MnDOT Project Management Office Presents:

Views and Layouts for Program Management

Presenter: Jonathan McNatty
Senior Schedule Consultant
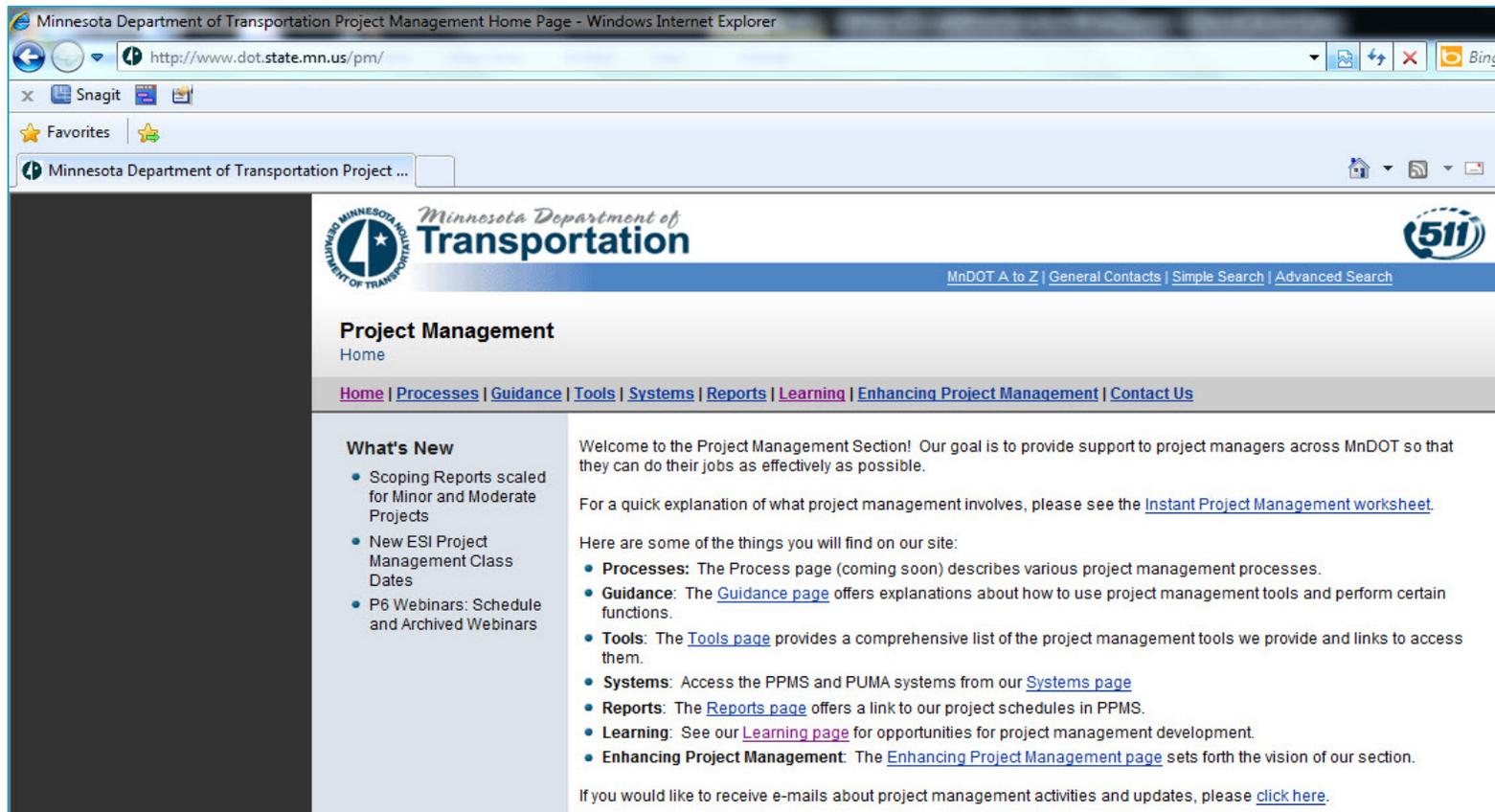DRMcNatty & Associates, Inc.

Housekeeping Items

❖ Lines will be muted during the webinar

❖ Questions can be submitted thru the GoToWebinar Questions box on right of your screen and posted on webiste within 5 days

❖ Questions will be made available "Live" for this webinar, can download pdf on how to submit live questions for next weeks webinar on the MnDOT Website

❖ Webinar slides available in pdf on MnDOT webiste within 5 days

❖ Webinar is being recorded and will be available on the MnDOT website within 5 days

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❖ Click on the "Learning" link
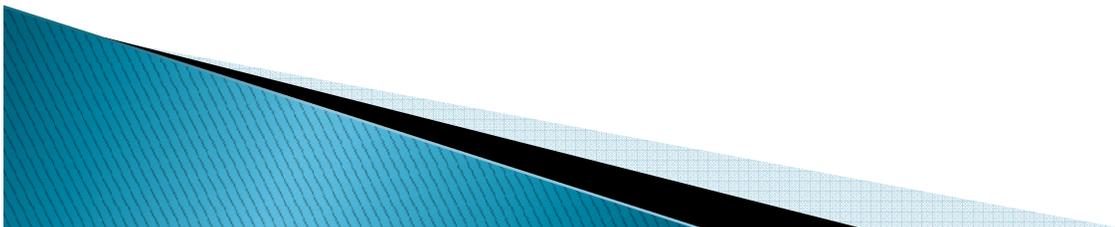
MnDOT Webinars

Primavera P6 Webinars: Each webinar will start at 1:00 p.m. and last 1/2 hour. Click the links below to register for a session. After each webinar, a recording will be made available from this page. Live questions (PDF 2MB) can also be submitted by attendees during each webinar.

To request ASL or a foreign language interpreter or other resonable accomodations for the live webinars, call Janet Miller at 651-336-4720 or 1-800-657-3774 (Greater Minnesota). You may send an email to janet.rae.miller@state.mn.us (please request at least one week in advance).

