

OnDemand CA PPM 15.3: New User Experience - Time Management 200



Course Overview

Project confidence is mission critical in today's application economy. The New User Experience (New UX) for CA Project and Portfolio Manager 15.3 (CA PPM 15.3) provides you with a convenient, simple, and easy way to plan and manage resource capacity and balance it against work demand, a required approach for any project and resource management strategy.

PRODUCT RELEASE

CA PPM 15.3

COURSE TYPE, LENGTH & CODE

- Web Based Training (WBT)
- Thirty (30) minutes
- Course Code: 33CLR25550

PREREQUISITES

- Knowledge of accessing web-based information

WHO SHOULD ATTEND

- Project Manager
- Program Office Manager
- IT Services Manager
- Business Analyst
- Application Administrator
- Financial Administrator
- Data Administrator
- System Administrator

What You Will Learn

- Manage timesheet submission, approval and adjustment
- Enter time for others

For Managers

The New UX engages your team and becomes an intuitive and natural extension for how they work. Management does not want any surprises and needs the data to tell an accurate story so that it can be trusted to make sound business decisions.

This content demonstrates how to use the New UX from the perspective of:

- A team member, who books work on timesheets
- A timesheet approver, who enters time for others, and reviews and approves timesheets

Course Agenda

1 – Manage Timesheets

- Create a timesheet
- Enter time in a timesheet
- Add notes to a timesheet
- Submit and return a timesheet
- Adjust a timesheet
- Review and approve a timesheet
- Enter time for others



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