

BST11 Technical Training Plan

Program direction

PURPOSE

Rather than running a generic feature tour, we are compiling the questions raised during PM Excellence training and building each technical session around what PMs are actually asking. The result is training aimed at real gaps rather than assumed ones.

SESSION SCHEDULE

SESSION 1

August 13

Foundations

Navigation, system structure, and general orientation — deliberately introductory. This session establishes the shared foundation the September session builds on.

- Navigating BST and locating what you need
- How projects, tasks, and organizations relate
- General structure and introductory concepts

SESSION 2

September 17

Applied Project Management

The working session. Content shaped by the questions compiled from PM Excellence training.

- Analyzing project performance
- Using the BST PM dashboard
- The inquiries needed to manage resources, schedule, and budget — how to run them, how to read them, and which one answers which question

OPTIONAL

Ongoing

Optional Coffee Hours

Informal, drop-in sessions continuing after the two scheduled trainings. A standing forum to keep sharpening BST expertise as PMs work in the system day to day.

- Open format — attend as needed, no set curriculum
- Working through real questions as they come up in live projects

PM DASHBOARD IN BST

We have developed and configured a PM dashboard within BST that allows a Project Manager to manage project hours, resource schedule, overages, receivables, and unbilled effort in one place. This is the day-to-day operational view — live and transactional, where a PM works.

It is separate from and additional to the PM dashboard Symmetri is building, which is the analytical layer built on the nightly extract. Both are in scope. The September session covers the BST dashboard directly.

In short

The two dashboards serve different moments in a PM's week and are not duplicative.