Role and Resource Loading in P6
- View Presentation (33:12, WMV 110 MB)
- View Slides (PDF 9MB)

Roles and Resource Management   May 22, 2013
- View Presentation (26:18, WMV 22 MB)
- View Slides (PDF 10 MB)

Risk Management   May 29, 2013
- View Presentation (30:46, WMV 27 MB)
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Views and Layouts for Program Management   June 5, 2013   Reserve your Webinar seat now

Dashboards and Reporting for Program Management   June 12, 2013   Reserve your Webinar seat now

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❖ Use the "Questions" box in the GoToMeeting dialog box during the webinar

❖ Use the "Raise Hands" to ask a "Live" questions during the questions and answer session, the lines will be un-muted

MnDOT Webinars

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Questions

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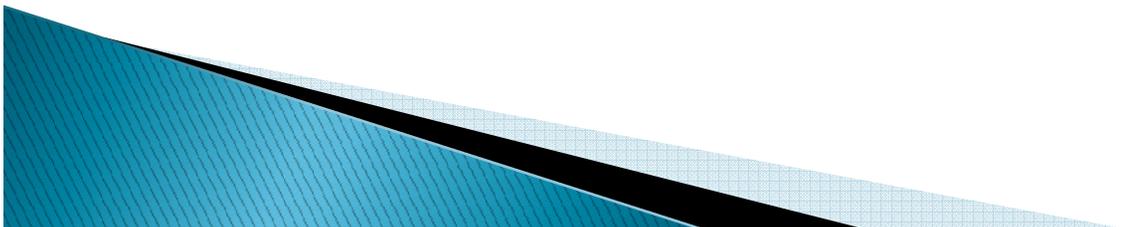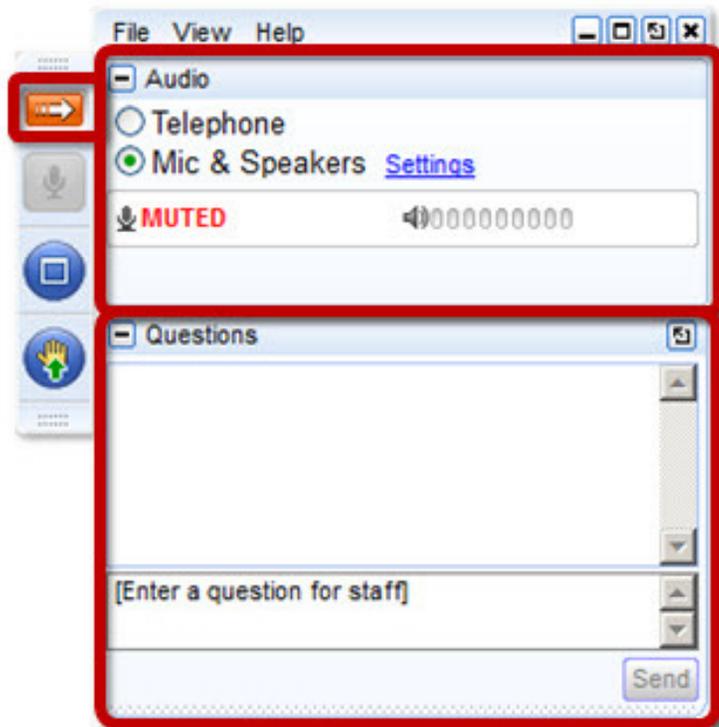
Your Participation

