

How Two Different Companies Use Microsoft Project

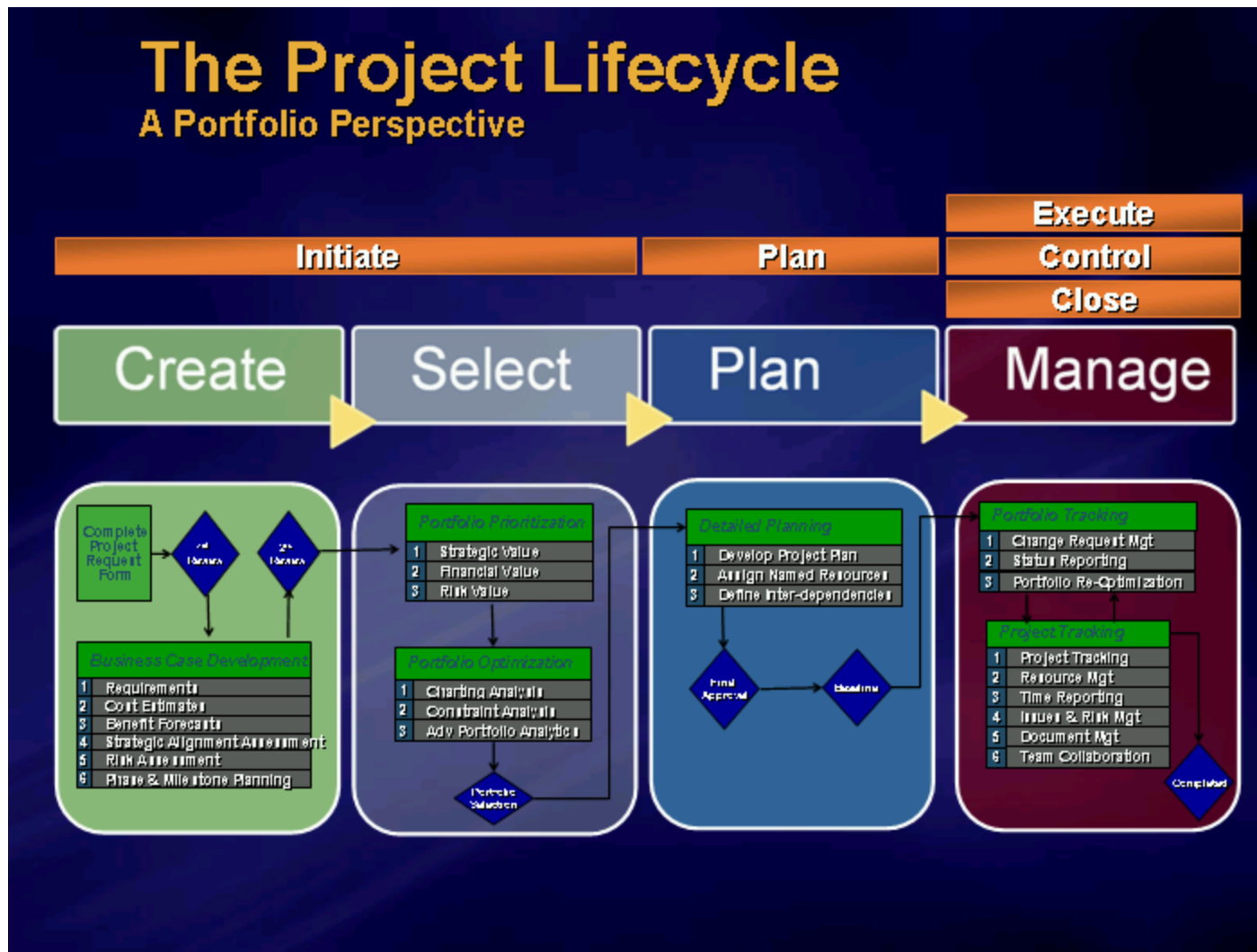
Warren Krueger
Microsoft Corporation
Email: warren.krueger@microsoft.com

How Two Different Companies Use Microsoft Project

Objectives

- Understand the diversity with which Microsoft Project can be used
- Look at how two different companies use it

Objectives



The Project Lifecycle A Portfolio Perspective

Microsoft Project Comparison

Company "A" Aerospace

- Complex projects
- Earned value req.
- Thousands of tasks
- Manage to negative float

Company "B" Real Estate Investment Trust

- Thousands of capital improvement projects
- Needed simplified planning and tracking

Microsoft Project Comparison



Walkthrough
demo

Aerospace Company A
REIT Company B

Slide 5

Proposal Entry

Project Details - Project Web Access - Microsoft Internet Explorer

Address: http://projectconf2006/projectservers/_layouts/PWA/LightWeightProjects/LWFDetails

Project Web Access

Project Details

Use this page to edit Work Tracker project details.

