

Project Mentor

Comprehensive learning solutions

factsheet

A complete set of Microsoft Project learning solutions that you can use what, how and when you want

Today, just knowing your way around Microsoft Project isn't enough. You need more. Project Mentor provides this; teaching you how to manage real work undertaken by real people against real budgets.

Tying in key project management concepts with Microsoft Project functionality, Project Mentor has been carefully designed to provide a comprehensive learning environment for beginners and experts alike. You'll learn how to:

- Create robust structured project plans with appropriate levels of detail.
- Plan and manage resource workloads and capacities.
- Share project information with co-workers and key stakeholders.
- Optimize your project's schedule using sophisticated what-if analysis tools.
- Track actuals and replan task and work estimates.
- Manage multiple projects sharing resources from a common pool.

Plus much more besides.

With a user interface similar to Microsoft's Project Web Access, Project Mentor provides a welcoming and intuitive learning environment. Designed at the outset with ease of use in mind, Project Mentor lets you concentrate on gaining skills, abilities and knowledge whenever you use it. Theme projects have been carefully created with thought-provoking scenarios to simulate planning and managing real projects.



project solutions that make a difference

Use the Learning Wizard as a step-by-step learning guide

To help you learn Microsoft Project in a step-by-step approach, use the Learning Wizard. Intuitive guides are always there to give you a helping hand; advising you what you should do, why you should be doing it and how to do it. If you are a complete Microsoft Project novice, or just wanting a little assistance, the Learning Wizard is for you.

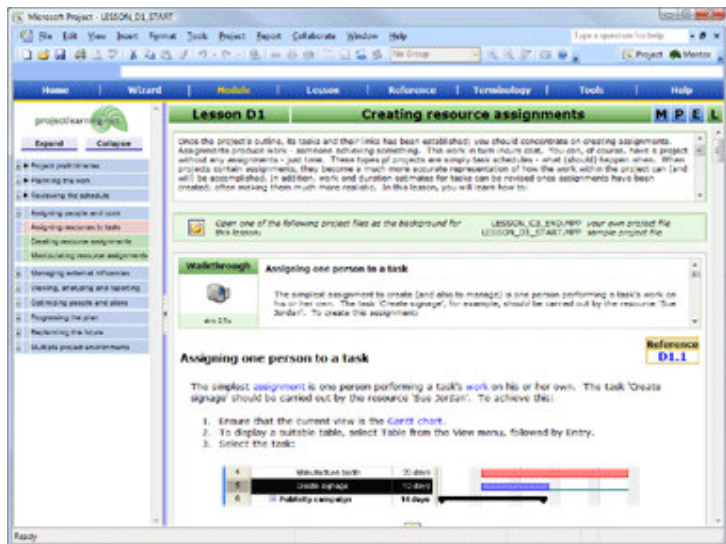
The image to the right shows the homepage of the Learning Wizard. From this page you can continue step-by-step through the wizard or go directly to the start of a module, with the wizard always remembering your position whenever you exit and restart Project Mentor.



Use Lessons to teach yourself how to accomplish practical project objectives

In each of Project Mentor's 30 lessons, there are a number of objectives for you to accomplish. Each of these objectives map to the disciplines required for managing real projects. As you progress through the lessons, you will be gaining skills and abilities, matched to practical project requirements.

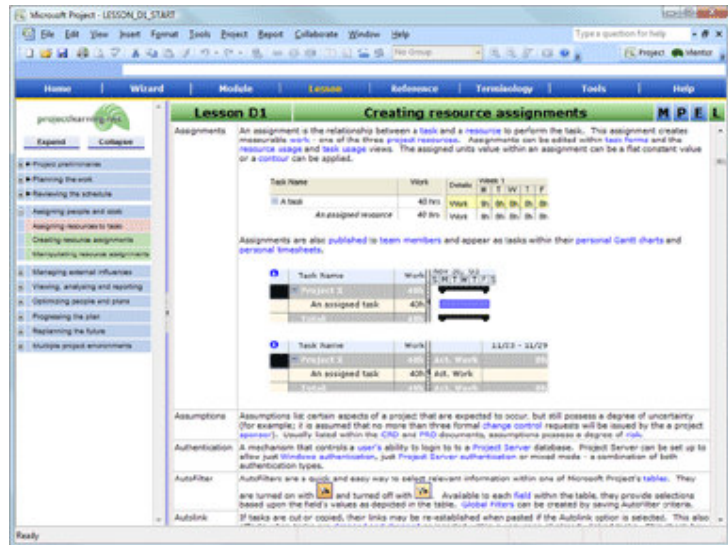
The image to the right shows Lesson D1 - the first of two lessons within Module D. Step-by-step instructions are complemented by audio-video walkthroughs and realistic sample data.



Keyword definitions are only one click away

Within Project Mentor you will find a comprehensive terminology listing. Comprising almost 600 definitions, each of which are themselves interlinked, the terminology page provides a detailed glossary of keywords and their meanings. Context-sensitive terminology links can be found throughout the lesson and reference pages so that you can immediately find out what you need to know.

The image to the right shows the Terminology Index. In this case, terminology definitions have been accessed by clicking on a context-sensitive keyword from within Lesson D1. Related keyword definitions can be found by clicking on keyword links. Returning to the lesson is achieved by clicking on the L button on the title bar.



Use an end-of-lesson quiz for a quick and easy test of knowledge

When you complete a lesson, just test yourself with a simple quiz. The answers that you receive will confirm what you have learnt, consolidating your knowledge in the process.

The image to the right shows the quiz that concludes Lesson D1. Once a lesson has been finished, it can be marked as completed. Completed modules, lessons and references are highlighted within a navigator pane.