Open and hide your control panel

Join audio:
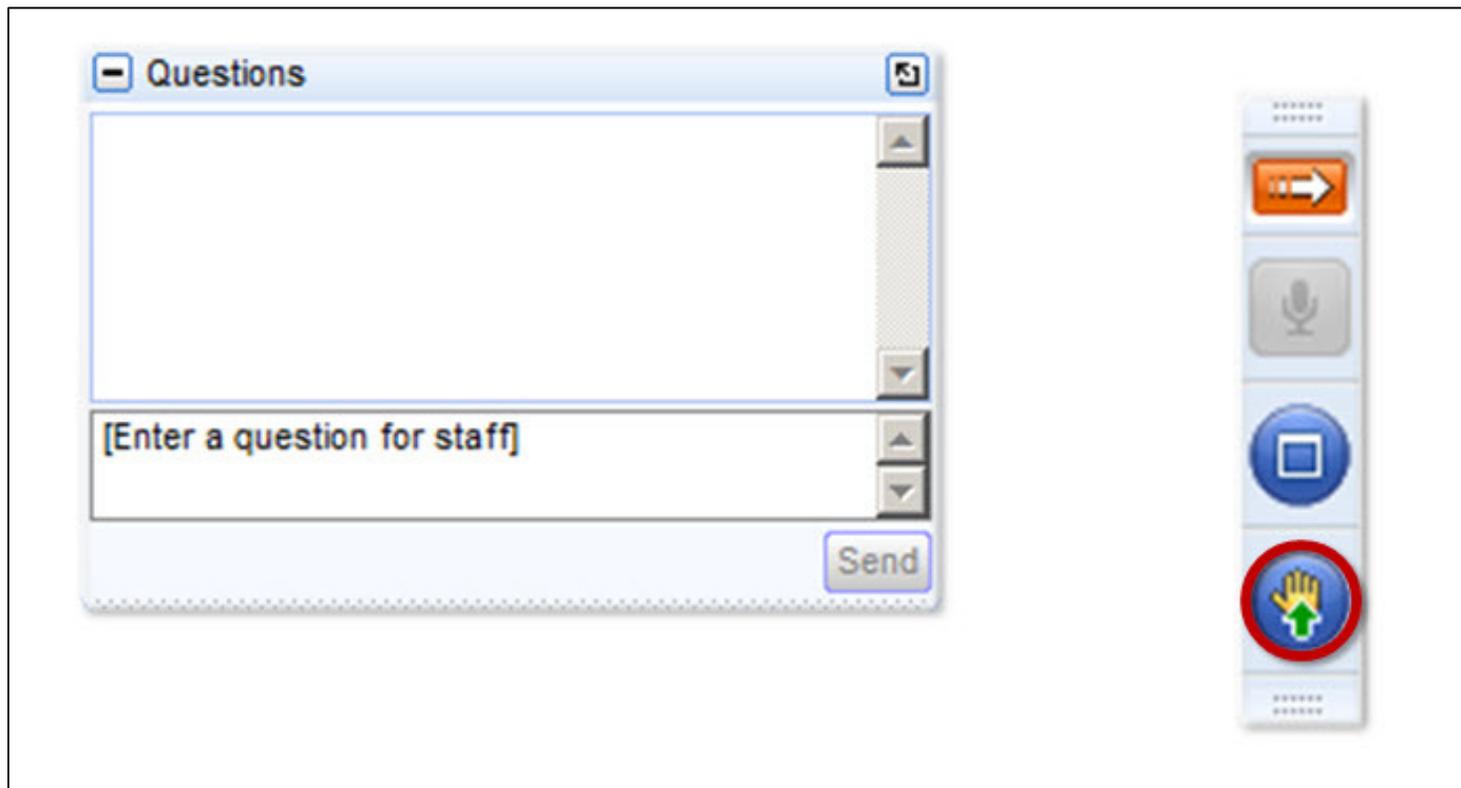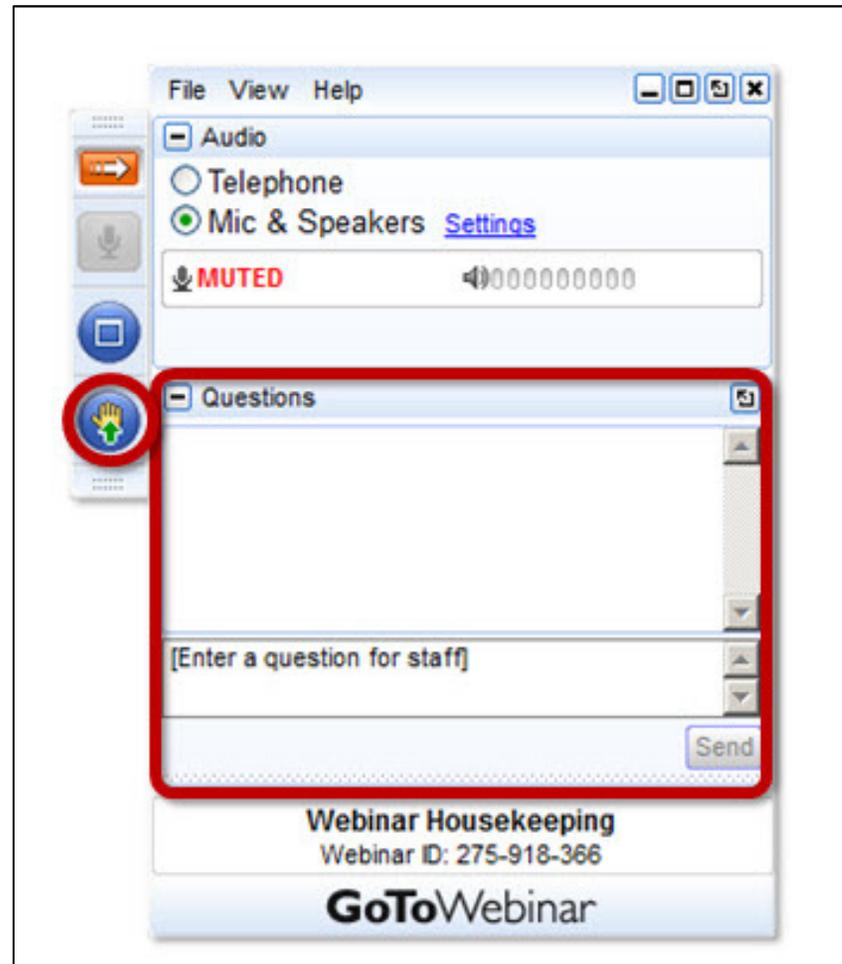- Choose "Mic & Speakers" to use VoIP
- Choose "Telephone" and dial using the information provided

Submit questions and comments via the Questions panel
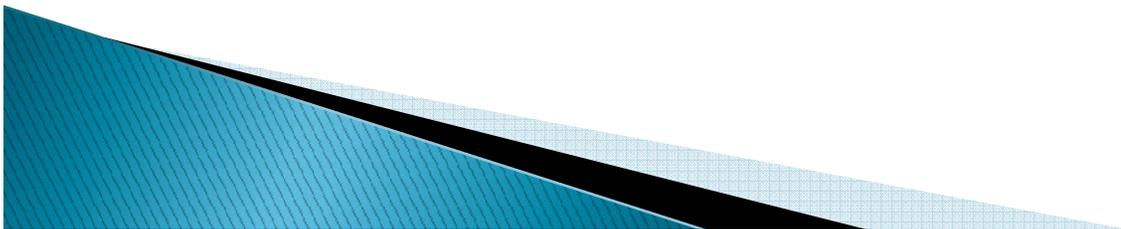
Submit Webinar Questions

Raise Hand for Question

Webinar Abstract

Learn how to use features such as filtering and grouping to customize the format and level of information you want to include in a creating & displaying a Layout.

What is a "Layout" in P6

❖ Primavera P6 provides the ability to display project schedule information using "Layouts".

❖ Layouts are customizable (not Global) views of project information and are the primary method for viewing Gantt Charts, Profiles, Spreadsheets, and Printing the schedule.

❖ Schedules can be tough to read and all members of the project team can benefit from an easier way to interpret their schedules and the schedule data.

❖ Standard MnDOT "Layouts" have been created

What is a "Layout" in P6

❖ Layouts incorporate/contain the following:

❑ Bars

❑ Columns

❑ Table Font & Rows

❑ Group & Sort

❑ Filter

❑ Gantt Chart
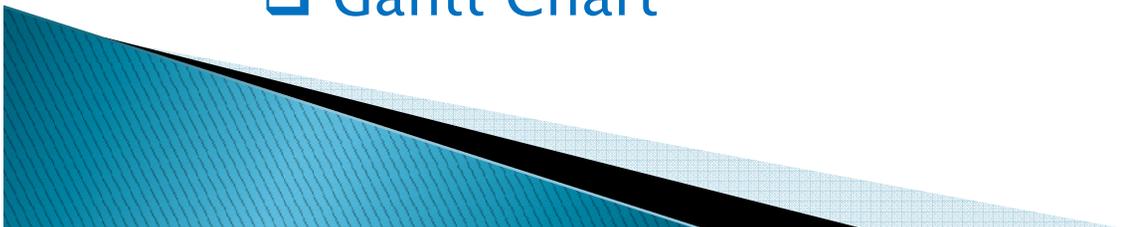
# Grouping Data

❖ Grouping is a flexible way to organize data into categories that share a common attribute.

