

# Primavera Unifier: Administration Course

**Course Duration: 32 Hrs.**

**Course code: D74071**

## Course Overview

The Primavera Unifier: Administration Course equips learners with the knowledge and skills to configure, manage, and maintain Primavera Unifier environments. This course focuses on administrative functions such as setting up business processes, defining user roles and permissions, managing company workspaces, and customizing Unifier to meet organizational needs. Through practical exercises and real-world use cases, participants will gain the confidence to efficiently administer and optimize Primavera Unifier for enterprise projects and portfolio management.

## What you'll learn?

- Understand the Primavera Unifier architecture and components.
- Configure user roles, groups, and access permissions.
- Create and manage business processes and workflows.
- Set up and maintain company and project workspaces.
- Customize forms, shells, and attributes for specific business needs.
- Manage data structures, logs, and reporting tools.
- Perform system configuration and troubleshooting.
- Apply best practices in Primavera Unifier administration.

## Target Audience

- System administrators responsible for Primavera Unifier.
- Project control and IT professionals managing enterprise systems.
- Implementation specialists and solution architects.
- Organizations planning to deploy or customize Primavera Unifier.

- Professionals preparing for advanced Primavera certifications.

## Pre-Requisites

- Basic understanding of project management concepts.
- Familiarity with Primavera Unifier user functionalities is helpful.
- General knowledge of enterprise systems administration is an advantage.

## Course Content

**Module 1:** Introduction to Primavera Unifier and Administration Overview

**Module 2:** User, Group, and Role Management

**Module 3:** Company and Project Workspace Configuration

**Module 4:** Business Processes and Workflow Design

**Module 5:** Customizing Forms, Attributes, and Shells

**Module 6:** Data Management and Reporting Tools

**Module 7:** System Administration and Configuration Settings

**Module 8:** Troubleshooting and Maintenance Best Practices

**Module 9:** Advanced Features and Integration Options