requirements

This training module requires a good basic knowledge of Microsoft Project as well as (at least 6 months') practical experience with this software.



## Certificate

After completing this training module you will receive a Primaned Academy certificate.



## Part of the Senior Scheduling Engineer programme

This training can be followed separately or as part of the education Senior Scheduling Engineer course. Please visit [www.primanedacademy.com](http://www.primanedacademy.com) for the possibilities or contact us.



## Software version

The course and manual have been designed for Project Professional 2019. This course is also suitable for the versions 2010, 2013, 2016 (only reporting functionalities deviate) and other Project 2019- on premise solutions. The manual is written for the English-language version of the software.



# PMWeb End-user

PMWeb is a web-based Capital Project Management Software solution for managing the complete life cycle of a project/asset in the portfolio. PMWeb is a modular solution, which consists of modules including Portfolio Planning, Cost Management, Asset Management, Visual Workflow, Scheduling, Document Manager and many other features.

Because the tool is modular in nature, the content of the training programme is greatly dependent on the configuration used by the client. As such, the End User training programme is also modular to allow it to be adapted to the configuration and needs of the client. The length of the training programme is dependent on the subjects to be covered. Would you prefer a tailor-made end-user training programme? Then please contact us.



CLASSROOM & REMOTE



4 DAYS

## Subjects

- Portfolio Planning
- Visual workflow
- Engineering Forms
- Document Manager
- Site Management
- Custom Forms & Reporting
- Cost Management
- Scheduling
- Asset/Facility Management
- Timesheets
- Collaboratio



## Requirements

This training module can be completed separately without specific prior knowledge, and is also suitable for new users. Knowledge of the business processes supported by PMWeb is an advantage.



## Certificate

After completing this course you will receive a Primaned Academy.



## Software version

PMWeb version 6.0.03 is used in this training module. This course is also suitable for newer releases and older versions. The manual is written for the English-language version.





# PMWeb Functioneel Admin

PMWeb is a web-based Capital Project Management Software solution for managing the complete life cycle of a project/asset in the portfolio. PMWeb is a modular solution, which consists of modules including Portfolio Planning, Cost Management, Asset Management, Visual Workflow, Scheduling, Document Manager and many other features. The modules, fields, lists, forms, codes, currencies, forms and reports used can be adapted to the client's needs. As such, in addition to user management, the functional administration of the tool requires knowledge of how these configured fields can be managed effectively. During this training course, you learn to understand the structure and configuration of the tool, and subsequently to manage these effectively. The length of the training programme is dependent on the subjects to be covered. Would you prefer a tailor-made functional admin course? Then please contact us.



CLASSROOM &  
REMOTE



2 DAYS

## Subjects

- Cost Codes
- Portfolio Settings
- User Management
- Custom Forms & PMWeb
- PMWeb reports
- Document Manager
- Integration Manager
- Lists
- Workflows
- Stage gates
- Periods
- Currencies
- User Defined Fields
- Admin Page



## Requirements

It is recommended that functional administrators first complete the end-user training module, so that they also understand the user side of PMWeb.



## Certificate

After completing this course you will receive a Primaned Academy.



## Software version

PMWeb version 6.0.03 is used in this course. This training module is also suitable for newer releases and older versions. The manual is written for the English-language version.







# Courses Study Year 2023

## Training programmes

- Scheduling Engineer
- Senior Scheduling Engineer
- Project Risk Expert
- Manager Project Controls

## Training courses

- Principles of Project controls
- The Art of Setting up the WBSS
- Critical Path Method & Scheduling Best Practices
- Project Cost Planning & Control
- Earned Value Management
- Project Risk Management
- Schedule Risk Analysis (with PRA)
- Schedule Risk Analysis (with Safran)
- Risk management with Oracle Primavera Cloud
- Integral Planning Management
- Effective Communicatie in Project Controls
- LEAN Scheduling
- Change Control & Claim Analysis
- Project Scheduling Game
- Oracle Primavera P6 Professional
- Oracle Primavera P6 Professional - Expert
- Oracle Primavera P6 EPPM - Functional Application Management
- Oracle Primavera Cloud
- Oracle Primavera Cloud - Expert
- Oracle Primavera Cloud - Functional Application Management
- Microsoft Project
- Microsoft Project Online - Expert
- PMWeb End-user
- PMWeb Functional Admin

## Training types

Primaned Academy offers companies made-to-measure training for teams and professionals in the field of Project Controls. In addition to the training modules above, we also deliver tailor-made support for usage of Oracle Primavera P6 Professional, Microsoft Project, PMWeb, Oracle Primavera Cloud, Safran Risk and Primavera Risk Analysis software packages.

## Primaned Academy LinkedIn

Follow us on LinkedIn for the latest news and blog posts about Project Controls, and add us to your Education on your LinkedIn profile.

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