❖ Activities can be grouped by hierarchical fields such as WBS, Activity codes, Project Codes, and Functional Groups.

❖ Example: WBS – Work Breakdown Structure

❖ Organized by Grouping Bands.

❖ Can be used to Summarize Data.
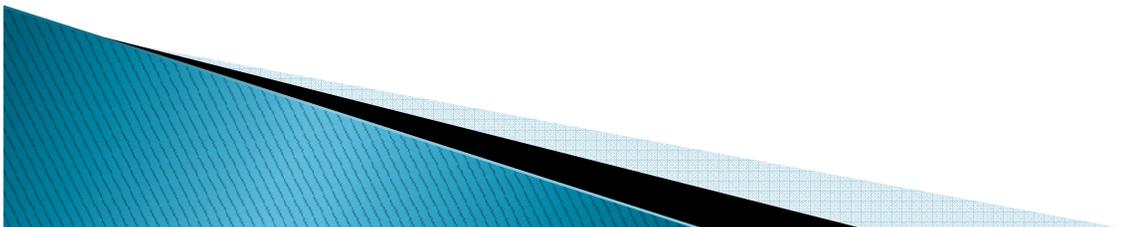
Grouping Data

❖ Group by Functional Group "Environmental Document"
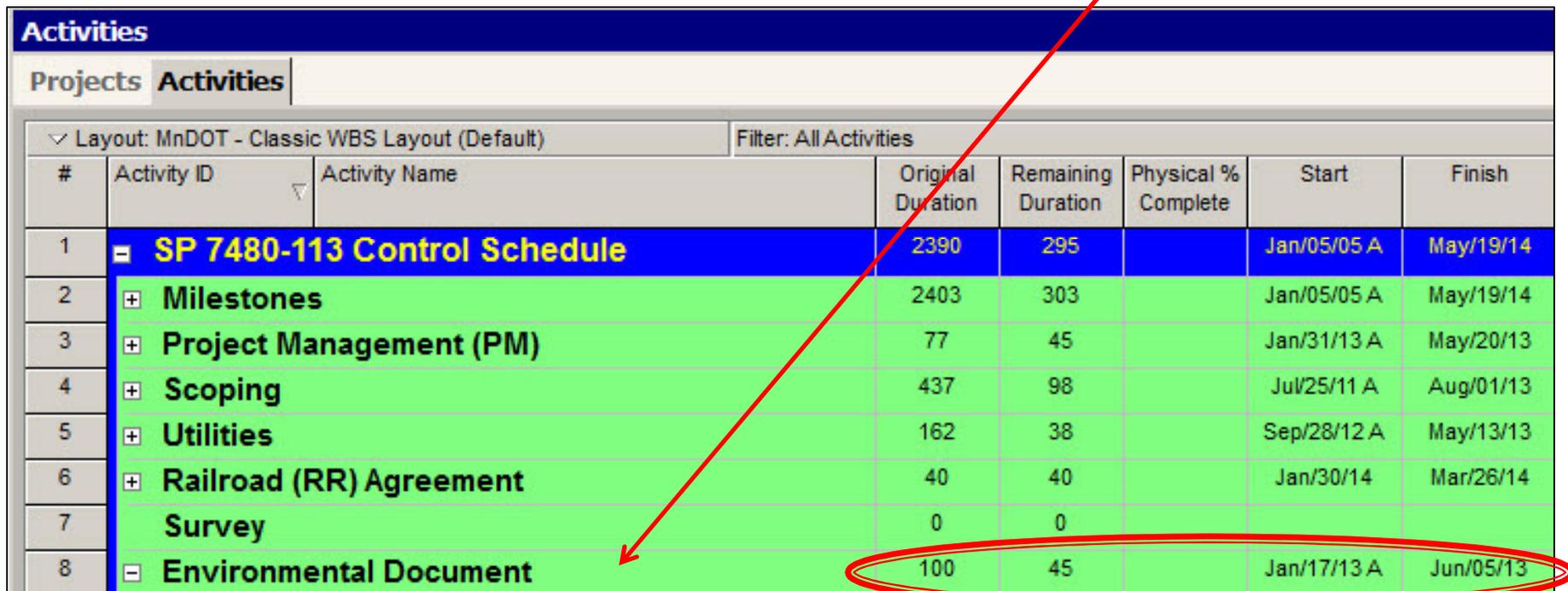
#	Activity ID	Activity Name	Original Duration	Remaining Duration	Physical % Complete	Start	Finish
1	⊟	SP 7480-113 Control Schedule	2390	295		Jan/05/05 A	May/19/14
2	⊞	Milestones	2403	303		Jan/05/05 A	May/19/14
3	⊞	Project Management (PM)	77	45		Jan/31/13 A	May/20/13
4	⊞	Scoping	437	98		Jul/25/11 A	Aug/01/13
5	⊞	Utilities	162	38		Sep/28/12 A	May/13/13
6	⊞	Railroad (RR) Agreement	40	40		Jan/30/14	Mar/26/14
7		Survey	0	0			
8	⊟	Environmental Document	100	45		Jan/17/13 A	Jun/05/13

Layout: MnDOT - Classic WBS Layout (Default)   Filter: All Activities

Can be used to Summarize Data

Filtering Data

❖ Filtering is a quick and easy way to determine which activities are displayed in a layout.

❖ Limit the number of activities displayed.

❖ Helps focus on a particular group of activities (i.e. 2 Week Lookahead).

