



Making MS Project Work **FOR** You

NOT **AGAINST** You

While many people use Microsoft Project (or at least have it installed on their computer), not many use the full power of the program. Indeed, many people say they don't like it, finding the tool "too complicated" or "too frustrating" to use.

In this one-day session, you will learn practical steps and techniques to make Microsoft Project work to manage your schedules, your resources, and your budgets. In addition, you can see a preview of the upcoming release of Microsoft Project 2010 and its improved interface, making it easier to unleash the power of Microsoft™ Project.

Visit www.Monster.com and search on PMP (Project Manager Professional) and you will see over 1200 jobs looking for candidates with this certification. Jump over to www.CareeBuilder.com and you'll find even more. Not only is there a need for quality project managers, they get paid more when they have a PMP certification. It may be time to upgrade your resume and move your career forward by registering for this program today.

Move Forward in Your Business by Unleashing the Full Power of Microsoft™ Project!

EVENT INFO

Date: Fri. Mar. 12, 2010

Time: 8:30am to 5:00pm

Location: Blue Moon Event Center
1604 Gateway Circle
Grove City, OH 43123

Cost: \$295 first registration \$149 each add'l
Early-bird: \$245 before Feb. 19

Registration: www.SpeakerStudioEvents.com

Register today online at
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A G E N D A

morning

afternoon

- Use the five-step process of setting up a new project plan
 - Use the split-screen view to gain more control over a schedule
 - Build predictable project plans by understand the scheduling formula and its components, task Types and Effort-driven options.
 - Techniques for quickly and accurately creating dependencies between tasks
 - Understand resource types, including new Cost and Budget resources, and how to assign them to tasks
- Understand how and when to save baselines of a project plan to retain historical information
 - Learn how and when to track progress of tasks using duration, work hours, or cost.
 - Learn how to make changes to a project schedule with confidence
 - Understand new features and functions available in the upcoming release of Project in 2010



Bud Ratliff PMP, MCTS, MCSE, MCT, Project+, MVP-Project

Bud has an extensive background as a Systems Engineer, working with large infrastructures, and his training and experience as a Project Manager gives him the unique ability to understand the processes and technology required to implement successful projects. An entertaining and engaging speaker, Bud has delivered many Project Management practitioner and certification classes, and trained Microsoft Partners across the United States, Mexico, and Brazil on how to envision, plan, implement, and manage Enterprise Project Management solutions. Bud holds the highest systems engineer (MCSE) and training (MCT) certifications from Microsoft, the Project+ certification from CompTIA, and earned the coveted Project Management Professional (PMP) certification from the Project Management Institute.

WHO SHOULD ATTEND?

Any one struggling with MS Project.

Method of Payment:

- Check payable to The Speaker Studio
- Credit Card: MC VISA AMEX Discover (Paypal accepted online only)



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Cancellation Policy: If you cannot attend, you may send a substitute or receive a credit memo toward a future workshop. If you cancel your registration up to five business days before the workshop, your registration will be refunded less a \$10 registration fee.