

P6 Enterprise Project Portfolio Management Essentials— Exam Study Guide

The *Primavera P6 Enterprise Project Portfolio Management Essentials Exam Study Guide* is designed to highlight the training options mapped to each exam topic to guide students in their preparation to pass the [Primavera P6 Enterprise Project Portfolio Management Essentials Exam \(1Z0-535\)](#).

The exam objectives are defined by learner or practitioner level of knowledge.

Learner-level: questions require the candidate to recall information to derive the correct answer
Practitioner-level: questions require the candidate to derive the correct answer from an application of their knowledge

For each exam topic there have been identified alternative training options that are available at Oracle. Please note that some of the training recommended can cover multiple exam topics.

The exam covers 107 topics:

Topic 1: Introduction to Primavera

Objectives

Describe Primavera solutions
Describe P6

Level

Learner
Learner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Project Management in Primavera P6 Rel. 6.2](#)

Topic 2: The Project Management Life Cycle

Objectives

Review the relationship between Primavera and the Project Management Life Cycle
Identify the five process groups in the Project Management Life Cycle

Level

Learner
Learner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Project Management in Primavera P6 Rel. 6.2](#)

Topic 3: Data, Navigating and Layouts

Objectives

Describe enterprise and project specific data

Level

Learner

Log in	Learner
Open an existing project	Learner
Navigate in the Home window and Activities window	Learner
Open an existing layout	Learner
Customize a layout	Learner
Save a layout	Learner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Project Management in Primavera P6 Rel. 6.2](#)

Topic 4: Enterprise Project Structure

Objectives

Describe the components that comprise the Enterprise project Structure
View the EPS

Level

Learner
Learner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Project Management in Primavera P6 Rel. 6.2](#)

Topic 5: Create a Project

Objectives

Create a Project
Navigate in the Projects window
View and modify information in Project Details

Level

Practitioner
Practitioner
Learner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Project Management in Primavera P6 Rel. 6.2](#)

Topic 6: Create a Work Breakdown Structure

Objectives

Define a Work Breakdown Structure
Create multiple levels of a WBS Hierarchy

Level

Practitioner
Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Project Management in Primavera P6 Rel. 6.2](#)

Topic 7: Add Activities

Objectives

- Describe and activity and its components
- Describe activity types
- Add activities
- Add a Notebook topic to an activity
- Add steps to an activity
- Assign activity codes to activities

Level

- Learner
- Practitioner
- Practitioner
- Learner
- Learner
- Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Project Management in Primavera P6 Rel. 6.2](#)

Topic 8: Create Relationships

Objectives

- Create a network logic diagram
- Differentiate between the four relationship types
- Create relationships in the Activity Network
- Create relationships in the Activity details

Level

- Practitioner
- Practitioner
- Practitioner
- Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Project Management in Primavera P6 Rel. 6.2](#)

Topic 9: Scheduling

Objectives

- Perform a forward and backward pass
- Describe float and its impact on a schedule
- Identify loops and open ends
- Calculate a schedule
- Analyze the scheduling log report

Level

- Practitioner
- Practitioner
- Practitioner
- Practitioner
- Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Project Management in Primavera P6 Rel. 6.2](#)

Topic 10: Assign Constraints

Objectives

- Apply an overall deadline to a project
- Apply a constraint to an individual activity

Level

- Practitioner
- Practitioner

Add notebook topics to constrained activities
Describe the available constraint types

Practitioner
Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Project Management in Primavera P6 Rel. 6.2](#)

Topic 11: Maintain the Project Documents Library

Objectives

Describe the difference between a work product and a reference document
Create a document record
Link the document record to at project document or work product
Assign the project document to an activity or WBS

Level
Learner
Learner
Practitioner
Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Project Management in Primavera P6 Rel. 6.2](#)

Topic 12: Format Schedule Data

Objectives

Group activities according to a specific criteria
Sort activities
Apply a filter
Create a filter

Level
Practitioner
Practitioner
Practitioner
Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Project Management in Primavera P6 Rel. 6.2](#)

Topic 13: Roles and Resources

Objectives

Describe Roles
View the Roles dictionary
Describe Resources
Identify the differences between labor, non labor and material resources
View the resource dictionary

Level
Practitioner
Learner
Practitioner
Practitioner
Learner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Project Management in Primavera P6 Rel. 6.2](#)

