

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

