



74-343^{Q&As}

Managing Projects with Microsoft Project

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QUESTION 1

You are a project manager who uses Microsoft Project, and your task list includes a flag field that indicates, with Yes or No, if a non-summary task represents a physical deliverable.

Your project involves several tasks marked as deliverables, and management requires you to track how many deliverables are completed. The deliverable is considered completed when the Percent complete field is 100%.

You need to create a formula to calculate the total number of deliverables that are completed.

Which two steps should you perform? (Each correct answer presents part of the solution. Choose two.)

- A. Use the following formula: $\text{Ilf}([\text{Physical Deliverable}]=\text{Yes And } [\% \text{ Complete}]=100,1,0)$.
- B. Set Calculation for tasks and summary groups to Sum.
- C. Use the following formula: $\text{Ilf}([\text{Physical Deliverable}]=\text{Yes And } [\% \text{ Complete}]=100,0,1)$.
- D. Set Calculation for tasks and summary groups to Count All.

Correct Answer: AB

QUESTION 2

You are a project manager who uses Microsoft Project.

Your organization has been working with a new status report model for the last month. This new status report is created through the Built-in Dashboards and Reports in Microsoft Project.

The standard Microsoft Project report views named Late Tasks and Milestone Report already have all the information required for the new model.

You are assigned to consolidate the information from these two reports into a dashboard view named Status Report Model. Your organization wants to keep the same format, colors, and layout.

You need to implement this solution.

What should you do?

- A. Use the Organizer to merge the reports.
- B. Select all components on each view, and copy and paste directly to a new dashboard report.
- C. Use the Burndown dashboard report to view this information.
- D. Use the Work Overview dashboard to view the data.

Correct Answer: B

QUESTION 3



You are evaluating a completed project by using Microsoft PPM.

You have displayed the Resource Sheet view and selected the Work table. In this project, the Custom Service Team was responsible for 25 tasks.

Resource Name	%	Work	Overtime	Baseline	Variance	Actual	Remaining
Customer Service Team	100%	258 hrs	0 hrs	208 hrs	50 hrs	258 hrs	0 hrs

Use the drop-down menus to select the answer choice that answer each question.

Hot Area:

Answer Area

What can you conclude about the budget for the Customer Service Team?

You will be using Customer Service Team on your next project. Based on the information presented, which adjustments would you ask them to make to their work estimates?

▼
You are over budget.
You are under budget.
You are on budget.

▼
Have them increase their work estimate.
Have them decrease their work estimate.
Keep their work estimate the same.

Correct Answer:

Answer Area

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Have them decrease their work estimate.
Keep their work estimate the same.

If the Work Variance field contains a negative number, less work is scheduled for the assignment than originally planned, as shown in the baseline. If the Work Variance field contains a positive number, more work is scheduled for the assignment than originally planned. If the Work Variance field contains zero, the scheduled amount of work is exactly as was planned.

References: <https://support.office.com/en-gb/article/work-variance-fields-1bb45242-e32e-4c7f-a694-81bc2a9e9a74>

<https://ntrajkovski.com/2011/12/29/tracking-the-project-progress-with-using-different-tables/>



QUESTION 4

Your organization uses Microsoft Project.

A senior stakeholder informs you that your project start date is delayed and gives you a new start date.

You need to change the project start date without adding constraints.

What are three possible ways to achieve this goal? (Each correct answer presents a complete solution. Choose three.)

- A. Modify the Start Date field in project information to the new date.
- B. Use Move Project to move the project to the new start date.
- C. Enter the new start date for all tasks without predecessors.
- D. Use Update Project and set a new start date.
- E. Set a new project status date and then set the baseline.

Correct Answer: ABC

QUESTION 5

You work as a project manager for a construction company that uses Microsoft Project.

You have created your work breakdown structure (WBS) and are adding resources to your tasks. However, one of your tasks requires multiple resources. You have the name of the project's lead support individual, and you have been

provided with the equivalent of three full-time support resources. These three resources are not named individuals but are part of a group.

The actual individuals from this group will change based on coverage schedules.

The resources have the following cost structures:

The lead is billed out at \$175/hour.

The group resources are billed out at \$140/hour.

You need to add these resources to the schedule and track your project costs.

Which two actions should you perform? (Each correct answer presents part of the solution. Choose two.)

- A. Add the named resource to the task with an allocation of 100% and a standard rate of \$175/hour.
- B. Add the named resource to the task with an allocation of 400% and a standard rate of \$157.50/hour.
- C. Add the group resource to the task with an allocation of 300% and a standard rate of \$140/hour.
- D. Add the group resource to the task with an allocation of 100% and a standard rate of \$140/hour.

Correct Answer: AC



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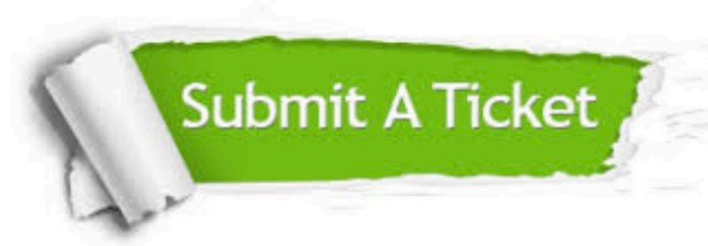
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