

## advanced express/genesis face-to-face training

### about

- o 1 Day
- o Hands-on computer-based training, led by a Pronamics senior trainer
- o Learn the fundamentals of Expert Estimation, ensuring you have a solid base to grow your Expert Estimation skills
- o Completion of the Introductory Expert Estimation course or confidence in the basics of the program are recommended for this course

### lesson 1: introduction

- o Quick overview of introductory course

### lesson 2: creating new projects and project properties

- o Creating a based on project
- o Linking resource libraries
- o Project opening note

### lesson 3: resources

- o Creating and using group resources
- o Categorising resources within a project
- o Substituting resources
- o Viewing where resources are used in a project
- o Updating resource properties from spreadsheet data

### lesson 4: quotation comparisons

- o Resource quoting in Expert Estimation
- o Creating and opening a comparison
- o Understanding the quoting process
- o The resource window
- o Working with quoters
- o Quoter details window
- o Independent cost estimates
- o Analysing results and selecting a quoter

### lesson 5: direct cost schedule

- o Using subitems
- o Hidden items
- o Using an estimated quantity
- o Copying and pasting
- o Formatting and highlighting
- o Navigating using go to line
- o Changing resource properties
- o Using the relative sum formula

### lesson 6: cost estimates

- o Using resources from linked projects
- o Advanced formula
- o Excluding cost estimate lines
- o Edit the cost estimate of group resources
- o Formatting and highlighting
- o Displaying item details
- o Navigating to next or previous cost estimates

### lesson 7: overhead cost estimates

- o Specialised overhead cost estimate formulas

### lesson 8: project summary

- o Including risk and opportunities
- o Adding adjustments
- o Calculating margin on resource types and categories

### lesson 9: advanced spreading

- o Understanding how the spread calculation works
- o Nominating spread values and pools
- o Directly allocating items (Genesis only)
- o Spreading options

### lesson 10: reporting and analysis

- o Unit reporting and analysis
- o Resource reporting
- o Item reporting
- o Spread reporting
- o Submission reporting