



Workfront Training Curriculum Guide

2018.1 Product Release Version

Revised: 03/02/2018

The New Workfront Training Experience: Overview

Practice makes perfect. It's no different with Workfront. Our training is here to help you succeed with the jobs you do. So, if you're a production manager and are up in the middle of the night for a quick snack, we have an arsenal of videos, articles, and print-ready resources to help you use Workfront like a pro. Or maybe you are trying to get your team scheduled out for the rest of the week and need to finish a course on scheduling. You can pick up right where you left off in any of our trainings.

Need more of a prescriptive, hands-on training experience to take you and your team to the next level? We've got you covered through live webinars, custom trainings, and immersive boot camps.

Whatever your job, getting it done better and faster begins with Workfront Training. This guide will take you through our all-new learning experience.

BY THE NUMBERS



6

Roles



9

Programs



50+

Courses



150+

Videos



70+

Print-ready resources

HIGHLIGHTS

- Guided role-based learning experiences
- Live, instructor-led training sessions
- Mobile-friendly experience
- Recommended articles and training
- On-demand content
- Print-ready guides
- Boot camps
- Custom training

2 PLATFORMS



Workfront Ascent

project managers, resource managers, and administrators



The Workfront Training Center

team members, executives, collaborators, and Workfront Proof users

Workfront Ascent: The new way to learn Workfront

Project managers, resource managers, and administrators have an arsenal of on-demand and live resources available to help them skill up and leverage Workfront like never before.

- **Guided training programs:** Chart your course through Workfront skills
- **Track your progress:** Pick up training where you left off
- **More than 150 videos:** Learn exactly what you want at your own pace
- **Live, expert-led training:** Spend time with your peers and our experts
- **Print-ready resources:** Print one of our quick guides if you need a refresher

Create your account or sign-in at ascent.workfront.com

Workfront Training Center: Get your basic training instantly

Executives, team members, collaborators, and Workfront Proof customers can get quick access to on-demand and live training from the Workfront Training Center.

- Complete training in 10 to 60 minutes
- Live or on-demand
- Learn key takeaways and get credit for training by completing a 2-minute quiz

Get started at training.workfront.com

Workfront Training Center: Role-based Training Programs

TRAINING FOR LEADERS & EXECUTIVES



Platform

The Workfront Training Center



URL

www.training.workfront.com/leaders-executives



Total Training Duration

10 minutes

STEP 1

Learn the basics: Take the Executive Fundamentals course

Type: On-demand

Description: Learn how to navigate Workfront for improved visibility and communication in your organization

Duration: 6 minutes

STEP 2

Test your knowledge: Take the quiz

STEP 3

Sharpen your skills: Review our recommended resources

TRAINING FOR TEAM MEMBERS



Platform

The Workfront Training Center



URL

www.training.workfront.com/team-members



Total Training Duration

10–60 minutes

STEP

1

Learn the basics: Take the Team Member Fundamentals course

Type: On-demand or live

Description: Learn how to navigate Workfront to find your work, update your team, and mark your work as complete.

STEP

2

Test your knowledge: Take the quiz

STEP

3

Sharpen your skills: Review our recommended resources

TRAINING FOR COLLABORATORS



Platform

The Workfront Training Center



URL

www.training.workfront.com/collaborators



Total Training Duration

15 minutes

STEP

1

Learn the basics: Take the Collaborator Fundamentals course

Type: On-demand

Description: Learn how to navigate Workfront, review work, and submit and track requests.

Duration: 11 minutes

STEP

2

Test your knowledge: Take the quiz

STEP

3

Sharpen your skills: Review our recommended resources

TRAINING FOR WORKFRONT PROOF



Platform:
The Workfront Training Center



URL:
www.training.workfront.com/workfront-proof



Total Training Duration:
23–65 minutes

STEP 1

Learn the basics of proofing: Take the Reviewing Proofs course

Type: On-demand or live

Description: Learn to use the Workfront Proof viewer to access proofs, make comments, and indicate markups

Duration: 32 minutes for on-demand; 1 hour for live

Test your knowledge: Take the quiz

STEP 2

Learn to manage proofs: Take the Manage Reviews & Approvals with Workfront course

Type: On-demand or live

Description: Create and route proofs, manage work through the dashboard, and create proof versions

