PROFESSIONAL DEVELOPMENT TRAINING

1300 121 400

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0.5 DAY COURSE

Project for the Web

Project Online, or Project for the web is NOT a web-based version of Microsoft Project Professional, but an entirely separate service that offers full portfolio and project management tools on the web. It includes Project Web App, and can, depending on your subscription, also include Project Online Desktop Client, which is a subscription version of Project Professional. It allows users to manage multiple projects, track work on timesheets, and balance broad resource needs.

If you have Microsoft Project Professional, Project Task Management followed by Project Resource Management are the right courses for you.

What You'll Gain:

This course is intended for:

- Project managers seeking a cloud-based project management solution.
- Team members responsible for planning and tracking project progress.
- Microsoft 365 users who want to integrate Project for the Web into their workflow.
- Professionals looking to improve their project management skills with a modern and intuitive tool.

Outcomes

By completing this course, participants will:

- Gain proficiency in using Project for the Web to manage work efficiently.
- Learn to create and organize projects with tasks and dependencies.
- Understand how to assign resources and track task completion.
- Utilize built-in reporting features for better project insights.
- Enhance collaboration by integrating Project for the Web with Microsoft 365 tools.

Modules

Lesson 1: Introduction to Project for the Web

Lesson 2: Creating a New Project

Lesson 3: Adding Tasks

Lesson 4: Creating Summary Tasks

Lesson 5: Linking Tasks

Lesson 6: Assigning Resources

Lesson 7: Marking Completion

Lesson 8: Using Charts for Visualization

Lesson 9: Setting Goals and Progress Tracking

Talk to our expert team

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