



STO 101 Agenda

The following agenda outlines the topics that will be covered during *Planning, Scheduling, and Executing STOs in SAP PS and PM with Prometheus*. Attendees will also receive a detailed Course Booklet with instructions, guidelines, and screenshots to use throughout the course. The Course Booklets are intended for attendees to take notes in and take with them at the close of the course.

Prometheus Group encourages all Prometheus Group University attendees to take the optional Certification Test on the final day of the course. If an attendee passes the Certification Test, the attendee will be recognized as *PG Certified* and will receive a certificate and LinkedIn certification badge to share their accomplishment with colleagues.

Tuesday - Day 1

8:00 am	Welcome
	Class
	<i>The Importance of having Turnarounds in SAP</i> <i>Using SAP for Scoping and Structuring</i> <ul style="list-style-type: none"> • <i>Easily identifying potential scope</i> • <i>Aligning Real World with SAP</i>
9:45 am	Break
	Class
	<i>Defining Scope</i> <ul style="list-style-type: none"> • <i>What is the main goal of my Turnaround?</i> • <i>Review potential Turnaround work</i> • <i>Establishing guidelines and approving scope</i>
12:00 pm	Lunch
	Class
	<i>Building Structure in PS</i> <i>Getting Acquainted with CJ20n</i> <ul style="list-style-type: none"> • <i>How does it work</i> • <i>What are the key fields I should look at?</i>
2:45 pm	Break
	Class
	<i>Starting from the Drawing Board</i> <i>Building out the basic structure in SAP</i>
	Day 1 Recap

Wednesday – Day 2

8:00 am	Recap & Questions
	Class
	<i>Start thinking about the future</i> <ul style="list-style-type: none"> • <i>Is now a good time for a template?</i> <i>Getting into the details of structure</i>
9:45 am	Break
	Class
	<i>Integrating PM and PS: How does this affect planning?</i> <i>Getting as detailed as you want</i> <ul style="list-style-type: none"> • <i>Structuring work orders for thorough cost analysis</i> • <i>Sharing costs and plans where possible and makes sense</i>
12:00 pm	Lunch
	Class
	<i>Adding PM into PS</i> <ul style="list-style-type: none"> • <i>How does it work? Where does it go?</i> • <i>Using ADPMPS</i>
2:45 pm	Break
	Class
	<i>Getting into the details of Planning</i> <i>Critical Path Analysis</i>
	Day 2 Recap

Thursday – Day 3

8:00 am	Recap & Questions
	Class
	<i>Generating a Turnaround schedule</i> <i>Simulating Scenarios</i>
9:45 am	Break
	Class
	<i>Creating a Baseline</i> <i>Introduction to S-Curves</i> <ul style="list-style-type: none"> • <i>What they mean and how to interpret them</i> <i>Key SAP Reports for Breakdowns and Tracking</i>
12:00 pm	Lunch
	Class
	<i>Execution and Progress Tracking</i> <ul style="list-style-type: none"> • <i>Confirmations versus Quick Updates</i> <i>Roll-ups and Percentage complete</i>
2:45 pm	Break
	Class
	<i>Earned Value Analysis</i>

	<i>Lessons Learned</i> <ul style="list-style-type: none">• <i>Templating and Task Lists</i>
	Session Recap, Closing Remarks

Friday - Day 4

8:00 am	Optional Test
	<i>Optional Certification Test</i>
12:00 pm	Course Ends