Project Information | Project Details

Link Tasks | Unlink Tasks | Link Document

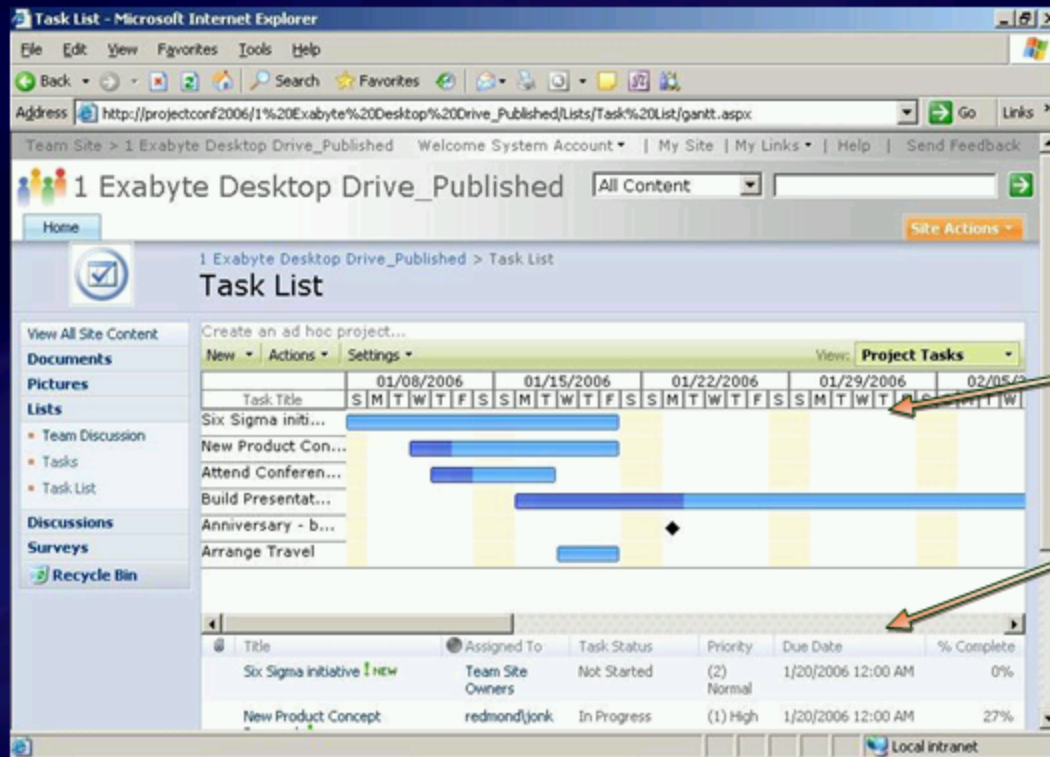
Task Name	Milestone
Define Phase	<input type="checkbox"/>
Measure Phase	<input type="checkbox"/>
Analyze Phase	<input type="checkbox"/>
Improve Phase	<input type="checkbox"/>
Control P	<input type="checkbox"/>