Topic 14: Assign Roles

Objectives

- Assign Roles to an activity
- Assign rates on Roles

Level

- Learner
- Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Project Management in Primavera P6 Rel. 6.2](#)

Topic 15: Assign Resources and Costs

Objectives

- Assign Resources by Roles
- Assign labor, Non labor, and material resources to activities
- Adjust Budgeted Units / Time for a resources
- Assign expenses to activities

Level

- Practitioner
- Practitioner
- Practitioner
- Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Project Management in Primavera P6 Rel. 6.2](#)

Topic 16: Analyze Resources

Objectives

- Display the Resource Usage Profile
- Format a profile
- Format the timescale

Level

- Practitioner
- Practitioner
- Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Project Management in Primavera P6 Rel. 6.2](#)

Topic 17: Optimize the Project Plan

Objectives

- Analyze schedule dates
- Shorten a project schedule
- Analyze resource availability
- Remove resource over allocation
- Analyze project costs

Level

- Practitioner
- Practitioner
- Practitioner
- Practitioner
- Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Project Management in Primavera P6 Rel. 6.2](#)

Topic 18: Baseline the Project plan

Objectives

- Create a baseline plan
- Display baseline bars on the GANTT Chart
- Modify the bars on the GANTT Chart

Level

- Practitioner
- Practitioner
- Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Project Management in Primavera P6 Rel. 6.2](#)

Topic 19: Project Execution and Control

Objectives

- Describe several methods for updating the project schedule
- Use Progress Spotlight
- Status activities
- Reschedule the project

Level

- Practitioner
- Learner
- Practitioner
- Learner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Project Management in Primavera P6 Rel. 6.2](#)

Topic 20: Report Performance

Objectives

- Describe reporting methods
- Run a schedule report
- Create a resource report with the Report wizard
- Create a report using the current layout

Level

- Practitioner
- Practitioner
- Practitioner
- Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Project Management in Primavera P6 Rel. 6.2](#)

Topic 21: Project Web Site

Objectives

- Create and launch a project Web Site
- Customize the appearance of a project Web site
- Publish activity layouts at html pages

Level

- Practitioner
- Practitioner
- Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Project Management in Primavera P6 Rel. 6.2](#)

Topic 22: Introduction to Primavera

Objectives

Describe Primavera Solutions
Describe P6

Level

Learner
Learner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Project Management in Primavera P6 Web Access Rel. 6.2](#)

Topic 23: The Project Management Life Cycle

Objectives

Review the relationship between Primavera and the Project Management Life Cycle
Identify the five process groups in the Project Management Life Cycle

Level

Practitioner
Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Project Management in Primavera P6 Web Access Rel. 6.2](#)

Topic 24: Overview and Navigation

Objectives

Log into P6 Web
Navigate to sections
Locate Action bars

Level

Learner
Learner
Learner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Project Management in Primavera P6 Web Access Rel. 6.2](#)

Topic 25: Create a Project

Objectives

Create a Project
Select a location in the Enterprise Project Structure
Assign a Responsible Manger from the Organizational Breakdown Structure

Level

Practitioner
Learner
Learner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Project Management in Primavera P6 Web Access Rel. 6.2](#)

Topic 26: Edit Project Details

Objectives

Select a project in the EPS
Locate Project Details
Enter project data in the Details tabs

Level

Learner
Learner
Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Project Management in Primavera P6 Web Access Rel. 6.2](#)

Topic 27: Create a Work Breakdown Structure

Objectives

Describe a WBS
Create multiple levels of a WBS hierarchy

Level

Practitioner
Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Project Management in Primavera P6 Web Access Rel. 6.2](#)

Topic 28: Add Activities

Objectives

Add activities
View activity information in the Activity List
Send an e-mail related to an activity
Edit Activity Details Tabs
Add steps to an activity
Add a notebook topic to an activity
Assign an activity code

Level

Practitioner
Learner
Learner
Practitioner
Learner
Learner
Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Project Management in Primavera P6 Web Access Rel. 6.2](#)

Topic 29: Use Activity Views

Objectives

- Customize columns
- Filter data
- Group and Sort activities

Level

- Practitioner
- Practitioner
- Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Project Management in Primavera P6 Web Access Rel. 6.2](#)

Topic 30: Create Relationship

Objectives

- Differentiate between four relationship types
- Create relationships in the GANTT Chart

