

# Microsoft Project 2010: A Scheduling Tool for Successfully Managing Your Projects, 2nd Edition

Steven S. Edwards, Michael A. Agnello, J. Fletcher Hearns

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Every project, regardless of its size or complexity must have a plan to succeed. As part of that project plan, a comprehensive and manageable project schedule is needed. Planning and scheduling projects in a systematic and logical fashion is paramount to the success of an overall program. Through this hands-on training manual, a clear, comprehensive, step-by-step methodology for setting up, entering, managing, and tracking a project schedule using Microsoft® Project 2010 is presented. The product includes: A professional bound 500+ full color instruction manual that is rich with color screen captures and process details that provide step-by-step management processes. Additional training course material includes: A laminated desktop reference illustrating step-by-step workflow processes, a CD Rom containing Microsoft Project Macros and Add-Ins written by Edwards Project Solutions, Custom Tools, Templates, "Check-Point" project schedules from the course, and sample Schedules and Exercises.



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