❖ Default Filters
  ❑ Standard Filters (can't modify)

❖ Global Filters
  ❑ MnDOT Global Filters (can't modify)

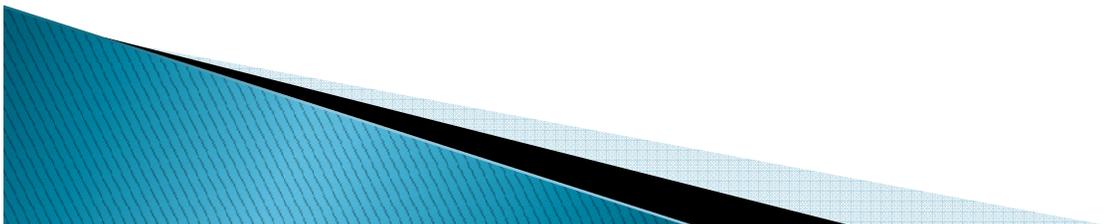# Filtering Data

❖ Filter by "2 Week Lookahead" in Gantt Chart
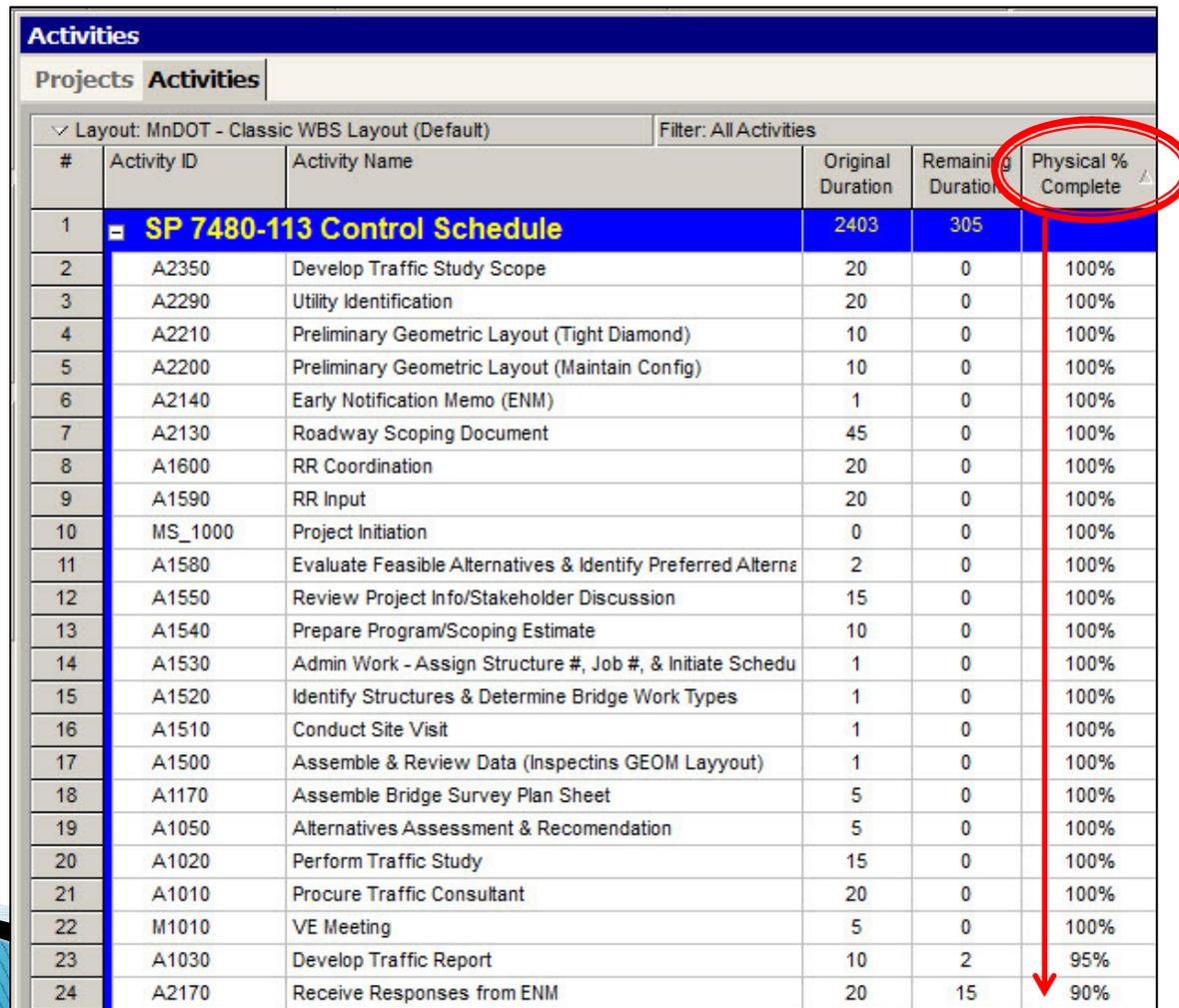
Sorting Data

❖ Sorting determines the sequence in which activities are listed within each grouping band.

❖ Based on the data item you choose, you can sort: Alphabetically, numerically, or chronologically.

❖ Click on the column header to sort ascending and descending.

