

# Unit 17: IT Project

Projects Management Tools -  
Microsoft Project



# Learning Outcomes

- ? Introduction to Microsoft Project
- ? Building your first Project Plan



# Project Management Tools



- ? Techniques and tools used during the planning process
- ? Enabling managers to control the development of projects by providing a framework against which projects can be measured
  
- ? Common project management tools include:
  - ? Gantt charts
  - ? PERT charts (Programme Evaluation & Review Technique)
  - ? Critical Path Analysis (CPA)
  - ? Project management software i.e. Microsoft Project

# Microsoft Project

- ? To help manage a project, there are many specialist software packages available
- ? Microsoft Project is a popular middle-of-the-range tool that can help manage a wide variety of projects
- ? See website below for further details
  - ? [http://en.wikipedia.org/wiki/Microsoft Project](http://en.wikipedia.org/wiki/Microsoft_Project)

# Task

- ? See the Microsoft Project tutorial in order to build your first project plan and to better understand the features of project