Duration: 33 minutes for on-demand; 1 hour for live

Test your knowledge: Take the quiz














STEP 3

Sharpen your skills: Review our recommended resources

Workfront Ascent: Role-based Training Programs

















PROJECT MANAGER

COURSES  On-demand  Live

Getting Started	 6 min	
Project Manager Fundamentals	 61 min	 90 min
Project Timelines	 22 min	
Milestones	 23 min	
Approval Processes	 15 min	
Project Templates	 21 min	
Managing Issues	 10 min	
Custom Forms	 21 min	
Queue Management	 30 min	 90 min
Report Creation <small>Note: Live version is divided into two 90 min sessions.</small>	 85 min	 180 min


















Total On-demand Time: 4 hr 54 min

Additional recommended courses for project managers available in the Learning Library:

- Advanced Reporting Parts 1, 2, 3 
- Introduction to Agile Work Management 
- Scrum and Kanban in Workfront 
- Custom Calendars 
- Defining Workflows with Statuses 
- How to Train Your Users 
- Timesheets & Logging Time 
- Strategic Planning with Workfront Portfolios  
- Project Finances 
- Resource Scheduling 
- Using the Time-Off Calendar 
- Workfront DAM Manager Program 
- Review & Approval Program  
- Workfront Mobile App 















PROJECT MANAGER WITH REVIEW & APPROVAL

COURSES  On-demand  Live

Getting Started	 6 min	
Project Manager Fundamentals	 61 min	 90 min
Reviewing Proofs	 37 min	 60 min
Manage Reviews & Approvals with Workfront	 65 min	 60 min
Project Timelines	 22 min	
Milestones	 23 min	
Approval Processes	 15 min	
Project Templates	 21 min	
Managing Issues	 10 min	
Custom Forms	 21 min	
Queue Management	 30 min	 90 min
Report Creation <small>Note: Live version is divided into two 90 min sessions.</small>	 85 min	 180 min








Total On-demand Time: 6 hr 36 min

Additional recommended courses for project managers with Review & Approval available in the Learning Library:

- Advanced Reporting Parts 1, 2, 3  2
- Introduction to Agile Work Management 
- Scrum and Kanban in Workfront 
- Custom Calendars 
- How to Train Your Users 
- Timesheets & Logging Time 
- Strategic Planning with Workfront Portfolios  
- Project Finances 
- Resource Scheduling 
- Workfront DAM Manager Program 
- Review & Approval Administrator Program  
- Workfront Mobile App 









WORKFRONT'S SOLUTIONS FOR BETTER PEOPLE MANAGEMENT

COURSES  On-demand  Live

Introduction to Workfront's Solutions for Better People Management	 9 min
Strategic Planning with Workfront Portfolios	 14 min  90 min
Managing Resource Capacity to Execute Important Work	 20 min
Boredom vs. Burnout: Managing Your Team's Workload	 15 min
Utilization Reporting	 17 min
Setting Up Workfront for Better People Management	 21 min























On-demand Total Time: 1 hr 52 min

Additional recommended courses for resource managers available in the Learning Library:

- Project Manager Fundamentals  
- Using the Time-Off Calendar 
- Timesheet Creation 
- Moving from Legacy to New Resource Management Solutions 
- Project Timelines 
- Report Creation  



















ADMINISTRATOR

COURSES  On-demand  Live

Getting Started		6 min	
Getting Started as a Workfront Administrator		8 min	
Project Manager Fundamentals		61 min	 60 min
Project Timelines		22 min	
Milestones		23 min	
Approval Processes		15 min	
Project Templates		21 min	
Managing Issues		10 min	
Custom Forms		21 min	
Queue Management		30 min	 90 min
Report Creation <small>Note: Live version is divided into two 90 min sessions.</small>		84 min	 180 min
Workfront Administrator Fundamentals		44 min	
Setting Up Issues		10 min	
Understanding Licenses & Access Levels		15 min	 90 min
Adding Users to Workfront		10 min	
Notifications & Subscriptions		15 min	 60 min
Driving User Adoption		37 min	

On-demand Total Time: 7 hr 12 min

Additional recommended courses for administrators available in the Learning Library:

- Advanced Reporting Parts 1, 2, 3 
- Best Practices for Workfront Companies 
- Introduction to Agile Work Management 
- Scrum and Kanban in Workfront 
- Custom Calendars 
- Defining Workflows with Statuses 
- How to Train Your Users 
- Improve the User Experience with Dashboards & Layout Templates 
- Workfront's Solutions for Better People Management Training Program  
- Project Finances 
- Review & Approval Administrator Program  
- Setting up Finances 
- Timesheet Creation 
- Workfront DAM Administrator Program  
- Workfront Mobile App 