Level

- Practitioner
- Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Project Management in Primavera P6 Web Access Rel. 6.2](#)

Topic 31: Schedule a project

Objectives

- Define key scheduling terms
- Perform a backward and forward pass
- Define Total Float and its impact on the schedule
- Schedule a project
- Describe loops and open ends

Level

- Practitioner
- Practitioner
- Practitioner
- Learner
- Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Project Management in Primavera P6 Web Access Rel. 6.2](#)

Topic 32: Assign Constraints

Objectives

- Apply an overall deadline to a project
- Apply a constraint to an individual activity
- Add notebook topics to constrained activities
- Describe available constraint types

Level

- Practitioner
- Practitioner
- Learner
- Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Project Management in Primavera P6 Web Access Rel. 6.2](#)

Topic 33: Optimize the Project Schedule

Objectives

- Analyze schedule dates
- Shorten a project schedule

Level

- Practitioner
- Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Project Management in Primavera P6 Web Access Rel. 6.2](#)

Topic 34: Assign Resources

Objectives

- Assign a Role
- Fill a Role assignment
- Request resources
- Assign a resource
- Check resource availability
- Send e-mails to assigned resources

Level

- Learner
- Practitioner
- Practitioner
- Practitioner
- Practitioner
- Learner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Project Management in Primavera P6 Web Access Rel. 6.2](#)

Topic 35: Project Workspace

Objectives

- Describe the Project Workspace
- Add and remove portlets
- Customize the Project Workspace

Level

- Practitioner
- Practitioner
- Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Project Management in Primavera P6 Web Access Rel. 6.2](#)

Topic 36: Analyze Resources and Costs

Objectives

- Analyze and remove resource over allocation
- Analyze project costs

Level

- Practitioner
- Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Project Management in Primavera P6 Web Access Rel. 6.2](#)

Topic 37: Baseline the project

Objectives

- Add a baseline
- Select a baseline

Level

- Practitioner
- Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Project Management in Primavera P6 Web Access Rel. 6.2](#)

Topic 38: Execute the project Plan

Objectives

- Describe several methods for updating the project schedule
- Define the data date

Level

- Practitioner
- Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Project Management in Primavera P6 Web Access Rel. 6.2](#)

Topic 39: Analyze the updated project

Objectives

- Compare Must Finish By and Scheduled Finish dates
- View Issues
- View schedule performance
- Adjust the project based on issue information
- View budget data

Level

- Practitioner
- Learner
- Practitioner
- Practitioner
- Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Project Management in Primavera P6 Web Access Rel. 6.2](#)

Topic 40: Reporting

Objectives

- Assign reports to the Project Reports portlet
- Schedule reports
- View scheduled reports

Level

- Practitioner
- Practitioner
- Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Project Management in Primavera P6 Web Access Rel. 6.2](#)

Topic 41: Dashboards

Objectives

Create a dashboard
Add and remove dashboards
Filter data to display in portlets
View your projects and activities

Level

Practitioner
Practitioner
Practitioner
Learner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Project Management in Primavera P6 Web Access Rel. 6.2](#)

Topic 42: Manage Portfolios

Objectives

Create a portfolio manually
Create a portfolio by filter

Level

Practitioner
Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Project Management in Primavera P6 Web Access Rel. 6.2](#)

Topic 43: Create a Project with Project Architect

Objectives

Create a Project using Project Architect
Customize the project plan

Level

Practitioner
Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Advanced Project Management in Primavera P6 Rel 6.2](#)

Topic 44: Assign Codes

Objectives

Assign project code values to activities
Assign resource code values to resources
Assign activity codes values to activities

Level

Practitioner
Practitioner
Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Advanced Project Management in Primavera P6 Rel 6.2](#)

Topic 45: User Defined Fields and Global Change

Objectives

Establish used defined fields
Define global change parameters
Run a global change

Level

Practitioner
Practitioner
Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Advanced Project Management in Primavera P6 Rel 6.2](#)

Topic 46: Portfolios

Objectives

Create a portfolio
Add projects to a portfolio
Open projects using portfolios

Level

Practitioner
Practitioner
Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Advanced Project Management in Primavera P6 Rel 6.2](#)

Topic 47: Advanced Scheduling

Objectives

Calculate multiple float paths when scheduling
Explain the difference between the scheduling logic options
Identify a calendar's effect on lag

