

Planning, Deploying, and Managing Microsoft Enterprise Project Management 2003 Solution

Course 2732: Five days; Instructor-led

Introduction

The goal of this five-day, instructor-led course is to provide systems engineers with the knowledge and skills necessary to effectively plan, deploy, and manage a Microsoft Office Project Server 2003 solution.

Audience

Candidates for this course are IT professionals who operate in medium to very large computing environments that use the Microsoft Windows Server™ 2003 operating system. Typical environments in which they work have these characteristics:

- Supported users ranging from 100 to 5,000 or more
- Multiple physical locations

Typical products and technologies include Windows Server 2003, Internet Information Services (IIS), Microsoft Windows® SharePoint™ Services, Microsoft SQL Server™, Project Server 2003, Microsoft Project Professional 2003, SQL Analysis Services, Office Web components and messaging and collaboration platforms, and network security products and technologies.

At Course Completion

After completing this course, students will be able to:

- Describe an Enterprise Project Management solution.
- Plan a Project Server infrastructure.
- Install and configure Project system servers.
- Implement Project Server 2003.
- Plan the Project Server deployment.
- Plan client software distribution.
- Deploy client software.
- Plan Project Server 2003 operations.
- Configure and manage resource and project data.
- Configure and manage views and security.
- Administer Project Server 2003.
- Migrate project data.

- Plan the testing of a Project Server 2003 deployment.
- Troubleshoot Project Server 2003.

Prerequisites

Before attending this course, students must have:

- Completed Course 2279: Planning, Implementing, and Maintaining a Microsoft Windows Server 2003 Active Directory Infrastructure.
- A working knowledge of basic project management concepts.

Microsoft Certified Professional Exams

This course will help the student prepare for the following Microsoft Certified Professional exam:

- Exam 70-281: Planning, Deploying, and Managing an Enterprise Management Solution

Course Materials

The student kit includes a comprehensive workbook and other necessary materials for this class.

Course Outline

Module 1: Overview of an EPM Solution

During the deployment of a Project Server 2003 infrastructure, a systems engineer must know the terminology used in project management and in Project Server 2003. In this module, the students are introduced to these terms and how they are used. In addition, the students must analyze functional specifications as they are written by the business analyst and project manager. This module discusses the components of the functional specifications, and the relationships of other job roles in a Project Server 2003 solution.

Lessons

- Introduction to Project Server 2003
- Practice: Identifying Project Terms
- Deploying Project Server 2003
- Practice: Identifying Processes and Components

Lab A: Overview of Project Server 2003 Deployment

- Case Study

After completing this module, students will be able to:

- Describe Project Server 2003 at a high level.
- Describe how to deploy Project Server 2003.

Module 2: Planning the Project Server 2003 Infrastructure

This module covers the tasks, tools, and knowledge needed to plan the Project Server infrastructure. The module explains what the components are within the infrastructure and how to plan for optimum usage.

Lessons

- Introduction to the Logical Architecture of Project Server 2003
- Practice: Identifying Project Server 2003 Components
- Analyzing Current Infrastructure
- Planning for High Availability and Scalability
- Practice: Creating a High Availability and Scalability Plan
- Planning the Physical Architecture for Project Server 2003
- Practice: Creating a Physical Architecture Plan
- Planning Security for System Servers
- Practice: Creating a Security Plan for System Servers

After completing this module, students will be able to:

- Describe the logical architecture of Project Server 2003.
- Describe how to analyze current infrastructure.
- Describe how to plan the physical architecture of Project Server 2003.
- Describe how to plan security for system servers.

Module 3: Installing and Configuring Project System Servers

This module covers the tasks, tools, and knowledge needed for installing and configuring Project system servers.