ADMINISTRATOR WITH REVIEW & APPROVAL

COURSES ○ On-demand L Live

Getting Started	○ 6 min	
Getting Started as a Workfront Administrator	○ 8 min	
Project Manager Fundamentals	○ 61 min	L 90 min
Reviewing Proofs	○ 37 min	L 60 min
Manage Reviews & Approvals with Workfront	○ 65 min	L 90 min
Project Timelines	○ 22 min	
Milestones	○ 23 min	
Approval Processes	○ 15 min	
Project Templates	○ 21 min	
Managing Issues	○ 10 min	
Custom Forms	○ 21 min	
Queue Management	○ 30 min	L 90 min
Report Creation <small>Note: Live version is divided into two 90 min sessions.</small>	○ 84 min	L 180 min
Workfront Administrator Fundamentals	○ 44 min	
Setting Up Issues	○ 10 min	
Understanding Licenses & Access Levels	○ 15 min	L 90 min
Adding Users to Workfront	○ 10 min	
Notifications & Subscriptions	○ 15 min	L 60 min
Review & Approval Administration, Part 1	○ 84 min	L 60 min
Review & Approval Administration, Part 2	○ 62 min	L 60 min
Driving User Adoption	○ 37 min	



On-demand Total Time: 10 hr 51 min

Additional recommended courses for administrators with Review & Approval available in the Learning Library:

- Advanced Reporting Parts 1, 2, 3 L
- Introduction to Agile Work Management ○
- Scrum and Kanban in Workfront ○
- Workfront DAM Administrator Program ○ L
- How to Train Your Users ○
- Improve the User Experience with Dashboards & Layout Templates L
- Project Finances ○
- Defining Workflows with Statuses L
- Timesheet Creation ○
- Setting up Finances ○
- Custom Calendars ○
- Risk Types ○
- Using the Time-Off
- Calendar ○
- Best Practices for Workfront Companies ○
- Workfront's Solutions for Better People Management Training Program ○ L
- Workfront Mobile App ○

All Workfront Training Courses

COURSES


 On-demand  Live

Note: Each course includes links to the available on-demand and live enrollment links in Workfront Ascent.

Adding Users to Workfront [On-Demand Link](#)

Enter the members of your organization into Workfront. Learn how to set them up for success from the beginning.

Topics: administrator, getting started, bulk adding users, editing users, deactivating users, deleting users, kickstarts to import users

 10 min

Administrator Fundamentals [On-Demand Link](#)

Learn to set up your users and work processes in Workfront to drive user adoption.

Topics: adoption, user setup, workflow, licenses, access levels, job roles, companies, teams, groups, status, project preferences, task preferences, issue preferences, schedules, layout templates, email notifications, notifications

 44 min

Advanced Reporting Part 1 [Live Link](#)

Develop an understanding of text mode to create reporting filters.


Topics: text mode, filters

 180 min

Advanced Reporting Part 2 [Live Link](#)

Continue learning about text mode by developing views in reports.


Topics: text mode, views

 120 min

Advanced Reporting Part 3 [Live Link](#)

Group information in reports using text mode.


Topics: text mode, groups

 120 min

Agile in Workfront [Live Link](#)

Learn the foundational concepts of an agile workflow, and how to use agile in Workfront.


Topics: backlog, storyboard, iteration, agile team, burndown, Kanban, Scrum

 90 min

Approval Processes [On-Demand Link](#)

Streamline your workflow by applying and creating approval processes to projects, tasks, and issues.


Topics: single use approvals, global approvals, approval workflow

 15 min

Best Practices for Workfront Companies [On-Demand Link](#)

Learn how you can use companies to set access restrictions, create custom billing rates, separate projects by client, and more.

Topics: administrator, report, billing rates, access levels

 8 min

Boredom vs. Burnout: Managing Your Team's Workload

[On-Demand Link](#)

Leverage Workfront's AI-enabled resource scheduling and planning tools to get the right people doing the right work at the right time.

Topics: resource management, resource pool, resource budget manager, resource planner, capacity planner, resource estimates, resource budgeting, resource grid, utilization reports, allocation

 15 min

Collaborator Fundamentals [On-Demand Link](#)

Learn how to navigate Workfront, review work, and submit and track requests.

Topics: reviewer, requester, approval, request, updates

 13 min

Custom Calendars [On-Demand Link](#)

Track projects, tasks, and issues using custom calendars.

