ProjectWise V8i for End Users Training

Course Description

Duration:

1 - Day

Prerequisites:

Prerequisites for the course are:

- ◆ None

Course Objectives:

This course is a beginning level course which focuses on the key features and functionality of the ProjectWise interface. This course is a blend of instructor-led and hands-on computer-based learning, and introduces the project folder structure and working environment and covers collaboration using ProjectWise, document management, and integration with other applications (including Microsoft Outlook, MicroStation, and InRoads).

Learning objectives include:

- ◆ Define ProjectWise terms
- ◆ Describe how to work within the project folder structure to manage documents, files and folders in ProjectWise
- ◆ Explain how to import existing project files into ProjectWise
- ◆ Explain how to populate ProjectWise attributes for all project file types
- ◆ Describe how to use ProjectWise to collaborate with the project team

Target audience:

This course is recommended for all CDOT employees.