Level

Practitioner
Practitioner
Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Advanced Project Management in Primavera P6 Rel 6.2](#)

Topic 48: Monitor Thresholds and Issues

Objectives

Identify the difference between thresholds and issues
Create a threshold and an issue

Level

Practitioner
Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Advanced Project Management in Primavera P6 Rel 6.2](#)

Topic 49: Import and Export Data

Objectives

Describe the process of importing and exporting data
Export projects
Import projects

Level

Practitioner
Practitioner
Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Advanced Project Management in Primavera P6 Rel 6.2](#)

Topic 50: Export activity data to a spreadsheet application

Objectives

Export activity data to a spreadsheet application
Modify project information in the spreadsheet application
Import project information from the spreadsheet application

Level

Practitioner
Practitioner
Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Advanced Project Management in Primavera P6 Rel 6.2](#)

Topic 51: Update Baselines

Objectives

Specify the activities to update in the baseline
Update activity and resources assignment data

Level

Practitioner
Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Advanced Project Management in Primavera P6 Rel 6.2](#)

Topic 52: Claim Digger

Objectives

Specify how Claim Digger compares project plans
Create a comparison report in Claim Digger

Level

Practitioner
Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Advanced Project Management in Primavera P6 Rel 6.2](#)

Topic 53: Duration Types

Objectives	Level
Determine which Duration Types works best in a given saturation	Practitioner
Assign a Duration Type to and activity	Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Advanced Project Management in Primavera P6 Rel 6.2](#)

Topic 54: Calculate Percent Complete

Objectives	Level
Describe the three Percent complete types	Practitioner
Determine which Percent Complete type to use based on how your organization reports progress	Practitioner
Explain how activity percentages are calculated based on the Percent Complete type chosen	Practitioner
Use weighted steps to calculate Percent Complete	Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Advanced Project Management in Primavera P6 Rel 6.2](#)

Topic 55: Earned Value Analysis

Objectives	Level
Define Earned Value	Practitioner
Define Performance Percent Complete	Practitioner
Review results of different earned value techniques	Practitioner
Realize the benefits of using earned value techniques	Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Advanced Project Management in Primavera P6 Rel 6.2](#)

Topic 56: Activity Usage Profile and Spreadsheet

Objectives	Level
Display cost data in the Activity Usage Profile	Practitioner
Display curves in the Activity Usage Profile	Practitioner

Analyze earned value data using curves in the Activity Usage Profile

Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Advanced Project Management in Primavera P6 Rel 6.2](#)

Topic 57: Top Down Budgeting

Objectives

Establish project budgets
Establish spending plans
Track budget changes
Track and analyze budgets
Establish funding sources

Level

Practitioner
Practitioner
Practitioner
Practitioner
Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Advanced Project Management in Primavera P6 Rel 6.2](#)

Topic 58: Top Down Estimating

Objectives

Describe top down estimating
Add estimation weights to activities and WBS elements
Perform top down estimating

Level

Practitioner
Practitioner
Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Advanced Project Management in Primavera P6 Rel 6.2](#)

Topic 59: Risk Documentation

Objectives

Set up risk types
Create a risk
Calculate a risk's exposure values
Analyze the impact of a risk

Level

Practitioner
Learner
Practitioner
Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Advanced Project Management in Primavera P6 Rel 6.2](#)

Topic 60: Tracking Layouts

Objectives

- Identify the four types of tracking layouts
- Navigate in a tracking layout
- Open a tracking layout
- Modify layouts
- Create new layouts

Level

- Practitioner
- Practitioner
- Learner
- Practitioner
- Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Advanced Project Management in Primavera P6 Rel 6.2](#)

Topic 61: Auto Compute Actuals

Objectives

- Describe the business rules for auto compute Actuals
- Auto compute and activity
- Analyze the effect of auto compute Actuals on an activity
- Auto compute a resource
- Auto compute an expense

Level

- Practitioner
- Practitioner
- Practitioner
- Practitioner
- Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Advanced Project Management in Primavera P6 Rel 6.2](#)

Topic 62: Reflections Projects

Objectives

- Create a Reflection Project
- Make Changes to the Reflection Project
- Merge Reflection into Source Project
- Update Reflection Project via Activity Owner

Level

- Practitioner
- Practitioner
- Practitioner
- Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Advanced Project Management in Primavera P6 Rel 6.2](#)

