

How to convert single or multiple P3 files into P6 files

IMPORTANT: Your computer must have both P3 AND P6 versions of Project Management.

Tip: For simplicity, copy and paste the P3 files you wish to convert (file extension should be .prx) into a SINGLE new easy to find folder (such as on your desktop).

Step 1: Open P6

- **Check the Enterprise Project Structure to ensure an appropriate branch is available for the new files**
- From the Projects Menu, select **“Enterprise”** from the top tool bar (See Figure 1)

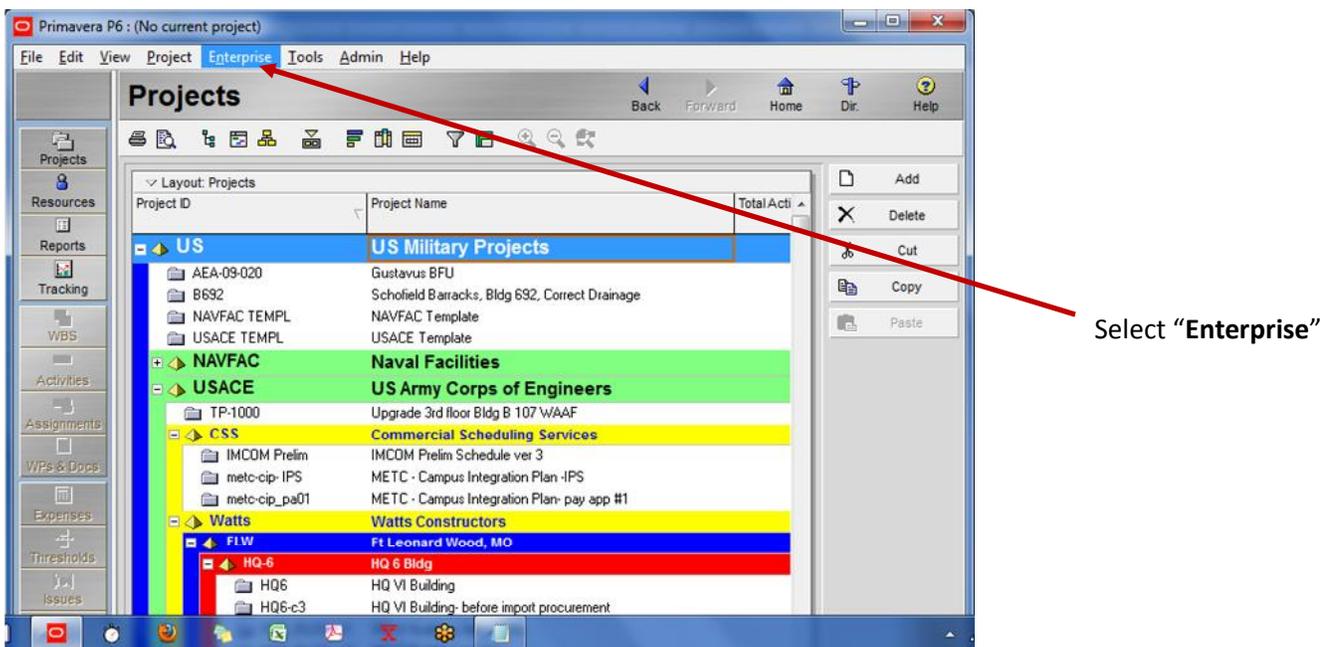


Figure 1

- From the Enterprise menu, select **“Enterprise Project Structure”**
- When the Enterprise Project Structure box appears, from the right side tool bar, select **“Add”** (see figure 2)

