regoconsulting

CA PPM Expertise On Demand

Introduction to CA PPM Application Administration

COURSE DESCRIPTION
Introduction to CA PPM Application Administration is an introductory-level course designed for individuals responsible for the functional administration of CA PPM.

AUDIENCE – Admins

COURSE TYPE – Onsite / Online

PREREQUISITES – None

DURATION – 8:00 AM to 5:00 PM; one-hour lunch

COURSE OUTLINE

Introduction
- Application Administration Overview

CA PPM Overview
- Basic Structure Overview
- Simple Project Management
- Simple Resource Management

Resource Setup
- Resources vs. Users
- Resource/User Status and Implications

CA PPM Security
- Types of Rights: Inherent, Instance, OBS, and Global
- Creating and Managing Group and OBS Security
- Object Security Available:
  - o Display Conditions
  - o Securing Sub-Objects
  - o Securing Sub-pages
- Best Practice in Security:
  - o Resource Manager
  - o Project Manager
  - o System Admin
  - o PMO
  - o Individual Contributors
- Monitoring security rights and license counts
- Exercises

Organizational Breakdown Structure (OBS)
- OBS Purpose and Use

Project Setup
- Non-Project Investments – Idea, Other Work, Applications, Products, Assets
- Idea to Project Process
- Project Creation – New and New from Template
- Creating and Managing Templates
- Exercises

CA PPM Studio
- Studio Overview
- Lookups
- Object Attributes Overview
- Object Views
- Audit Trail
- Exercises

Introduction to Portlets and NSQL
- Portlet Overview
- Adding Portlets to Personal Overview Page

Ongoing Data Management
- Time Reporting Periods
- Base Calendars
- Reports and Jobs
- Time Slicing

Best Practice Support Activities
- Daily, weekly, and monthly activities for jobs, processes, logs
- Options for tracking enhancements, defects, and requests coming into a support team
- Frequently asked questions

Introduction to RegoXchange
- Available Portlets and Solutions