Topic 63: Create Calendars

Objectives

- Define work time and non work time
- Designate between global, project and resource calendars
- Create a new project calendar

Level

- Practitioner
- Practitioner
- Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Administration in Primavera P6 and P6 Web Access Rel. 6.2](#)

Topic 64: Define Project Codes

Objectives

- Create values for project codes
- Assign weights to project codes and project code values
- Designate a secure code
- Assign project code values

Level

- Learner
- Practitioner
- Learner
- Learner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Administration in Primavera P6 and P6 Web Access Rel. 6.2](#)

Topic 65: Define Resource codes

Objectives

- Define Resource codes
- Create values for resource codes
- Assign resource code values in Primavera

Level

- Practitioner
- Learner
- Learner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Administration in Primavera P6 and P6 Web Access Rel. 6.2](#)

Topic 66: Define Activity Codes

Objectives

- Define activity codes
- Create values for activity codes
- Designate a secure code
- Assign activity coded values

Level

- Practitioner
- Learner
- Practitioner
- Learner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Administration in Primavera P6 and P6 Web Access Rel. 6.2](#)

Topic 67: Define User Access

Objectives

- Describe the process for establishing security

Level

- Practitioner

Define and create and Organizational Breakdown Structure (OBS)) hierarchy	Practitioner
Establish security profiles for global and project data	Practitioner
Create a new user with access privileges	Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Administration in Primavera P6 and P6 Web Access Rel. 6.2](#)

Topic 68: Summarize Project Data and Run Job Services

Objectives

View summarizer details	Level Practitioner
Manually summarize data	Practitioner
Define job service options	Practitioner
Automatically summarize data using a job services	Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Administration in Primavera P6 and P6 Web Access Rel. 6.2](#)

Topic 69: Establish User Defined Fields and run Global Change

Objectives

Establish user defined fields	Level Practitioner
Define global change parameters	Practitioner
Run a global change	Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Administration in Primavera P6 and P6 Web Access Rel. 6.2](#)

Topic 70: Define Financial Periods

Objectives

Create financial periods	Level Practitioner
Display financial periods as columns	Practitioner
Store past period performance	Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Administration in Primavera P6 and P6 Web Access Rel. 6.2](#)

Topic 71: Define Cost Accounts

Objectives

- View the cost accounts dictionary
- Assign cost accounts to activities
- Assign cost accounts to expenses

Level

- Learner
- Learner
- Learner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Administration in Primavera P6 and P6 Web Access Rel. 6.2](#)

Topic 72: Primavera Web Administration

Objectives

- Manage User Interface views
- Create a calculated User Defined field
- Create issue codes
- Create an issue form

Level

- Practitioner
- Practitioner
- Practitioner
- Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Administration in Primavera P6 and P6 Web Access Rel. 6.2](#)

Topic 73: Global / Project Security Profiles

Objectives

- Global Profile Privilege Definitions
- Project Profile Privilege Definitions

Level

- Practitioner
- Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Administration in Primavera P6 and P6 Web Access Rel. 6.2](#)

Topic 74: Defining Currency

Objectives

- Currency
- Add New Currency
- Set up Currency User Preferences
- Currency Conversion Calculation
- Resource Currency Type

Level

- Learner
- Learner
- Practitioner
- Practitioner
- Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Administration in Primavera P6 and P6 Web Access Rel. 6.2](#)

Topic 75: Creating Resources and Roles

Objectives

- Describe resources and roles
- Describe resource security
- View the Resources window
- Create a resource via New Resource wizard
- View Resource Details
- Assign resource codes
- Define resource rates
- Create a role
- Add information in Roles dialog box
- View the Resources window

Level

- Practitioner
- Practitioner
- Practitioner
- Practitioner
- Learner
- Learner
- Practitioner
- Practitioner
- Practitioner
- Learner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Resource Management in Primavera P6 Rel 6.2](#)

Topic 76: Assigning Cost Accounts

Objectives

- Assign cost accounts to resource assignments
- Assign cost accounts to expenses

Level

- Learner
- Learner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Resource Management in Primavera P6 Rel 6.2](#)

Topic 77: Resource and Role Analysis

Objectives

- Analyze resource usage using Resource Usage Profile
- Analyze resource usage using Resource Usage Spreadsheet
- Compare staffed vs. unstaffed role allocation

Level

- Practitioner
- Practitioner
- Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Resource Management in Primavera P6 Rel 6.2](#)

Topic 78: Resource Assignments Window

Objectives

- Identify sections in the Resource Assignments window
- Use the Resource Assignments window to view and edit resource allocation
- Select data to display in the Resource Usage Spreadsheet

Level

- Learner
- Learner
- Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Resource Management in Primavera P6 Rel 6.2](#)

Topic 79: Manual Resource Allocation

Objectives

- Assign resource lag and duration to resource assignments
- View and assign resource curves to manually spread allocation.

