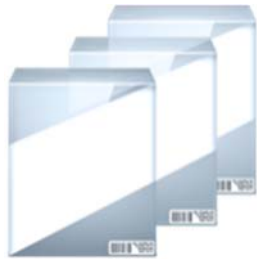


# CA PA for CA PPM 15.x: Microsoft Project Integration 200



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## PRODUCT RELEASE

CA PPM 15.1

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## DURATION & COURSE CODE

- One (1) Hour
- 33CLR25744

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## PREREQUISITES

- Good working knowledge of managing projects in Microsoft Project
- Good working knowledge of project and resource management in CA PPM

## Content Overview

With corporate priorities continually evolving due to rapidly changing market conditions, strategic project management becomes daunting. With CA Project & Portfolio Manager (CA PPM) 15.x integrated with Microsoft Project, you get the combination of ease of use of Microsoft Project and the extensive enterprise data storage and reporting capacity of CA PPM. This integration enables you to better forecast and plan the cost of projects, gain visibility into the demand for labor resources, and control the completion of tasks and project deliverables.

This content is designed to teach project managers and other project team members how to create and manage their projects using CA PPM with Microsoft Project. Setting up projects, tasks, and resources in an integrated environment with day-to-day management techniques for work plans is the key focus. Tips for converting legacy projects to CA PPM with helpful reminders that indicate the ideal scenarios for integrating the applications are also included. CA PPM integrated with Microsoft Project can help you drive strategic initiatives across your entire enterprise by managing your dynamic business requirements, complex projects, global resources, and limited budgets. This training is valid for CA PPM 15.2, CA PPM 15.3 and CA PPM 15.4.

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## What Is Covered

- Install the interface of Microsoft Project to add its functionality to CA PPM.
- Manage projects with the Microsoft Project interface to help gain full visibility into all relevant project data.
- Manage the Work Breakdown Structure (WBS) for better control over the completion of tasks and project deliverables.
- Manage resources by assigning and tracking resources, which is crucial for the successful planning, deployment, and completion of projects and investments.
- Effectively plan around tracked progress by controlling your project.

## INTENDED AUDIENCE

- Business Analyst
  - Business End User
  - Business Team Member
  - IT Manager
  - Key Resource
  - Key Stakeholder
  - Process Manager
  - Project Management Office
  - Project Manager
  - Project Sponsor
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## For Managers

One of the key functions of your project managers is to drive strategic initiatives across your entire enterprise by managing business requirements, complex projects, global resources, and limited budgets. This content is designed for your project managers who are responsible for the management of the project plan in the Microsoft Project scheduling tool integrated with CA PPM.

This training offers your project team the ability to build and analyze the estimated hours, costs, and schedules for the life of a project. It is vital that your team fully understand the integration so they can maximize the benefits to apply to the ongoing and new projects in your organization.

The CA Productivity Accelerator is a unique, synchronized, customizable solution that helps you quickly create the critical documentation, training, and support materials your organization needs to drive user productivity throughout the lifecycle of your software. The content includes the source file and up to 13 different forms of output, depending upon availability at the time of content development. Customization with one single authoring effort is available to those who have the CA Productivity Accelerator Developer.



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## Lessons Included

<b>1 – Microsoft Project Interface: Configuring the Integration</b>	<b>2 – Interface Management: Managing Projects</b>
<ul style="list-style-type: none"> <li>▪ Install the CA PPM Microsoft Project interface</li> <li>▪ Examine Microsoft Project settings for optimal integration</li> <li>▪ Setting Microsoft Project parameters in CA PPM</li> <li>▪ Manage integration field mappings</li> </ul>	<ul style="list-style-type: none"> <li>▪ Set Microsoft Project as the desktop scheduler</li> <li>▪ Open a Project from CA PPM into Microsoft Project</li> <li>▪ Open a CA PPM project from within Microsoft Project</li> <li>▪ Create a project in CA PPM</li> <li>▪ Save a project created in Microsoft project to CA PPM</li> <li>▪ Examine file locking in CA PPM</li> <li>▪ Locally saved project files and XML driver logging files</li> <li>▪ Examine additional file locking messages</li> <li>▪ Update subproject data in Microsoft Project</li> </ul>
<b>3 – Interface Management: Managing Tasks</b>	<b>4 – Interface Management: Following Rules and Best Practices</b>
<ul style="list-style-type: none"> <li>▪ Examine scheduling terminology</li> <li>▪ Examine task constraints</li> <li>▪ Examine task actuals</li> <li>▪ Set interproject dependencies</li> </ul>	<ul style="list-style-type: none"> <li>▪ Manage views</li> <li>▪ Manage resources</li> <li>▪ Set baselines</li> <li>▪ Track actuals</li> <li>▪ Prepare legacy projects for uploading to CA PPM</li> </ul>



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