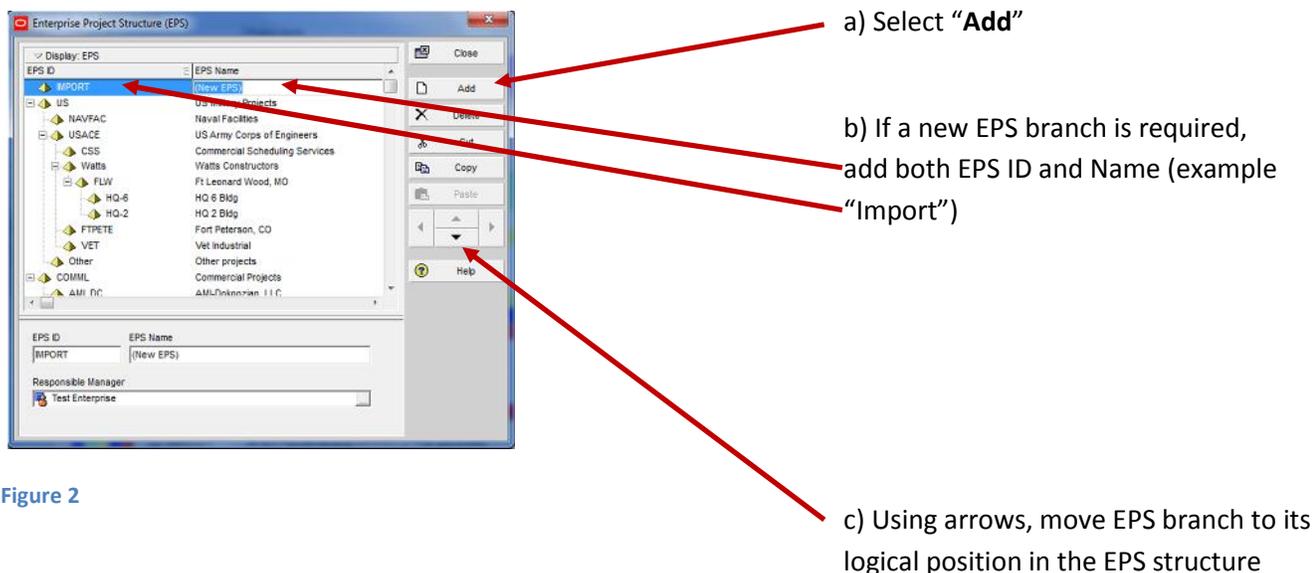


Figure 2

Step 2: Extract P3 Files

- Open the folder where you put the P3 files
- Change each P3 file extension from “.xrp” to “.exe” (right click the file, select rename, etc.)
- If a Windows warning message appears, click “ok”
- Open (double click) the new .exe file you just renamed
- If another Windows warning message appears, click “run” or “ok”
- At this point (only if P3 is loaded onto your computer) you should see the following window (see Fig 3)

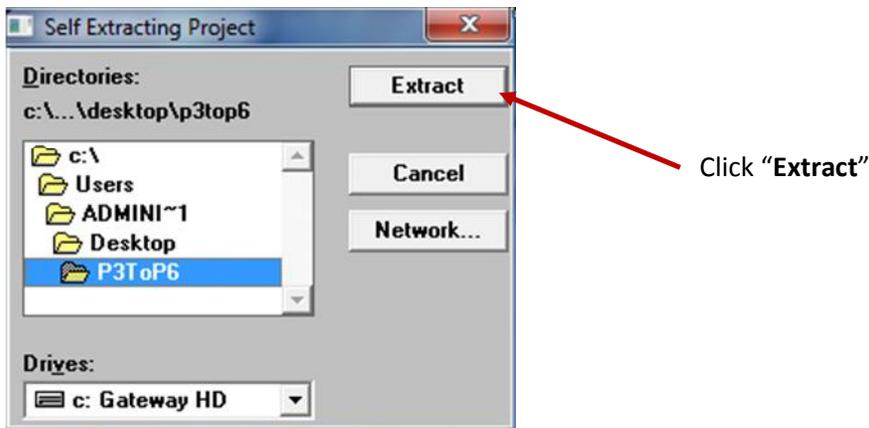
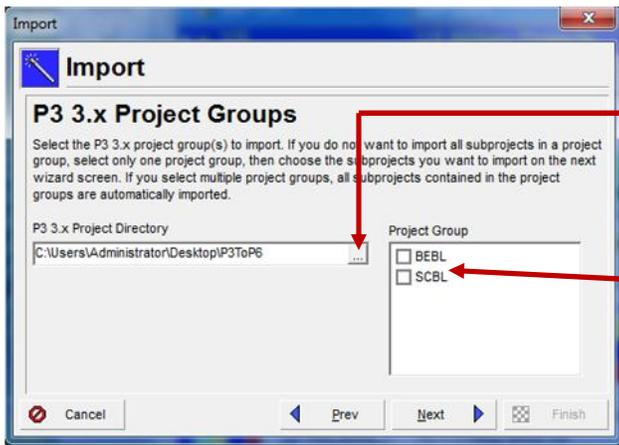