❖ Choose which Columns to display.
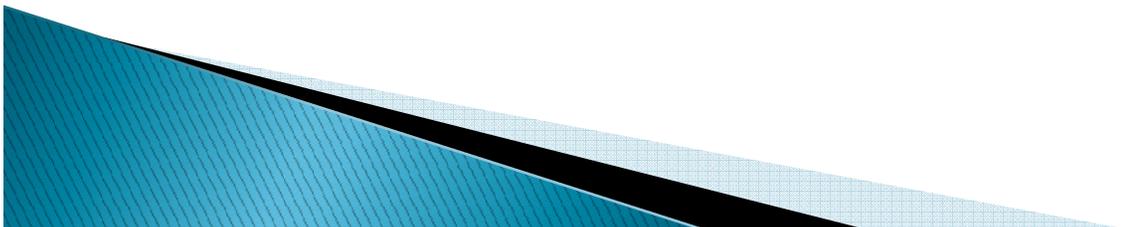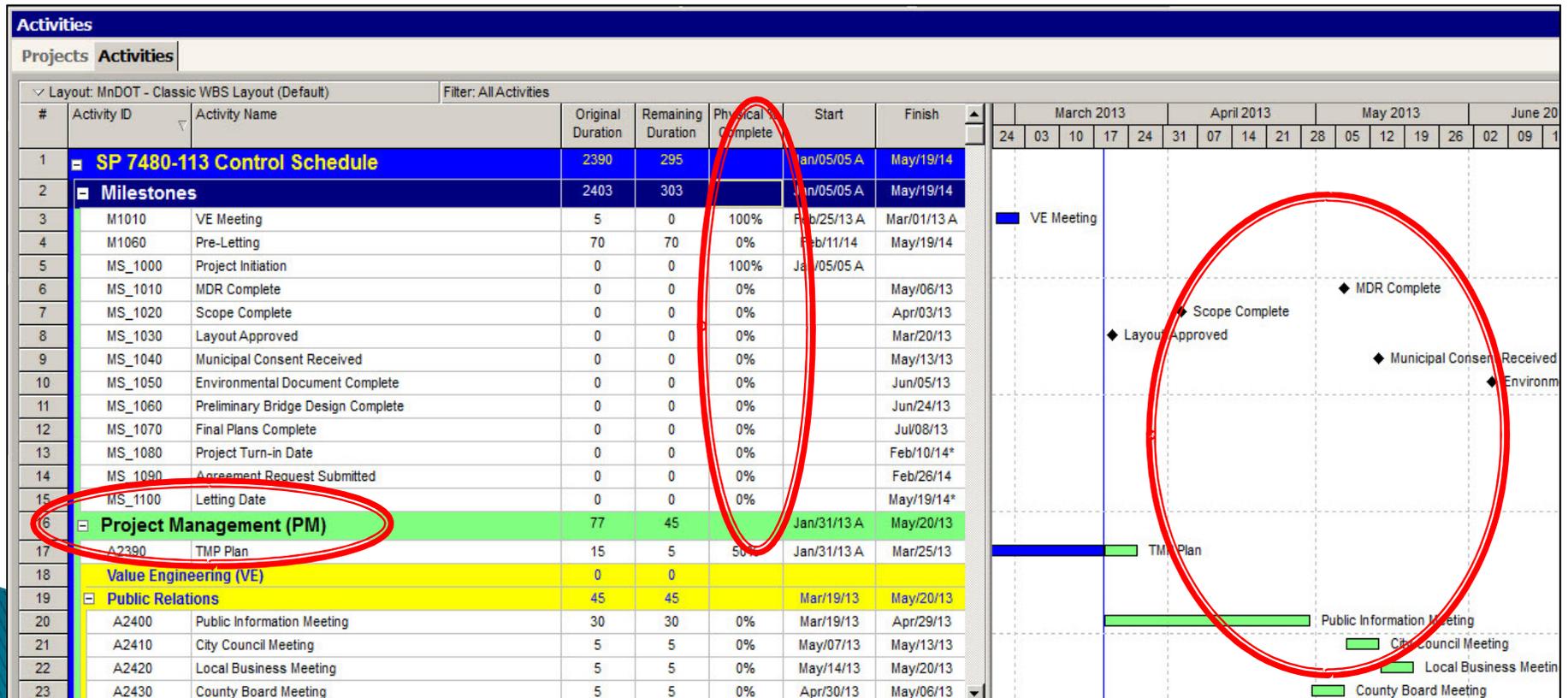
Sorting Data

❖ Sort by Clicking on a Column Header

Viewing a Layout

- ❖ Grouping – Bands visible for Summarization
- ❖ Sorting – Selected Columns visible in Columns
- ❖ Filter – Activities visible in Columns & Gantt Chart

Choosing a MnDOT Layout

❖ Click on the "Layout Bar"

Choosing a MnDOT Layout

Choosing a Filter

❖ Click on the "Filter Icon" form the Task Bar

Software Demonstration
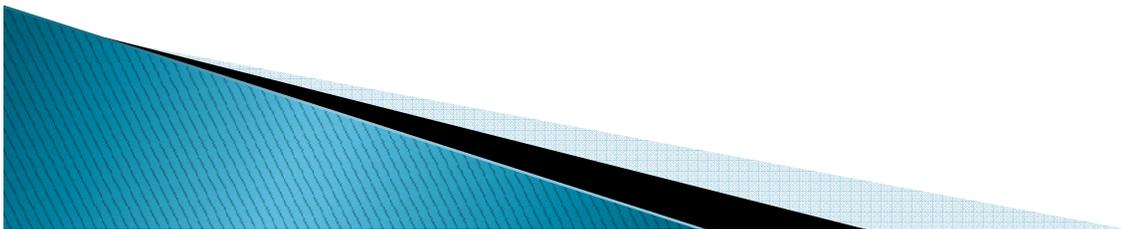
Shared Service Center Support

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 Region – 2
 Region – 3
 Region – 4

Matthew Rottermond is in supports Central Region
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 Region – 8

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Next Webinar: Wednesday, June 12, 2013
Time: 1:00 p.m.
Topic: Dashboards and Reporting for Program Management
Presenter: Jonathan McNatty
DRMcNatty & Associates, Inc.

Glossary of CPM Terms
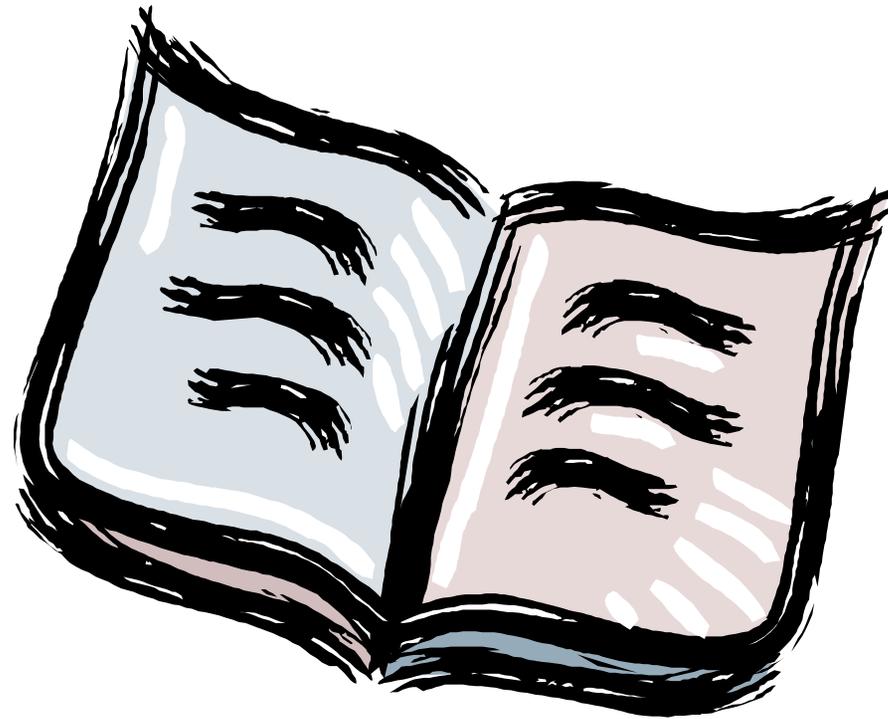
Glossary of CPM Terms