Save Publish Cancel

Beta software, subject to change

Proposal Entry

Project Task List in WSS



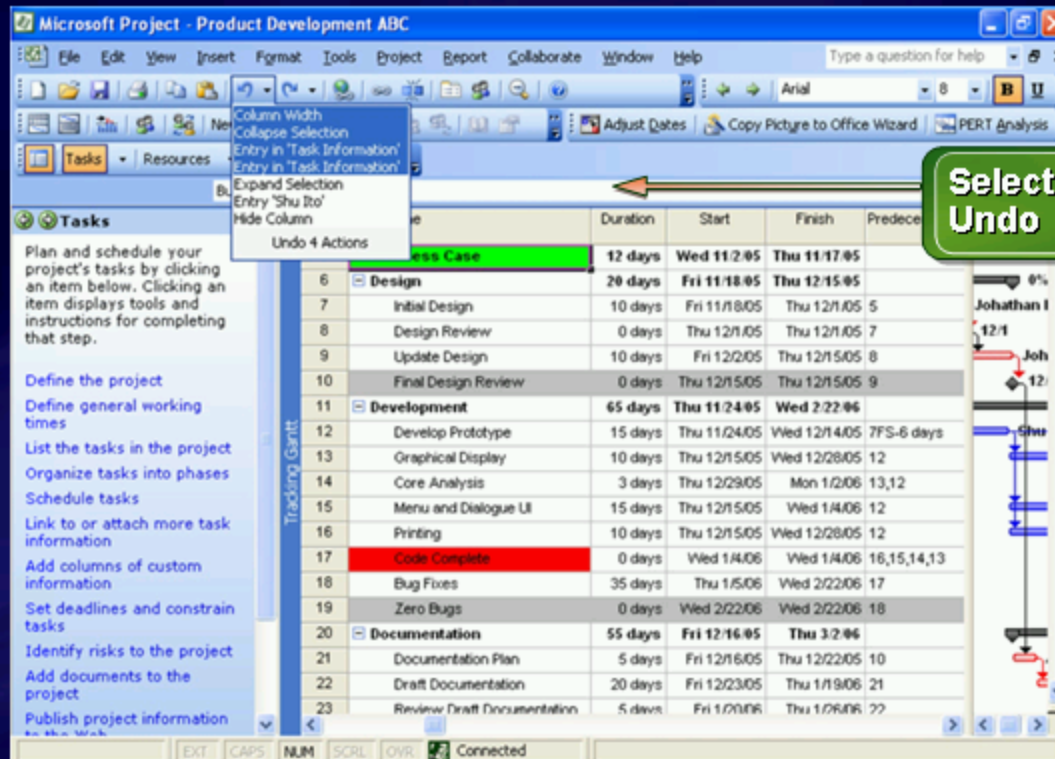
Gantt Chart

List of tasks

Beta software, subject to change

Project Task List in WSS

Multiple Level Undo



Beta software, subject to change

Multiple Level Undo

Transparent

The screenshot displays the Microsoft Project interface for a project named '2003_demo_file_change.mpp'. The 'Task Drivers' dialog box is open, showing details for 'Task: 9 - Graphical display' starting on 'Mon 8/22/05'. The task list shows a hierarchy of tasks including 'Module 3', 'Design', 'Development', and 'Documentation'. The Gantt chart visualizes the project schedule with task bars and dependencies. Three green callout boxes highlight features: 'Task Drivers' (pointing to the dialog), 'Background cell formatting' (pointing to the 'Graphical display' task cell), and 'Improved Gantt bars' (pointing to a task bar in the chart).

Task Drivers

Background cell formatting

Improved Gantt bars

Beta software, subject to change

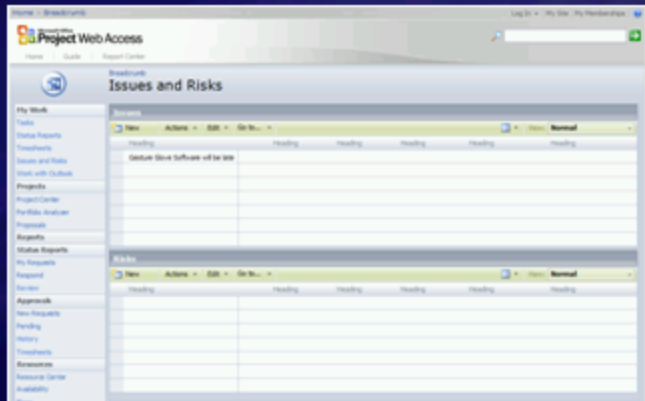
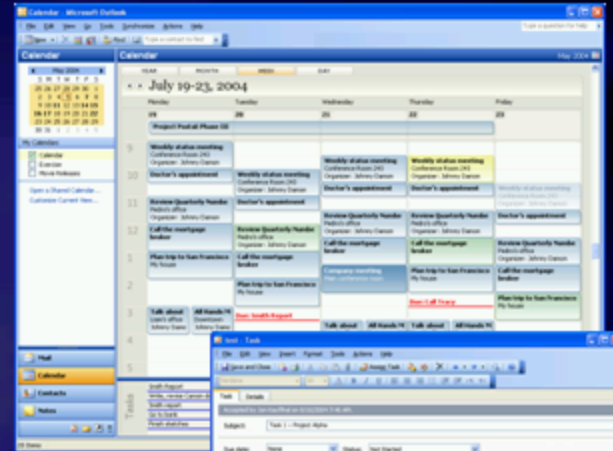
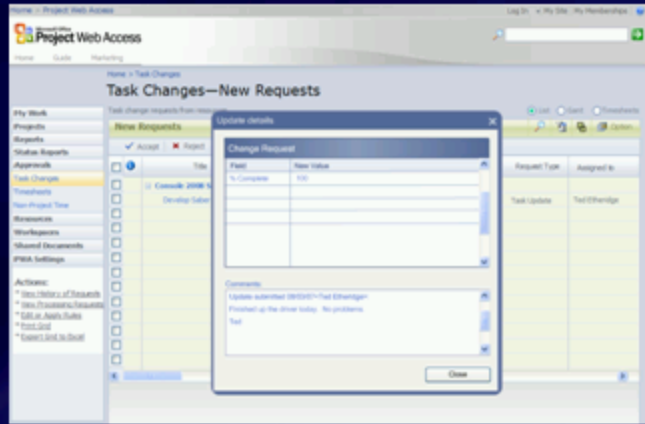
Transparent Scheduling