Topics: custom-calendar, my work calendar

7 min

Custom Forms [On-Demand Link](#)

Capture your organization's unique information by creating fields not available by default in your system. You'll learn to create, share, and attach custom forms within Workfront.

Topics: field library, custom field, custom form, calculated field, skip logic, display logic, section break

21 min

Defining Workflows with Statuses [Live Link](#)

Customize default statuses to match your organization's needs.

Topics: customize, status, administrator

60 min

Driving User Adoption [On-Demand Link](#)

Learn strategies to break through roadblocks that are preventing your users from fully embracing Workfront. Learn to improve the user experience and the culture surrounding the product.

Topics: dashboards, layout templates, project templates, custom tabs, request queues, reports

37 min

Executive Fundamentals [On-Demand Link](#)

Learn how to navigate in Workfront for improved visibility and communication in your organization.

Topics: requests, dashboards, reports, navigation

8 min

Getting Started [On-Demand Link](#)

Learn how Workfront helps your team do great work faster and how Workfront Training can help.

Topics: training guide

6 min

Getting Started as a Workfront Administrator [On-Demand Link](#)

Administrators have an incredibly important role: setting up the system. This class will show you how to find success with the responsibilities that come with this job.

Topics: getting started, administrator, training guide

8 min

How to Train Your Users [On-Demand Link](#)

Have you tried to train your team on Workfront but find you're just not hitting the mark? In this session, you'll learn some of the best practices to follow when introducing new team members to the system. You'll also learn some tips that will help you hold recurring training for existing users.

Topics: change management, training

25 min

Improve the User Experience with Dashboards & Layout

Templates [Live Link](#)

Streamline what users see from the moment they enter Workfront, enabling them to access and finish their work faster.

Topics: dashboards, layout templates, adoption

90 min

Introduction to Agile Work Management [On-Demand Link](#)

Get an introduction to the Agile methodologies of Scrum and Kanban to help you determine if an Agile approach is right for your team to effectively get work done.

Topics: Scrum, Kanban, methodology

13 min

Introduction to Group Administration [On-Demand Link](#)

Take some of the Workfront configuration responsibilities off your overburdened system administrator. Designate group administrators to create and maintain select functionality for their own groups.


Topics: access levels, group administrators, administrator, setup

15 min

Introduction to Workfront's Solutions for Better People Management [On-Demand Link](#)

This overview of Workfront's solutions for people management introduces you to strategic planning, capacity planning, resource planning, and resource scheduling.

Topics: resource management, people management, overview

 9 min

Legacy Resource Management [On-Demand Link](#)

Manage resources using the legacy resource pools, capacity planner, and business case.

Topics: resource pool, capacity planner, business case, team builder, resource budget manager, resource estimates

 69 min

Manage Proofs with Workfront Proof [On-Demand Link](#) | [Live Link](#)

Create and route proofs, manage work through the dashboard, and create proof versions with Workfront Proof (formerly ProofHQ).

Topics: versions, proof, proofing tool, proof details, proof comments

 40 min

 60 min


Manage Reviews & Approvals with Workfront

[On-Demand Link](#) | [Live Link](#)

Upload and manage the review cycle of documents using Workfront proofing (formerly Workfront + ProofHQ Premium).

Topics: proof, documents, approvals, workflow


 65 min

 90 min

Managing Issues [On-Demand Link](#)

Issue management is the process of how you handle unplanned work in your organization. Learn how to enter and track issues.

Topics: project manager, leveraging issues


 10 min

Managing Resource Capacity to Execute Important Work

[On-Demand Link](#)

Leverage Workfront's resource planner to analyze and manage the supply and demand of your people resources. This allows you to answer key questions around resource management and prioritize resources across key initiatives.


Topics: resource planner, resource management, people management, budget, variable, available, priority, business case, net remaining, what if

 20 min

Milestones [On-Demand Link](#)

Learn how milestones can help you compare key tasks across projects.

Topics: project, milestone, milestone path, setup

 23 min

Moving from Legacy to New Resource Management Solutions

[On-Demand Link](#)

Learn about what's new, what has changed, and what has stayed the same with Workfront's resource management solutions.


Topics: resource management, resource pools, resource budget manager, resource planner, capacity planner, resource estimates, resource budgeting, resource grid, utilization reports

 13 min

Notifications & Subscriptions [On-Demand Link](#) | [Live Link](#)

Activate the correct notifications to keep users up-to-date with their work items. Empower your users to control how they receive notifications.

