Asta Powerproject 2026 Intermediate
1 Day Course

Overview

Asta Powerproject, is a project, portfolio and resource management tool used to support project activity, at all levels of complexity, across a broad range of industry sectors. This practical course helps delegates to successfully create and manage effective and detailed project plans and will further explore key functionality within the product. It will benefit anyone wanting a thorough understanding of how to work with Powerproject.
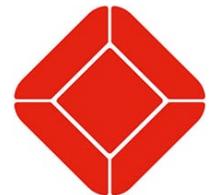
Audience

This course is aimed at project managers, programmers, planners and anyone needing to successfully create and manage effective project plans.

Course Objectives

By the end of this course, attendees will be able to:

- Enter a variety of task types
- View, Sort and Filter a project
- Work with Resources and Baselines
- Progress a project
- Create templates

Prerequisites

Delegates should have attended our Introduction course or have equivalent knowledge or experience. Delegates **MUST** have experience of creating basic programmes to attend this course.

Course Contents (1 days)

Tasks (more in-depth view)

- Linking recap and shortcuts
- Rescheduling
- Creating Expanded tasks
- Creating Buffer tasks
- Creating Hammock tasks
- Use recurring tasks

Working with Views

- Timeline
- Unique task IDs
- Task pools
- Columns and Tables
- Configure spreadsheet
- Change and Save Views

Resources

- Setting up a basic resource library
- Applying resources to tasks
- Using supplied Histograms to show resource allocations

Working with Baselines

- Create & Save a baseline
- Inserting delay activities to compare against a baseline for EOT submission
- Multiple baselines

Progress

- Progress entry using progress periods
- Straight line v Jagged line programmes
- Displaying multiple progress periods
- Comparing progress to a baseline
- Using the spreadsheet to report progress
- Assigning alternative calendars to tasks
- Adding notes to tasks

Using Supplied Filters and Sorts

- Using supplied Filters
- Combining filters to create new filters
- Using supplied Sorts

Creating a Company Template	Extra Content (if time permits)
• Creating and saving company templates	• User Defined Fields
	• Task activities

Course Materials

Enliten IT will provide each delegate with a pdf handout and other useful reference materials if applicable.

Note: We only offer Asta Powerproject courses on a private in-house basis. For pricing and availability just pick up the phone and call us on **0845 1085481**.