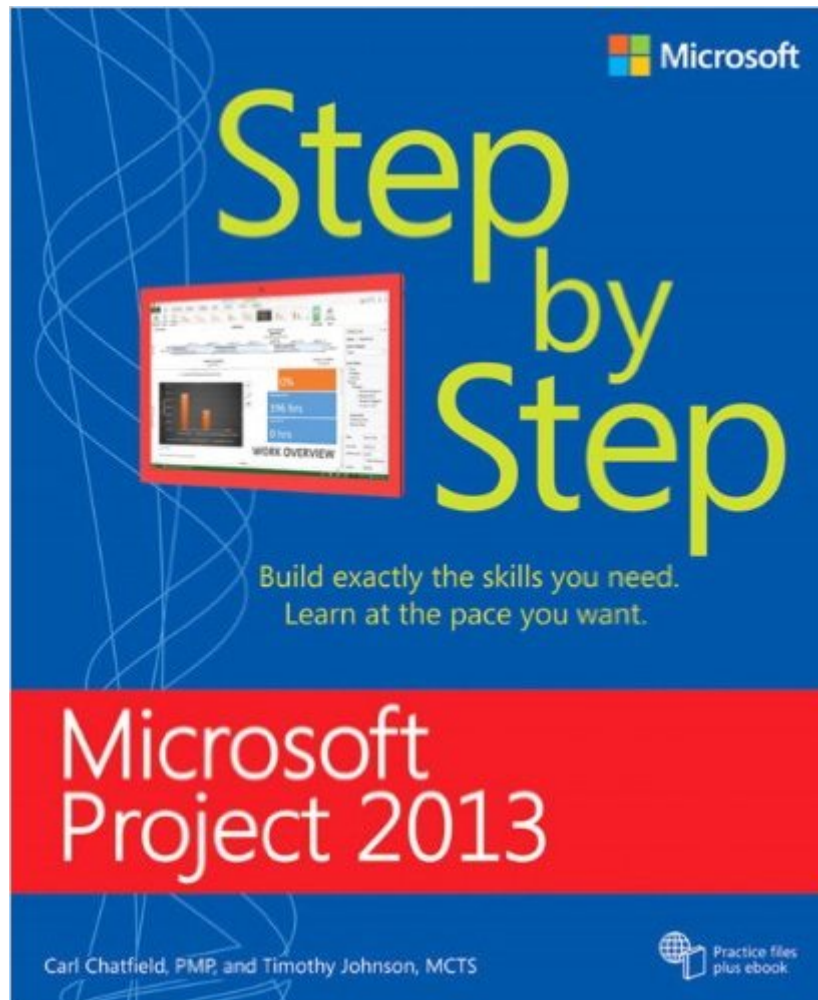


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# Microsoft Project 2013 Step By Step



## Synopsis

Experience learning made easy - and quickly teach yourself how to manage the complete project life cycle with Project 2013. With Step by Step, you set the pace - building and practicing the skills you need, just when you need them! Work with Project 2013 on your PC or touch-enabled device

- Build and fine-tune your project plan
- Schedule tasks and milestones, and assign resources
- Track progress and costs, and manage variances
- Troubleshoot delays and budget overruns
- Customize Gantt chart views, tables, and calendars
- Learn project-management best practices

## Book Information

Series: Step by Step

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Shipping Weight: 2.3 pounds (View shipping rates and policies)

Average Customer Review: 4.4 out of 5 stars [See all reviews](#) (73 customer reviews)

Best Sellers Rank: #15,018 in Books (See Top 100 in Books) #1 in [Books > Computers & Technology > Software > Microsoft > Microsoft Project](#) #1 in [Books > Computers & Technology > Business Technology > Microsoft Project](#) #4 in [Books > Computers & Technology > Business Technology > Software > Project Management Software](#)

## Customer Reviews

I have used the Microsoft "Step by Step" series books throughout my career, and they are best for gaining a complete 10,000 foot view of a particular application. If you are already familiar with an app, then this is not the resource you want to start off with. I had not used Microsoft Project since Project 2007, and I hadn't used it that much in my job anyway so I bought this to get me up to speed on the interface changes, new features, etc. The best thing about Step by Step books is that they provide practice files and EXACT instructions so you know that you are using the application correctly. Great series. I highly recommend it for beginners and intermediate users who want a good solid understanding of an app. For a deeper dive on individual aspects of the app, I would choose another resource like "Project Unleashed", etc.

The reason why I purchase this book was because it is apart of my curricula for my MSPM program. The book is easy to read and easy to follow. I am already on chapter three and can navigate the program very well. The end of chapter exercises are helpful as well. They keep your skills in check. I am so glad I purchased this book. I highly recommending this book for those seeking to pursue a career in project management.

Nothing more than a typical "step-by-step" book, a boring collection of recipes on a big product, but still helpful and useful, meant to be this way. Use it with the project files you'll find online to get quickly up to speed with the latest version of Microsoft Project.

As the title indicates, this book provides the steps and features needed to successfully manage a project. Given the complexity of MS Project, I liked that it starts out with a section with several chapters on a simple scheduling basics. Then once the user gains experience with the basics, he or she can continue with advanced scheduling techniques.

Wonderful book for the beginner. It comes with practice files that go along with the book. It walks you through just like the title step by step. Many books proclaim that, but expect you to "know" some things already. This book teaches the things to "know"1

Not that I loved reading this book, but it's really well written. The pictures are helpful, and it's step by step really really helps with that complicated MS project. Now, here's the funny thing, this was purchased for school and I learned a lot, but NO ONE IN THE BUSINESS USES the MS Project Management tool. Not even people at Microsoft. I know how to use this tool because of this book better than the people who work for MS! Hey, buy this book, learn something, but don't expect anyone in PM to ever use this product. Hey Maybe I'm wrong. No worries either way. Great Book - Boring Read (I mean REALLY BORING READ) but super useful/helpful. Oh and when I say boring, I mean BORING! As in, I fell asleep reading the same sentence over and over and over again and I read the whole book. Totally keeping this though, because MS project is the most complicated horrible tool out there. Maybe MS project would be great for projects that takes years and years and years to complete. That I get... Great Book considering this is not a tool (MS Project) I enjoyed using.

As with most tutorial resources, the user is required to have a basic understanding of: (a) computer

navigation; (b) framework (what activities are to be performed); (c) sequence (when) of activities to be performed; (d) what (or who) resources to assign to the activities; and (d) at what level of granularity to plan said activities (& to measure performance). In short, no one resource can answer all questions to the satisfaction of all users. Be prepared to invest time to master the content of this resource.

Though content was good (only reason it received 3 stars), the print quality was horrible (worth 1 star because there was ink on the page). Most of the screen captures were worthless. Everything looked as if it was printed in fast draft on recycled paper. First time I've ever returned a book because of quality. Normally Microsoft does a great job.

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