Figure 3

***TIP*:** If converting multiple files from P3 format to P6 format, repeat the operations in step 2 for each file.

Step 3: Import the P3 Files

- From the main tool bar at the top of the P6 screen, select “**File**”
- Under the File menu, select “**Import**”
- From the Import menu that pops up, select the option of “Primervera Project Planner – (P3) then click “**Next**”
- From the next Import menu that pops up (See Figure 4), under where it says “P3 3.x Project Directory”, find and select the folder you created in at the beginning of this exercise.

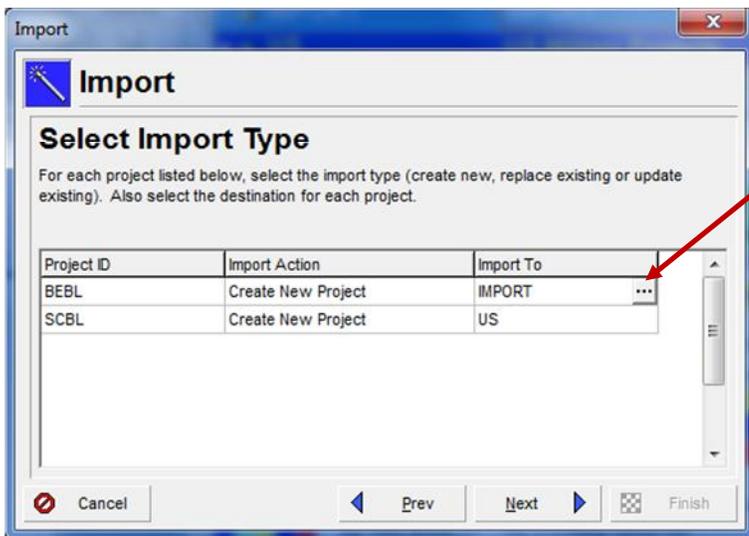


a) Find the folder you created with the P3 files from the pick list

b) Select (check mark) each Project Group you wish to import, then click **Next**

Figure 4

- Once you select “Next”, the the window in Figure 5 should appear:



From the Pick list, select the destination for each new project to be imported, then select “Next”

Figure 5

- Select “ **Next**” through the subsequent Import options windows, modifying preferences as desired.
- Your P3 files should now be available in your current P6 Database.

To use your new converted P6 files in a different data base, or to save as a file (such as to be emailed), follow the following steps to **Export**.

Step 4: **Exporting P6 files**

- From the main toolbar at the top of the screen in P6, select “**File**”
- Under the file menu, select “**Export**”
- Use the default selections from the Export menu options (figures 6 though 8), clicking “**next**” after each selection