Communicate

The screenshot shows the 'Visual Reports - Create Report' window. It features a 'Select Template' section with checkboxes for 'Microsoft Excel' and 'Microsoft Visio'. Below this are tabs for 'Task Usage', 'Resource Usage', and 'Assignment Usage', with sub-tabs for 'ALL', 'Task Overview', 'Resource Overview', and 'Assignment Overview'. A list of report templates is displayed, including 'Budget', 'Completed Tasks', 'Critical Tasks', 'Earned Value', 'Milestones', 'Overallocated Resources', 'Project Summary', and 'Resource Workload'. On the right, there are buttons for 'New Template...', 'Edit Template...', and 'Manage Template...', along with a 'Select Custom Fields' checkbox. A 'Sample' preview area shows a hierarchical tree diagram. A green callout box with an arrow pointing to the 'New Template...' button contains the text 'Create library of custom reports'. At the bottom, a green callout box with an arrow pointing to the 'View' button contains the text 'Integration with Office System'. The text 'Beta software, subject to change' is located at the bottom left of the window. In the background, a preview of a 'Resource Workload by Area' report is visible, showing a hierarchical structure with resource icons and data tables.

Communicate Results

Connect to Teams



Beta software, subject to change

Connect to Teams

Manage Resources' Time

The screenshot shows a web browser window with the address bar at 'http://home'. The page title is 'My Timesheet'. Below the title bar, there are navigation links: 'Home > My Work > Timesheet > Timesheet A'. The main content area contains a table for tracking time. The table has the following columns: Project Name (20), Task Name (30), Billing Category (15), Account Code (10), Comments (30) w/Wrap, and a grid for days of the week (Sun 13, Mon 14, Tue 15, Wed 16, Thur 17, Fri 18, Sat 19) and a Week Total column. The first row shows 'Administrative' for 'Home with sick child' with a 'Sick' billing category and account code '1234567890', with 24 hours logged for each day from Sunday to Saturday, totaling 168 hours. The second row shows 'Administrative' for 'Week at the Beach' with a 'Vacation' billing category and account code '55534349843'. Below the table, there are 'Day Totals' and a 'Total Hours' field set to 0. At the bottom right, there are 'Save', 'Cancel', and 'Submit' buttons.

Project Name (20)	Task Name (30)	Billing Category (15)	Account Code (10)	Comments (30) w/Wrap	Sun 13	Mon 14	Tue 15	Wed 16	Thur 17	Fri 18	Sat 19	Week Total
<input type="checkbox"/> Administrative	Home with sick child	Sick	1234567890		24	24	24	24	24	24	24	168
<input type="checkbox"/> Administrative	Week at the Beach	Vacation	55534349843									
<input type="checkbox"/> Basic Project Name (20)	Research Competition		55534349843	Create Background Information								
<input type="checkbox"/> Basic Project Name (20)	Plan Phase I		55534349843									
<input type="checkbox"/> Basic Project Name (20)	Plan Phase II		55534349843									
<input type="checkbox"/> Basic Project Name (20)	Design Phase I		55534349843									
<input type="checkbox"/> Basic Project Name (20)	St. Joseph's Hospital Billing		55534349843									
<input type="checkbox"/> Basic Project Name (20)	NW Hospital		55534349843									
<input type="checkbox"/> Basic Project Name (20)	Third Project Heading		55534349843									
<input type="checkbox"/> Basic Project Name (20)	Forth Project Heading		55534349843									
<input type="checkbox"/> Basic Project Name (20)	Project X		55534349843									
<input type="checkbox"/> Basic Project Name (20)	Project Y		55534349843									
Day Totals					XX	XX	XX	XX	XX	XX	XX	XX

Due - Monday 19th 2004

Total Hours: Save Cancel Submit

Manage Resources' Time

Key Themes

- Successful use of any tool is all about the process
- Schedule at the level of detail that's "Just Enough"
- Don't forget the "Tracking" part

Key Themes