

JRYM 406C: SCHEDULING - ADVANCED (ILT)

Foothill College Course Outline of Record

Heading	Value
Effective Term:	Fall 2026
Units:	0
Hours:	3 lecture, 3 laboratory per quarter (6 total per quarter)
Prerequisite:	This course is limited to students employed with Cupertino Electric.
Degree & Credit Status:	Non-Degree-Applicable Non-Credit Course
Foothill GE:	Non-GE
Transferable:	None
Grade Type:	Non-Credit Course (Receives no Grade)
Repeatability:	Unlimited Repeatability

Student Learning Outcomes

- Generate advanced reports and graphs from MS Project to communicate progress to stakeholders
- Create look-ahead schedules and assign resources effectively
- Calculate and manage the Schedule Performance Index (SPI) to track efficiency
- Maintain baseline schedules and develop recovery schedules for delayed projects

Description

This course builds on the intermediate scheduling course and focuses on advanced techniques for managing and maintaining project schedules.

Course Objectives

The student will be able to:

1. Gain familiarity with more advanced features of the Microsoft Project schedules.
2. Create reports out of the baseline schedule.
3. Create look ahead schedules and assign to different resources.
4. Manage schedule performance index.
5. Use reports to communicate with project team.

Course Content

1. Project schedule
 - a. Schedule progression management
 - b. Conflict resolutions
2. Working with baseline
 - a. Multiple baselines management
 - b. Analyzing variances through a comparison between the current schedule and the established baseline
 - c. Understanding baseline impact on earned value and forecasting
3. Generating reports

- a. Exporting schedule data for team communication
 - b. Using reporting tools to track milestones, critical path, and percent complete
4. Best practices for schedule management
 - a. Aligning updates with project controls
 - b. Communicating schedule status to field teams and leadership
 - c. Documenting schedule changes for transparency and accountability

Lab Content

1. Hands-on exercises that focus on maintaining, analyzing, and optimizing project schedules using Microsoft Project and company standards.
2. Exercises that demonstrate the students' understanding of schedule control and performance tracking.

Special Facilities and/or Equipment

1. When taught in-person, clean classroom with monitor and printed material for students to take as reference materials.
2. When taught online, this course requires access to CEI's Learning Management System (Amplify), ongoing access to a computer with the necessary software and hardware to view video content, and a reliable intranet connection.
3. Access to Microsoft Project application.

Method(s) of Evaluation

Methods of Evaluation may include but are not limited to the following:

Results of class participation
Results of hands-on demonstration

Method(s) of Instruction

Methods of Instruction may include but are not limited to the following:

Lectures
Group discussion
Classroom demonstration

Representative Text(s) and Other Materials

Cupertino Electric provides course learning materials and Microsoft Project application.

Types and/or Examples of Required Reading, Writing, and Outside of Class Assignments

No assignments.

Discipline(s)

Electricity