Activity - An individual work task that is the basic component of a project.

Activity Codes - Values assigned to project activities to organize then into manageable groups for updating, analyzing, reporting, plotting, and summarizing.

Actual Cost - The cost incurred to date for a resource or activity.

Actual Dates - Start (AS) and Finish (AF) dates that you record for an activity that has progress or is complete.

Actual Quantity - The amount of a resource used to date.

Backward Pass - The calculation of a network's late dates.

Bar Chart - The graphical display of activities according to time. Relationships between activities are not shown. A bar chart is also called a Gantt Chart.

Baseline Schedule - The original planned schedule for a project.

Budget - The estimate of the total units or costs required by a resource or cost account for an activity.
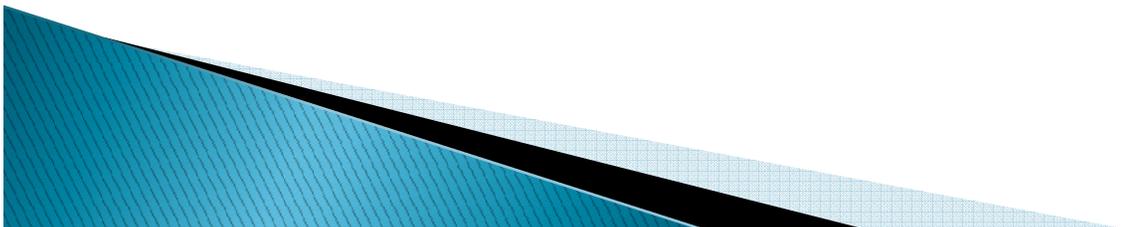
Glossary of CPM Terms

Calendar - The workdays and holidays defined for a project that determine when an activity can be scheduled.

Completion - The date on which a project is to be finished.

Constraint - A restriction imposed on the start or finish of an activity.

Critical Activity - An activity that has the least amount of total float.

Critical Path - The series of activities in a project that will take the longest to complete.

Critical Path Method (CPM) - The calculation of the earliest and latest start and finish dates of activities based on their duration and relationships to other activities.

Data Date - The date used as the starting point for schedule calculations.

Driving - A predecessor/successor relationship in which the predecessor

Relationship - Determines the successor's early dates.

Duration - The amount of time (in workdays) needed to complete an activity.
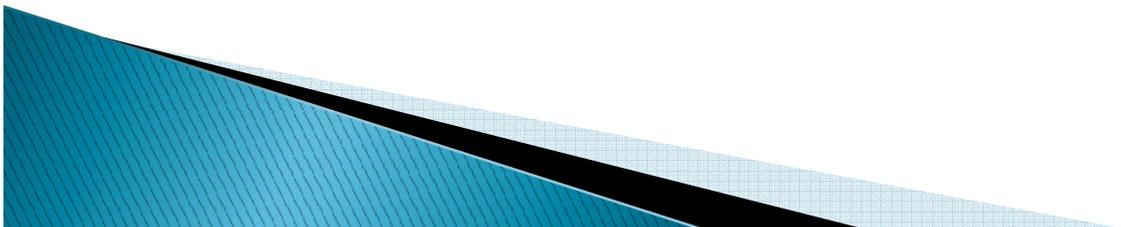
Glossary of CPM Terms

Early Start (ES) - The earliest date when an activity can begin after its predecessors have been completed.

Earned Value - The value of work performed rather than actual work performed.

Exception - A day when work must occur that was originally designated as a nonworkday.

Finish to Finish - A type of relationship in which a successor activity finish depends on its **(FF)** predecessor activity's finish.

Finish-to Start - A type of relationship in which a successor activity can begin only when its **(FS)** predecessor activity finishes.

Float - The amount of time that the start or finish of an activity can be delayed without affecting the project finish date.

Forward Pass - The calculation of the network's early dates.

Free Float - The amount of time that an activity's early start can be delayed without delaying the early start of a successor activity.

Lag - An offset or delay from an activity to its successor.

Late Finish (LF) - The latest date when an activity can start without delaying the project's completion.
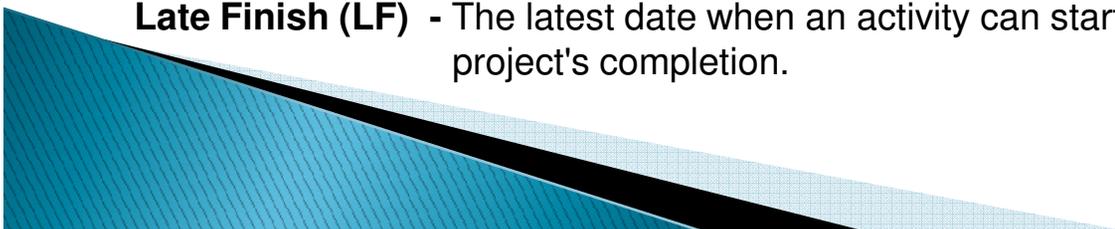
Glossary of CPM Terms

Late Start (LS) - The latest date when an activity can start without delaying the project's completion.

Loop - Circular logic within a network.

Milestone - An activity that represents a significant point in time, that has no duration.

