Project Scheduling with Primavera P6 and MS Project Training Course

14 - 18 Dec 2026

Tokyo

5800 € (Per Person)

Ref: #CON3013_61593

Course Introduction / Overview:

This training course is designed to equip project managers, planners, and engineers with the strategic and technical skills needed to master project scheduling using industry-leading software like Primavera P6 and MS Project. In today's complex and fast-paced environment, the ability to create, monitor, and manage a robust project timeline is a critical factor in project success. This program, offered by BIG BEN Training Center, provides a comprehensive framework for understanding the core principles of schedule management, from various planning techniques and resource allocation to progress tracking and risk analysis. We will explore key concepts such as the Critical Path Method (CPM), Earned Value Management (EVM), and schedule optimization. The curriculum is informed by the academic work of authors like Harold Kerzner, whose book, Project Management: A Systems Approach to Planning, Scheduling, and Controlling, provides a foundational and detailed understanding of the principles behind effective project delivery. This course goes beyond a simple software tutorial to provide a deep understanding of how to implement real-world solutions that ensure project timelines, cost control, and operational continuity. We prepare participants to be leaders who can build more efficient and profitable project initiatives.

Target Audience / This training course is suitable for:

- Project managers.
- Project planners and schedulers.
- Engineers and architects.
- Construction managers.
- Consultants.
- Contracts managers.
- Business analysts.
- Government agencies and equivalents.

Target Sectors and Industries:

- Construction.
- Energy and Utilities.
- IT and Technology.
- Defense and Aerospace.
- Engineering and Consulting.
- Oil and Gas.
- Manufacturing.
- Government and public administration agencies.

Target Organizations Departments:

- Project Management Office (PMO).
- Planning and Scheduling.
- Engineering.
- Operations.
- Business Development.
- Finance and Cost Control.
- Strategic Planning.
- IT.

Course Offerings:

By the end of this course, the participants will have able to:

- Master the use of Primavera P6 and MS Project.
- Develop a detailed project schedule.
- Apply the Critical Path Method (CPM).
- Perform accurate resource allocation.
- Conduct effective progress tracking.
- Perform Earned Value Management (EVM).
- Analyze and mitigate schedule risks.
- Create professional project reports.

Course Methodology:

This training course uses a highly practical and case-study driven methodology. The program is built on real-world examples of successful and challenging project schedules. Participants will work in teams to develop a complete project schedule for a hypothetical project using Primavera P6 and MS Project, applying the tools and frameworks learned in the course. We will use interactive workshops to practice skills like resource loading and progress updating. The curriculum is designed to be a collaborative experience where participants can share their unique challenges and innovative solutions. Our trainers, with extensive experience in the field, will provide direct feedback and guidance throughout the course. BIG BEN Training Center is committed to providing a dynamic and practical learning environment, ensuring that participants leave with the skills and confidence to effectively manage project timelines.

Course Agenda (Course Units):

Unit One: Foundations of Project Scheduling

- The importance of a project schedule.
- Key concepts in scheduling: WBS, activities, dependencies.
- Introduction to Primavera P6 and MS Project.
- Navigating the software interface.
- Creating a Work Breakdown Structure (WBS).
- Setting up a new project file.
- Understanding project calendars.

Unit Two: Creating the Project Schedule

- Adding and organizing project activities.
- Assigning activity durations.
- Defining activity relationships and dependencies.
- Understanding different dependency types.
- Introduction to the Critical Path Method (CPM).
- Identifying the critical path.
- Scheduling techniques and best practices.

Unit Three: Resources and Cost Management

- Defining and assigning resources.
- Resource loading and leveling.
- Understanding cost accounts.
- Cost management within the software.
- Earned Value Management (EVM).
- Analyzing performance with EVM.
- Reporting on cost and schedule performance.

Unit Four: Monitoring and Updating the Schedule

- Baselines and their importance.
- Progress updating techniques.
- Entering actual start and finish dates.
- Analyzing variances from the baseline.
- Revising the project schedule.
- Forecasting project completion.
- Advanced progress tracking methods.

Unit Five: Reporting and Advanced Techniques

- Generating professional project reports.
- Customizing views and layouts.
- Exporting and importing data.
- Schedule optimization.
- What-if scenario analysis.
- Advanced risk analysis.
- Integration with other systems.

FAQ:

Qualifications required for registering to this course?

There are no requirements.

How long is each daily session, and what is the total number of training hours for the course?

This training course spans five days, with daily sessions ranging between 4 to 5 hours, including breaks and interactive activities, bringing the total duration to 20 - 25 training hours.

Something to think about:

How can a deeper understanding of advanced project scheduling techniques and a mastery of industry-standard software empower professionals to move beyond simple task tracking and become strategic leaders in ensuring project success and profitability?

What unique qualities does this course offer compared to other courses?

This training course is unique because it provides a dedicated, strategic focus on project scheduling using both Primavera P6 and MS Project. While other programs may focus on just one tool, our curriculum is designed to empower professionals with the skills needed to use both, giving them a more comprehensive and versatile skillset. The program is hands-on experience, with exercises that directly simulate the challenges and decisions involved in a real-world project schedule. We go beyond a simple software tutorial to provide a clear, actionable roadmap for balancing the demands of a complex project with the imperative of delivering a successful project on time and within budget. This course is for professionals who want to lead their organizations toward a more efficient, profitable, and innovative future.