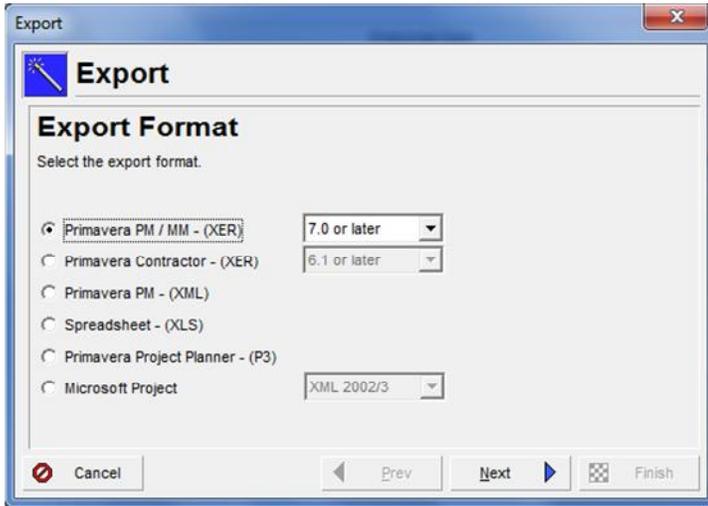


Figure 6

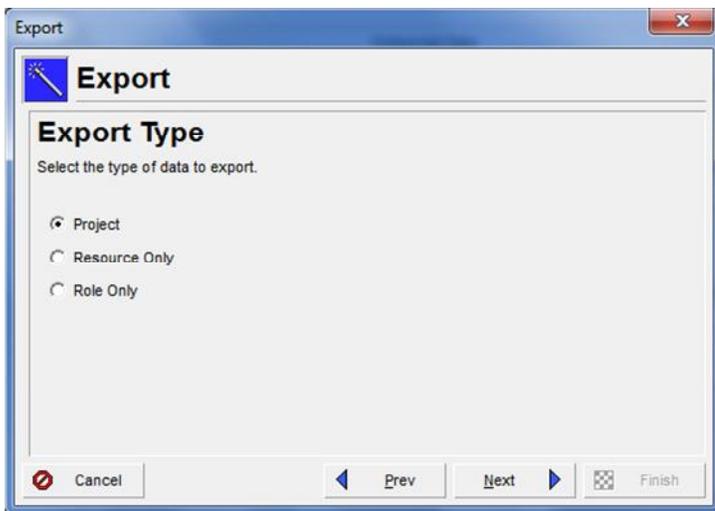
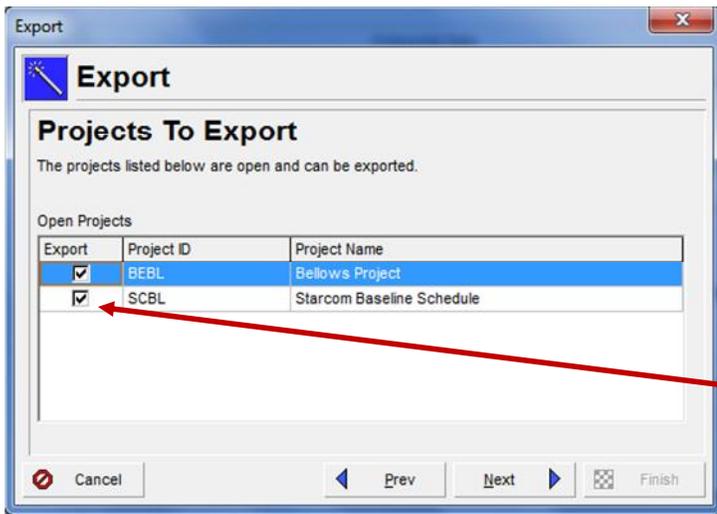


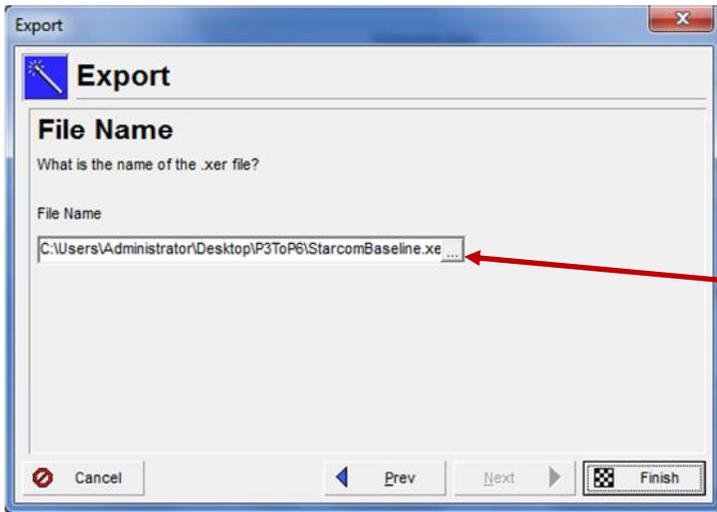
Figure 7



Select (check mark) each project you wish to export.

***TIP*:** If you wish to create separate files for each project, select only one project at this time, and repeat operations in figures 6 -8 as necessary

Figure 8



From the Pick List, select the destination where you wish to export the P6 file to, then click "Finish"

Figure 9

A P6 file (file extension ".xer") should now exist and be ready to use in the destination folder you selected!