Level

- Practitioner
- Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Resource Management in Primavera P6 Rel 6.2](#)

Topic 80: Bucket Planning

Objectives

- Explain future period bucket planning
- Edit future period buckets for a resource assignment
- Track manual curves in the project

Level

- Practitioner
- Practitioner
- Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Resource Management in Primavera P6 Rel 6.2](#)

Topic 81: Leveling Resources

Objectives

- Define resource leveling
- Set resource leveling options
- Level a project to resolve resource conflicts
- Analyze the effects of resource leveling
- Level based on activity and project priorities

Level

- Practitioner
- Practitioner
- Practitioner
- Practitioner
- Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Resource Management in Primavera P6 Rel 6.2](#)

Topic 82: Storing Period Performance

Objectives

Display financial periods as columns
Store past period performance

Level

Practitioner
Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Resource Management in Primavera P6 Rel 6.2](#)

Topic 83: Resource Reporting

Objectives

Describe reporting methods
Run a resource report
Create a resource report with the Report wizard
Create a report using the current layout

Level

Practitioner
Practitioner
Practitioner
Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Resource Management in Primavera P6 Rel 6.2](#)

Topic 84: Introduction to Primavera

Objectives

Describe Primavera solutions
Describe P6

Level

Learner
Learner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Resource Management in Primavera P6 Web Access Rel. 6.2](#)

Topic 85: Overview and Navigation

Objectives

Log into P6 Web
Navigate to sections
Locate Action bar

Level

Learner
Learner
Learner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Resource Management in Primavera P6 Web Access Rel. 6.2](#)

Topic 86: Dashboards

Objectives

- View dashboards
- Customize dashboards
- Filter data to display in portlets

Level

- Learner
- Practitioner
- Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Resource Management in Primavera P6 Web Access Rel. 6.2](#)

Topic 87: Administer the Resource Pool

Objectives

- Add a resource
- Place the resource in the Resource dictionary
- Prepare the resource to report time in timesheets
- Assign roles
- Assign resource codes
- Specify Max Units / Time and Price / Unit

Level

- Learner
- Learner
- Learner
- Learner
- Practitioner
- Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Resource Management in Primavera P6 Web Access Rel. 6.2](#)

Topic 88: Resource Planning

Objectives

- Assign resources at the project or WBS level
- View the implications of committed and non committed assignments
- Spread resource allocation across the life of the project
- View options for including assignments made in the Plan Resources view in other allocation related view in Primavera

Level

- Practitioner
- Practitioner
- Practitioner
- Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Resource Management in Primavera P6 Web Access Rel. 6.2](#)

Topic 89: Create Resource Teams

Objectives

- Create a resource team
- View a resource team on the Resource Team Summary portlet in a dashboard

Level
Learner
Learner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Resource Management in Primavera P6 Web Access Rel. 6.2](#)

Topic 90: Create Role Teams

Objectives

- Create a role team
- View a role team in the Open Requests for Resources portlet on a dashboard

Level
Learner
Learner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Resource Management in Primavera P6 Web Access Rel. 6.2](#)

Topic 91: Manage Allocations

Objectives

- Use the Resource Team Summary portlet to view allocation
- Use the Usage tab to analyze units and costs
- View projects and activities causing resource over allocation
- Display enhanced charts to analyze allocation in the Analysis tab
- Group and filter data in the analysis tab

Level
Learner
Learner
Practitioner
Practitioner
Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Resource Management in Primavera P6 Web Access Rel. 6.2](#)

Topic 92: Staff Resource Requests

Objectives

- Use the Open Requests for Resources portlet to assess staffing needs
- Fill and unstaffed role assignments
- Staff a resource request by searching for the most qualified resource
- Use the Usage tab to analyze role allocation and costs

