



## COURSE SYNOPSIS

### Administration

duration 1 day

Your organisation's planning system should be safe and secure, with careful consideration given when deciding who should have access rights to what data. Learn how to set the 'permissions to view and/or alter data' facilities in Primavera P6 in order to effectively control the security of the system. As Administrator, you will be responsible for security, setting project access rights for end users, and preserving global data.

### Summarised Course Content

- Organisation Breakdown Structure (OBS) - Primavera Permission Configuration
- Create Enterprise Project Structure (EPS) / EPS Project Portfolios
- User Access and Profiles
- Global, EPS, Project Calendars
- Primavera E.V. Configuration
- Global Coding Structures
- WBS / CWBS Templates
- Data Limits, Defaults
- Data Management and Archiving
- Create Data Categories
- Data Dictionaries (Resource)

### Who should attend?

- Administrators, or those interested in becoming Administrators, who manage Primavera P6 Users Access and Security rights.
- Planners and Senior Planners aiming to broaden their knowledge and become Project Controls Managers.