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	Nota di contenuto	Chapter 1: Introduction to Microsoft Project: Understanding the Platform -- Chapter 2: Getting Started with Microsoft Project -- Chapter 3: Managing tasks with Microsoft Project -- Chapter 4: Resource Management using Microsoft Project -- Chapter 5: Fine Tuning Project Schedule -- Chapter 6: Budget and Cost Management using Microsoft Project -- Chapter 7: Seamless integration of Microsoft Project with Microsoft 365 family -- Chapter 8: Agile Project Management using Microsoft Project -- Chapter 9: Microsoft Project Reports and Analytics -- Chapter 10: Advanced Features of Microsoft Project and Future Trends in Project Management.
	Sommario/riassunto	Microsoft Project has been a trusted tool for professionals globally, providing robust solutions for planning, executing, and tracking projects of any scale. This book serves as a comprehensive guide to mastering Microsoft Project, offering everything you need to elevate your project management skills and achieve your goals efficiently. The book starts by exploring Microsoft Project features and setting up your Project profile. You will then learn how to manage tasks and resources in Microsoft Project. Further, you will demonstrate scheduling and timelines followed by a deep dive into budgeting and cost management of the project. Moving forward, you will understand Microsoft Project's integration with M365 and learn Agile Project Management techniques. In the end, you will learn the advanced features and future possibilities in Microsoft Project along with expert tips for efficiency. After reading

the book, you will be able to create detailed project plans, set milestones, and develop schedules using Gantt charts and other tools. What You Will Learn: Use Gantt charts and other tools to create project plans, set milestones, and develop schedules Discover how to assign resources to tasks, manage workloads, and optimize resource allocation Gain skills in estimating project costs, tracking expenditures, and managing budgets effectively Learn how to update project status, track progress against the plan, and manage changes efficiently Integrate Microsoft Project with other Microsoft tools like Teams and SharePoint for enhanced collaboration.