

The Courseware Shop

Project 2007 Introduction

One Day Course

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MODULE 1: PROJECT MANAGEMENT AND PROJECT 2007

Objectives

After completing this module you will be able to:

- Start Project 2007.
- Note the difference between Project Standard and Project Professional.
- Open a Project File.
- Change the View of a Project.
- Use the Toolbars and Menus.
- Understand terms and procedures in project management and planning.

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SPECIAL NOTE ABOUT PERT CHARTS AND NETWORK DIAGRAMS

The Network Diagram view, which was introduced in Microsoft Project 2000 completely replaces the well known, and still referred to, PERT Chart, from previous versions of Project.

However, if you open up project files that were created in an earlier version of Project (for example Project 98), PERT Charts **will** be available and the PERT Chart icon will appear in the left hand navigational bar. You will see your PERT charts exactly as they were in the previous version that created the project.

NOTE: SOME USERS OF PROJECT AND PROJECT MANAGERS STILL PREFER TO USE AND REFER TO PERT CHARTS.

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