Lessons

- Creating Service Accounts
- Practice: Creating and Configuring Project System Service Accounts
- Installing and Configuring IIS 6.0 Servers
- Practice: Configuring IIS 6.0 Server
- Configuring SQL Server for Project Server 2003 Installation
- Practice: Configuring SQL Server for Project Server 2003 Installation
- Configuring Windows SharePoint Services
- Practice: Installing and Configuring Windows SharePoint Services

After completing this module, students will be able to:

- Create user accounts used for Project Server 2003 installation.
- Install and configure IIS 6.0 servers.
- Configure SQL Server 2000 for Project Server 2003 installation.
- Install and configure Windows SharePoint Services.

Module 4: Implementing Project Server

This module covers the tasks, tools, and knowledge needed to complete the installation and configuration of Project Server 2003, and to confirm that the connectivity to the Project system servers is complete.

Lessons

- Installing Project Server 2003
- Practice: Installing and Configuring Project Server 2003
- Migrating Analysis Services Repository
- Practice: Migrating the Analysis Services Repository

After completing this module, students will be able to:

- Install Project Server 2003.
- Describe Microsoft SQL Server Analysis Services data migration.

Module 5: Planning the Deployment of Project Server 2003 Clients

This module covers the tasks, tools, and knowledge needed to plan deployment of Project Server. Students will learn how to plan for client software distribution.

Lessons

- Selecting Client Software
- Practice: Creating a Client Software Plan
- Planning Client Software Deployment
- Practice: Creating a Client Software Deployment Plan

After completing this module, students will be able to:

- Select the client software.
- Plan the deployment of client software.

Module 6: Deploying Project 2003 Clients

This module describes how to determine the configuration and connectivity of client software used to access Project Server. The module will cover the two available client-end options: Project Professional and Microsoft Internet Explorer.

Lessons

- Deploying Project Professional 2003
- Creating a Custom Installation of Project Professional 2003
- Connecting Project Professional 2003 to Project Server 2003
- Practice: Connecting Project Professional 2003 to Project Server 2003
- Configuring Project Web Access Client Computers
- Practice: Configuring Project Web Access Client Computers
- Configuring Microsoft Outlook® Integration for Project Server 2003 Clients
- Practice: Configuring Outlook Integration for Project Server 2003 Clients

After completing this module, students will be able to:

- Configure Project Professional client computers.
- Configure Project Web Access client computers.
- Configure Microsoft Outlook Integration for Project Server 2003 clients.

Module 7: Planning Project Server 2003 Operations

This module covers the tools, tasks, and knowledge required to plan a Project Server 2003 operation, including planning the security structure, using Active Directory® to integrate Project Server 2003 resource pools and security groups, and importing or migrating existing project data.

Lessons

- Planning the Project Server 2003 Security Structure
- Practice: Creating a Project Server 2003 Security Structure Plan
- Planning to Integrate Project Server 2003 with Active Directory
- Practice: Creating an Active Directory Integration Plan
- Planning to Import Existing Data
- Practice: Creating a Plan to Import Data
- Planning Project Data Migration
- Practice: Creating a Project Data Assessment Plan
- Planning Disaster Recovery
- Practice: Creating a Disaster Recovery Plan

After completing this module, students will be able to:

- Plan the Project Server 2003 security structure.
- Plan to integrate Project Server 2003 with Active Directory.
- Plan to import existing data.
- Plan for project data migration.
- Plan for disaster recovery.

Module 8: Configuring and Managing Resource and Project Data

This module describes how to determine the configuration and connectivity of client software used to access Project Server. Lessons presented in this module will cover the two client-end options that are available: Project Professional and Internet Explorer.

Lessons

- Configuring Enterprise Custom Fields
- Practice: Configuring Enterprise Custom Fields
- Configuring Enterprise Outline Codes
- Practice: Configuring Enterprise Outline Codes
- Creating Enterprise Calendars
- Practice: Creating Enterprise Calendars
- Importing Projects and Resource Data into the Enterprise
- Practice: Importing Projects and Resources into the Enterprise
- Creating Generic Resources
- Practice: Creating Generic Resources
- Associating Resources with the Enterprise Custom Fields and Outline Codes
- Practice: Associating Resources with the Enterprise Custom Fields and Outline Codes
- Editing Resource Calendars
- Practice: Creating Resource Calendars

After completing this module, students will be able to:

- Configure enterprise custom fields.
- Configure enterprise outline codes.
- Configure enterprise calendars.
- Import project and resource data into the enterprise.
- Create generic resources.
- Associate resources with enterprise custom fields and outline codes.
- Edit resource calendars.