Topics: subscriptions, notifications, updates, email, daily digest


 31 min

 60 min

Project Finances [On-Demand Link](#)

Learn how to track financial information for projects, set cost and revenue types, override billing rates, and more.

Topics: expense types, budget, planned cost, actual cost, revenue type, cost type, billing rates, cost, revenue

 12 min

Project Manager Fundamentals [On-Demand Link](#) | [Live Link](#)

Learn how to plan projects with tasks and timelines. We'll show you how to make basic assignments and share the tasks with others involved with the project. You'll also learn how to collaborate on project assignments through updates and document sharing.

O 61 min
L 90 min

Topics: create projects, create tasks, project templates, status, parent/child relationships, task, subtasks, bulk edit, duration, predecessor, assignment, filters, views, groupings, report, mobile

Project Templates [On-Demand Link](#)

Learn how to capture repeatable processes and save time by creating and sharing templates in Workfront.

O 21 min

Topics: share templates, create templates

Project Timelines [On-Demand Link](#)

Get a better understanding of how to create project timelines by learning about task constraints, date types, and progress statuses.

O 22 min

Topics: progress status, task constraint, date type, condition type, duration, predecessor, planned date, actual date, projected date, estimated date, commit date

Queue Management [On-Demand Link](#) | [Live Link](#)

Learn how to create and use Workfront Queues to manage requests and issues.

O 30 min
L 90 min

Topics: requests, routing rules, topic groups, queue topics, queue, request queues

Report Creation [On-Demand Link](#) | [Live Link Part 1](#) | [Live Link Part 2](#)

Learn the basics of creating custom reports to gain visibility into the work you manage. Note: The live training is broken into two parts.

O 85 min
L 180 min

Topics: groupings, filters, views, list reports, custom reports, matrix, graphs, or statements, wildcards

Resource Scheduling [Live Link](#)

Learn to designate project resource managers and assign work using the resource scheduling tool.

L 60 min

Topics: resource manager, swap, filter, team builder, user allocation

Review & Approval Administration Part 1 [On-Demand Link](#) | [Live Link](#)

Establish global proofing settings and custom proof decisions.

O 84 min
L 60 min

Topics: formerly ProofHQ, settings, administrator

Review & Approval Administration Part 2 [On-Demand Link](#) | [Live Link](#)

Create custom views and automated workflow templates.

O 62 min
L 60 min

Topics: formerly ProofHQ, views, templates, administrator

Reviewing Proofs [On-Demand Link](#) | [Live Link](#)

Learn how to use the Workfront Proof viewer to make comments and markups on proofs.

O 37 min
L 60 min

Topics: formerly ProofHQ, proofing tool, mark

Risk Types [On-Demand Link](#)

Learn how to customize your risk types to match your organization's needs and terminology.

O 4 min

Topics: administrator

Scrum and Kanban in Workfront [On-Demand Link](#)

Give your work processes flexibility by learning to use Scrum and Kanban Agile work management methodologies in Workfront.

O 25 min

Topics: burndown chart, iteration, prioritization, grooming, storyboard

Setting up Finances [On-Demand Link](#)

Financial information can be a big concern for Workfront customers. What is the budget and are we within it? Learn how to set up the finance aspects in Workfront so you are prepared to track expenses and answer those important budget questions.


O 9 min

Topics: setup, administrator, expense types, exchange rates, performance metrics

Setting up Issues [On-Demand Link](#)

Manage issues more successfully by customizing issue types and issue statuses to match your organization's workflows.


Topics: setup, administrator

 10 min

Setting up Priorities [On-Demand Link](#)

Priorities help establish the importance of projects, tasks, or issues in Workfront. In this course, you will learn how to set up custom priorities for your organization.


Topics: setup, administrator, priorities

 5 min

Setting Up Workfront for Better People Management [On-Demand Link](#)

Learn to set up your organization's system to leverage both strategic and tactical resource management solutions in Workfront.


Topics: people management, system administrator, resource pools, resource manager, schedule, FTE, job roles, durations, planned hours

 21 min

Slack + Workfront [On-Demand Link](#)

Get your work done faster by updating assignments and completing approvals with the Slack + Workfront integration.


Topics: setup, team members


 11 min

Strategic Planning with Workfront Portfolios [On-Demand Link](#) | [Live Link](#)

Use Workfront's portfolios and programs to organize your projects, justify initiatives, mitigate risks, and optimize resource allocation.