Negative Float - The total number of days that the start or finish of an activity exceeds the time allowed. Negative float indicates a delay in the schedule.

Negative Lag - An offset or lead time from an activity to its successor in which the successor's start date is earlier than the predecessor's start date.

Network - The series of activities required to complete a project.

Nonworkperiod - A period of time when work may not occur.

Open End - An activity that has no successor or predecessor relationships to other activities in the network.

Out-of-Sequence Progress - Work completed for an activity before it is logically scheduled to occur.

Percent Complete - The proportion of an activity that is complete.

Glossary of CPM Terms

Performance Measurement - The comparison of the current plan to a target plan to assess whether it is progressing as intended.
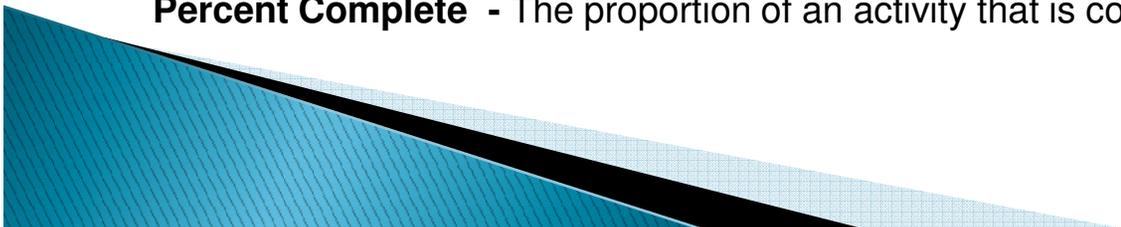
Planning Unit - The increment of time used to schedule a project. The planning unit can be in hours, days, weeks, or months.

Predecessor - An activity that must logically occur before another activity.

Progress - The completion of work.

Resources - The people, materials, equipment or services required to complete a project.

**Schedule -** A list of the activities needed to complete a project, along with their start and finish dates.

Schedule Calculation - The calculation of early and late dates for each activity in the project.

Slack - See Float**.**

Slippage - Lateness determined by measuring the target finish of an activity from its actual or current early finish.

Sorting - The arrangement of data in a specific sequence.
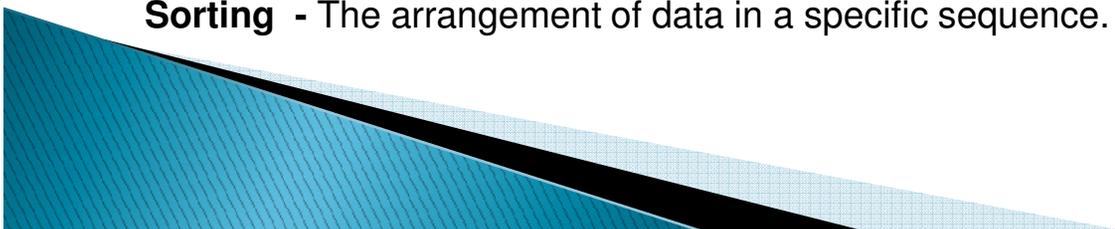
Glossary of CPM Terms

Start-to Start - A type of relationship in which a successor's start depends on the start of **(SS)** its predecessor.

Status - The process of updating a project by indicating progress at regular intervals.

Successor - An activity that must logically occur after another activity.

Target - A project plan that can be compared to the current schedule to measure progress.

**Task -** A unit of work. Also called an activity.

Total Float (TF) - The total number of days that the start or finish of an activity can be delayed without affecting the project finish date. Float can be negative,zero, or positive.

Updating - The process of recording progress in a project at regular intervals.

Variance - The difference between the current and target schedule dates.

Work Breakdown Structure (WBS) - The graphical depiction of the hierarchy of work needed to complete a project.
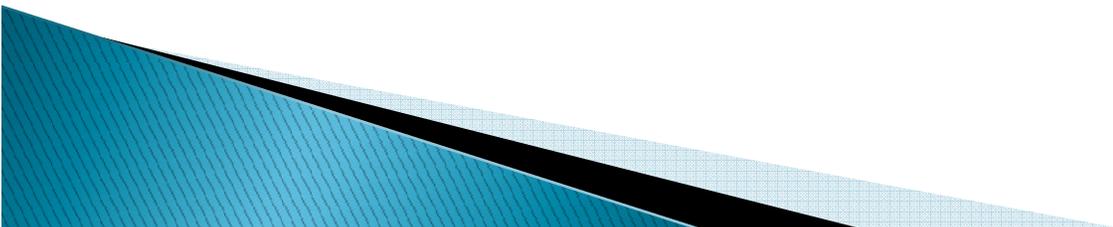
Workday - Any day of the week when work can be scheduled.
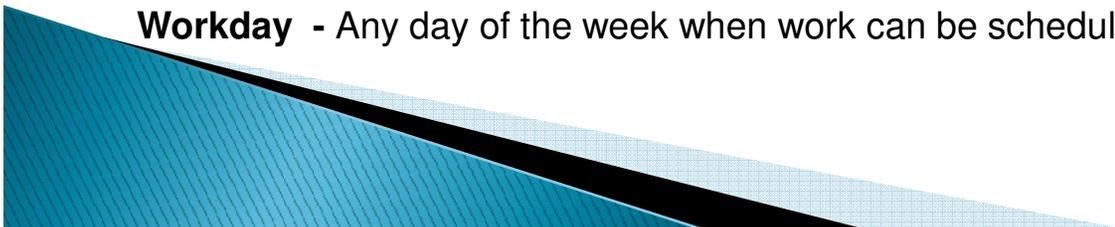
MnDOT Goals Going Forward

Projects in Construction Phase

❖ Contractor's Build Their Schedule in our Network 1/1/13

❖ Piloting Providing BIM Models and CTD Schedules to Contractors 3/1/13

❖ Select "Unit Rate" project– Resource and Cost Loaded 3/1/13

❖ Role and Resource Loaded of CE&I staff 6/1/14

MnDOT Goals Going Forward

Projects in Scoping and Design Phase

❖ "Active Projects" Role and Resource Loaded 6/30/13

❖ All planned projects Role loaded by June 30, 2014

❖ Taxpayer Transportation Accountability Act