Module 9: Configuring and Managing Views and Security

Microsoft Project Server 2003 provides an administrator with a number of tools to manage and configure views and security. The lessons in this module describe the options available when configuring enterprise features, creating views, configuring security, and configuring account synchronization.

Lessons

- Configuring Enterprise Features
- Practice: Configuring Enterprise Features
- Creating and Configuring OLAP Cubes
- Practice: Creating and Configuring OLAP Cubes
- Creating Portfolio Analyzer Views
- Practice: Creating Portfolio Analyzer Views

- Creating Project, Resource, and Assignment Views
- Practice: Creating Project, Project Center, and Resource Views
- Configuring Project Server Security
- Practice: Configuring Project Server Security
- Configuring Account Synchronization
- Practice: Configuring Account Synchronization

After completing this module, students will be able to:

- Describe an overview of enterprise features.
- Create and configure the OLAP cube.
- Create Portfolio Analyzer views.
- Create Project, Resource, and Assignment views.
- Configure Project Server 2003 security.
- Configure account synchronization.

Module 10: Administering an EPM Solution

In this module, you will learn about the settings and how to manage them. You will also learn how to manage Windows SharePoint Services in a Project Server 2003 environment.

Lessons

- Managing Windows SharePoint Services
- Practice: Managing Windows SharePoint Services
- Configuring Project Server Features
- Practice: Configuring Project Server Features
- Configuring Tracking Settings
- Practice: Configuring Tracking Settings

Practices and Lab

- Lab: Administering an Enterprise Project Management Solution

After completing this module, students will be able to:

- Manage Project Server 2003 features.
- Configure tracking settings.
- Manage Windows SharePoint Services.

Module 11: Migrating Project Data

This module describes the tasks and procedures that you use to migrate data to Microsoft Project Server 2003.

Lessons

- Migrating Project Data from Previous Versions of Project
- Practice: Migrating Project Data from Previous Versions of Project
- Migrating SharePoint Team Services Data

After completing this module, students will be able to:

- Migrate project data from previous versions of Project.
- Migrate SharePoint Team Services data.

Module 12: Planning for Testing

Before deploying Project Server 2003 to the enterprise, you must test it. You will test at these levels: pilot, departmental and enterprise. In this module, you will learn how to plan measurements of system speed and delivery based on the roles of the users and how to plan testing the Enterprise Project Management systems.

Lessons

- Monitoring Role-Based Performance
- Practice: Creating a Role-Based Response Metrics Worksheet
- Creating a Test Plan for Project Server 2003
- Practice: Creating a Test Plan for Project Server 2003

Practices and Lab

- Lab: Planning Testing

After completing this module, students will be able to:

- Describe role-based response metrics.
- Describe how to prepare a test plan.

Module 13: Troubleshooting Project Server 2003

This module describes how to troubleshoot Project Server 2003.

Lessons

- Project Server Data Flow Paths
- Project Server 2003 Troubleshooting Tools
- Troubleshooting Project Server

Lab: Troubleshooting Project Server 2003

- Troubleshooting: Logging on to Project Web Access
- Troubleshooting: Logging on to Project Professional 2003

- Troubleshooting: Opening a Project in Project Web Access
- Troubleshooting: Opening a Portfolio Analyzer View in Project Web Access
- Troubleshooting: Opening a Project in Project Professional 2003
- Troubleshooting: Publishing a Project in Project Professional 2003

After completing this module, students will be able to:

- Describe the Project Server data flow paths.
- Describe the Project Server troubleshooting tools.
- Troubleshooting Project Professional 2003.