Level
Practitioner
Practitioner
Practitioner
Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Resource Management in Primavera P6 Web Access Rel. 6.2](#)

Topic 93: Project Workspace

Objectives

- Describe the Project Workspace
- Customize the Project Workspace

Level

- Learner
- Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Resource Management in Primavera P6 Web Access Rel. 6.2](#)

Topic 94: Updating the Project using Timesheets

Objectives

- Review timesheets
- Approve / reject timesheets

Level

- Practitioner
- Learner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Resource Management in Primavera P6 Web Access Rel. 6.2](#)

Topic 95: Introduction to Portfolios

Objectives

- Select a portfolio
- Create a portfolio favorite
- Create a portfolio manually
- Manage portfolios
- Set preferences

Level

- Learner
- Learner
- Practitioner
- Practitioner
- Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Portfolio Management in Primavera P6 Web Access Rel 6](#)

Topic 96: View Portfolio Performance

Objectives

- Set Global Preferences
- Review performance thresholds
- View data in the Executive Summary tab
- View data in the Performance Status tab

Level

- Practitioner
- Learner
- Learner
- Learner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Portfolio Management in Primavera P6 Web Access Rel 6](#)

Topic 97: View Portfolio Information

Objectives

- View return on investment data
- View date in the GANTT Chart
- Customize the GANTT Chart
- Assign a Notebook topic and write a Notebook topic description

Level

- Learner
- Learner
- Practitioner
- Learner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Portfolio Management in Primavera P6 Web Access Rel 6](#)

Topic 98: Analyze Portfolios

Objectives

- Customize the Portfolio Analysis tab
- Edit a portfolio view
- Create a portfolio view
- View waterline analysis
- Create a scenario

Level

- Practitioner
- Practitioner
- Practitioner
- Practitioner
- Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Portfolio Management in Primavera P6 Web Access Rel 6](#)

Topic 99: Manage Issues and Risks

Objectives

- View Issues and issue details
- Group, sort and filter issue data
- View issues in chart form
- Create a Risk

Level

- Learner
- Practitioner
- Learner
- Learner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Portfolio Management in Primavera P6 Web Access Rel 6](#)

Topic 100: Navigation and Dashboards

Objectives

- Log into P6 Web
- Navigate to sections
- Locate Action bar
- Add portlets to a dashboard
- Change dashboard layout
- View the Project Workspace

Level

- Learner
- Learner
- Learner
- Practitioner
- Practitioner
- Learner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Portfolio Management in Primavera P6 Web Access Rel 6](#)

Topic 101: Earned Value Analysis

Objectives

- Define Earned Value
- Define Performance Percent Complete
- Define Performance Indices

Level

- Practitioner
- Practitioner
- Practitioner

Training Options

- Instructor Led Training (delivered by Oracle University)
 - [Portfolio Management in Primavera P6 Web Access Rel 6](#)

Topic 102: Oracle Primavera Market Overview

Objectives

- Articulate the advantages Oracle Primavera has over the competition
- Identify key business drivers present in today's market

Level

- Practitioner
- Practitioner

Training Options

- Online Training
 - [Oracle Primavera Market Trends](#)

Topic 103: Primavera Market Share

Objectives

- Articulate the expected size of the EPPM market
- Identify Oracle Primavera Competitors

Level

- Practitioner
- Practitioner

Training Options

- Online Training

- [Oracle Primavera Market Trends](#)

Topic 104: Qualifying Primavera Opportunities

Objectives

Identify Customers with Higher Value / Lower Value opportunities

Level

Practitioner

Training Options

- Online Training
 - [Oracle Primavera Market Trends](#)

Topic 105: Introducing Primavera

Objectives

Identify Oracle Primavera products
Relate Oracle Primavera products to key functionality

Level

Learner
Practitioner

Training Options

- Online Training
 - [Oracle Primavera Market Definition](#)

Topic 106: Enterprise Project Portfolio Management (EPPM)

Objectives

Articulate key business value statements for the purchase of Oracle Primavera

Level

Practitioner

Training Options

- Online Training
 - [Oracle Primavera Market Definition](#)

Topic 107: Market Definition

Objectives

Identify Industries and Markets where Oracle Primavera has presence
Identify key business and market drivers for each industry

Level

Learner
Learner

Training Options

- Online Training
 - [Oracle Primavera Market Definition](#)

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