Topics: programs, scorecards, business case, project request, portfolio optimizer, resource estimates

 14 min

 90 min

Team Member Fundamentals [On-Demand Link](#) | [Live Link](#)

Learn to navigate Workfront to find your work, update your team, and mark your work as complete.

Topics: updates, tagging, my work, work requests, working on, mark complete, logging time

 17 min

 60 min

Timesheet Creation [On-Demand Link](#)

Learn how timesheets are created, configured, and used in Workfront.

Topics: timesheet, logging time, administrator, setup, hour types

 25 min

Timesheets & Logging Time [On-Demand Link](#)

Learn how to fill out a timesheet and log hours in Workfront.


Topics: timesheet, log hours, team member

 10 min

Understanding Groups, Teams, & Job Roles [Live Link](#)

Organize your users into groups, teams, and job roles. Your organization of users will impact permissions, assignments, and resource allocation, making it a crucial part of system setup.

Topics: groups, teams, job roles, administrator, setup

 90 min

Understanding Licenses & Access Levels [On-Demand Link](#) | [Live Link](#)

Everything a user can see and do in Workfront is determined by licenses and access levels. Learn how to define the correct permissions.

Topics: licenses, access levels, sharing, permissions

 26 min

 90 min

Using the Time-Off Calendar [On-Demand Link](#)


Learn how to use the time-off calendar in Workfront to ensure project timelines are accurate.

Topics: resource management, project timeline

 7 min

Using Workfront Ascent as a Manager [On-Demand Link](#)


Learn how to get the most out of Workfront Ascent as a manager. We'll cover how to access reports, assign users to courses, and even set custom due dates.

 13 min

Topics: Bridge, Workfront Ascent, training, training reporting

Utilization Reporting [On-Demand Link](#)


Monitor costs and expenses and determine what factors are causing budget overages with utilization reports in Workfront.

 17 min

Topics: resource management, reporting, project, portfolio, programs, utilize, budget, costs, expenses

Workfront DAM Admin 1: System Setup [On-Demand Link](#)


Set system preferences. Establish user groups, asset organization, and permissions in Workfront DAM.

 63 min

Topics: Brand Connect, groups, users, settings

Workfront DAM Admin 2: Metadata & Keywords [On-Demand Link](#)

Develop a metadata and keyword strategy. Setup keywords and metadata fields in Workfront DAM.


 72 min

Topics: metadata templates, metadata mapping

Workfront DAM Admin: Brand Connect Customization

[On-Demand Link](#)


Customize interface appearance, create Brand Guidelines, and build custom pages in Workfront DAM.

 34 min

Topics: Brand Connect appearance, Brand Connect pages, Brand Connect navigation, brand guidelines

Workfront DAM User: Brand Connect [On-Demand Link](#)


Find and download approved assets in Workfront DAM.

 58 min

Topics: assets, lightboxes, downloading assets, sharing assets, notifications

Workfront DAM User: Contributor [On-Demand Link](#)


Upload, download, manage, and share assets in Workfront DAM.

 90 min

Topics: finding assets, lightboxes, asset management, publishing assets

Workfront Mobile App [On-Demand Link](#)

Connect to Workfront on the go by using the Workfront app. Log time, submit requests, and update your work, all from your phone or tablet.

 15 min

Topics: team member, application, cellphone

Workfront Training: Continuing Education Credits

Workfront is in the process of aligning the on-demand and live courses and programs we offer through Workfront Ascent with the legacy Workfront classes listed on the PMI website. Use the following charts to claim the appropriate credits for the Workfront Ascent program or course you completed or attended.

Workfront Ascent Program	PMI Course Name	PDU's	PMI Activity Code
Project Manager	Work Management Part 1	3	000-028
	Work Management Part 2	3	000-032
Administrator	Administrator Part 1	3	000-031
	Administrator Part 2	3	000-027

Workfront Ascent Course or Live Course	PMI Course Name	PDUs	PMI Activity Code
Agile	Agile	3	000-015
Manage Reviews & Approvals with Workfront	Workfront + ProofHQ Premium	1	000-034
Portfolio Management	Portfolio Management	3	000-012
Queue Management	Queue Management	3	000-014
Resource Scheduling	Resource Scheduling	1	000-033
Review & Approval Administration Part 1	Workfront + ProofHQ Premium Administrator: System Setup	1	000-039
Review & Approval Administration Part 2	Workfront + ProofHQ Premium Administrator: Views & Templates	1	000-040

