

Primavera P6 Introductory Course

Prepared for the



Prepare and Presented by



December 2014

Synopsis

At the request of the Minnesota Department of Transportation (MnDOT) URS created and presented an introductory course in the use of MnDOT's Oracle's Primavera P6 Enterprise (P6) software system to their construction staff. The course consisted of two days of hands-on training with the P6 software occurring on December 4th and 5th and again on December 11th and 12th, 2014 with approximately 31 attendees in total.

The first day of the course introduced the attendees in the usage of the P6 software and the second day was lessons on creating time and traffic schedules, reviewing contractor submitted baseline schedules, reviewing contractor submitted update schedules and how to use the software's Claim Digger analytical tool. The second day was closed out with a presentation by MnDOT on how to use the independent Acumen schedule analytical software.

The course topics included:

- Accessing the MnDOT P6 Database
- EPS (Enterprise Project Structure)
 - How to Work within the EPS
 - Creating a Project Library
- Work Breakdown Structure (WBS)
- Importing and Exporting Files
 - Copy and Paste Files
 - User Preferences
 - Baselines
 - Calendars
- Customizing Views
 - Activity Details
- Scheduling (Calculating)
 - Filtering
 - Grouping and Sorting
 - Reports
- Creating a Schedule
- Reviewing Contractor Baseline Schedules
- Reviewing Contractor Update Schedules
 - Claim Digger
 - Acumen