

Chapter: Greater Toronto Area  
Short Description: Maximizing the Power of MS Project and MS Word  
Registration: 2/20/2008 5:30 PM  
Meeting Ending: 2/20/2008 8:30 PM  
Duration(hrs): 3.00  
Description: See <http://www.mpa-gta.com/>  
MPA Greater Toronto Area  
The Official Industry Association of Microsoft Office Project

Additional Information: **Maximizing the Power of MS Project and MS Word**

20 February 2008

Do you know how to map, break down, and document projects efficiently and effectively?

- Discover various third-party software tools that extend the power of MS Project and MS Word.
- Learn practical techniques to successfully transform simple work breakdown structures and mind maps into sophisticated MS Project schedules and MS Word documents.

Such techniques allow the project manager and the project team to graphically view the width and depth of the project for initiating, planning and tracking purposes.

- Display summary and detail project information graphically using a top-down approach
- Incorporate vertical time bands when defining and viewing task dependencies
- Organize brainstorming notes and transform them into MS Project schedules
- Convert mind maps into sophisticated MS Word documents instantly

**About the Speaker**

Dr. John A. Estrella is the President of Agilitek Corporation, a management consulting firm that specializes in information technology project management, business analysis, and software testing. The PMI Educational Foundation awarded him with the Gaylord E. (Gary) Christle Scholarship towards his Ph.D. He sits on the board of directors of PMI Southern Ontario Chapter and the Institute of Certified Management Consultants of Ontario.

Contact John now at (905) 201-3085 to prevent issues associated with complex, large-scale, and risky projects. For additional information, visit his web site at <http://JohnEstrella.com>; You can also download PMP sample exam questions from his company's web site at <http://SampleExamQuestions.com>

**Agenda**

5:30 Dinner & informal networking  
6:10 Formal networking & announcements  
6:30 Presentation  
7:30 Break  
8:00 Questions and Wrap-up  
8:30 End

**Parking**

Off Cumberland (enter off Bay, north of Bloor)

**Subway**

Yonge/Bloor

PDU: 1.50  
Location: Nexient, Yorkville  
Address: 2 Bloor West, 12th floor rm 2 (updated V-Day!)  
North West corner of Yonge/Bloor.  
Park off Cumberland. Enter off Bay.  
City: Toronto  
State: Ontario  
Zip: -  
Country: Canada

Event Registration: [MPA GTA February 2008 Event](#)

Created at 12/16/2007 8:27 PM by [MPA Toronto-Officer](#)

Last modified at 2/18/2008 2:26 PM by [MPA Toronto-Officer](#)