User Reference

Scheduling 2.0 v10x

By CMiC



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User Reference Guide - Version: CMiC Open Enterprise v10x

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Scheduling 2.0

Overview of Scheduling 2.0

Scheduling 2.0 is designed to assist project managers in developing schedules, assigning resources to activities, and tracking progress.

Integration

• **Project Management** – Scheduling integrates with Project Management via the Bid Items Entry and Submittals through a schedule activity which provides the Start and End Dates for which the Time Phased Budget can be generated or the Submittal Process can be tracked.

Using Scheduling 2.0



The Scheduling 2.0 tree-view consists of the Scheduling program, and nodes for Menu Maintenance and Security.

To launch the Scheduler, click on the program link. The Schedule is launched in a separate window:

						Schedule for Sc	heduling 2.0 - PRIM	IAVERA Proje	ect					
	Project Schedu	ling 2.0 - PRIMA		Version 00		Start Date	e 10/04/2013	Ġ		End Date 11/02/2017	8 6 0		Show Schedule	
File • Import • Export • View t	ools - 🖌 da' View re	solution - Show b	aseline Show Floa	Show Rel. Object	ts							🛅 Project Calendar 🛛 Se	ttings - Search for activitie	2S
Activities		*	Schedule											>>
Activity Name	Start	Finish	Mon 03 Feb 2014 4 T W T F	Mon 10 Feb	2014 M	Ion 17 Feb 2014 T W T F S	Mon 24 Feb 20)14 F S S	Mon 03 Mar 2014 M T W T F S	Mon 10 Mar 2014	Mon 17 Mar 2014 S M T W T F	Mon 24 Mar 2014 S S M T W T F	Mon 31 Mar 2014	М 5 5 М
4 🔄 Project Milestones	10-09-2014	04-06-2015												
Final Design of Equipment C	10-09-2014	10-09-2014												
Installation complete of the	04-06-2015	04-06-2015												
4 🔄 Project Management	10-04-2013	11-04-2015			_	_		_						_
MILESTONES-1														
4 😁 Milestones	10-04-2013	10-07-2015				_		_	_					_
🔁 Submit Proposal	10-04-2013	10-04-2013				_								
E Kick-Off Meeting	03-24-2014	03-24-2014										*		
Mobilization	03-17-2014	03-17-2014									P			
award Of Contract	03-10-2014	03-10-2014												
E Modification Planning (Pr.	04-15-2014	04-15-2014												
Installation Planning Com	01-08-2015	01-08-2015												
🔁 Design Closeout	10-07-2015	10-07-2015												
🔚 Detailed Designs Complet	10-09-2014	10-09-2014	1											
Issue P.O. to Tooling Ven	04-29-2014	04-29-2014												
Work Assessing Complete	02-02-2015	02-02-2015												
E Review and Accept PO (B	03-14-2014	03-14-2014								▲—	1		_	_
ES MSA Project Managem	03-17-2014	03-17-2014									•			_
Project Phase Initiation C	04-11-2014	04-11-2014												
E Project Quality Plan	04-11-2014	04-11-2014												
📰 Design Plan	04-11-2014	04-11-2014												
Project Execution Plan-B.	04-11-2014	04-11-2014												
E Project Communication I	04-11-2014	04-11-2014												
E Project Procurement Plan	04-11-2014	04-11-2014												
Project Materials Manage.	04-11-2014	04-11-2014												
🔁 Site Specific Safety Plan	04-11-2014	04-11-2014												
E Subcontractor Manageme	04-11-2014	04-11-2014												
Construction Plan-BM- 75	04-11-2014	04-11-2014												
Proiect Management Establis	03-10-2014	11-04-2015	<		2									>

The schedule is loaded in View mode unless the user has the security privilege to Edit. The security privilege 'Scheduling 2.0 – Edit Mode' is available for this purpose:

nagement				
Addi	Remove privileges from the SM_MNGR F	Role		
			Select All Unselect All Upd	late Back
	Privilege	Granted		
Action Iter	ms - Create Public Items	V		
Action Iter	ms - Delete Others	V		
Action Iter	ms - Edit Others	V		
Action Iter	ms - View Others	V		
Logs - Set	t Defaults For Query Configurations	7		
Logs - Set	t Defaults For Query Filters	3		
Menu Mai	intenance - Set System Default	V		
Schedulin	ng 2.0 - Edit Mode			
User Defin	ned Fields LOV list - Add/Edit/Delete items	V		
	Addon III Action III A	AddRemove privileges from the SM_IMNGR F Privilege Action Items - Coalde Public Items Action Items - Delete Oftens Action Items - Edd Oftens Action Items - Edd Oftens Action Items - View Oftens Logs - Sol Defends For Overy Configurations Logs - Sol Defends For Overy Configurations Defends For Overy Configurations Logs - Sol Defends For Overy Configurations Defends For Overy Configurations Logs - Sol Defends For	AddiRemove privileges from the SM_IMKGR Role Philosge Granted Action Items - Coate Public Items V Action Items - Delete Others V Action Items - Sect Overs V Logs - Set Defaults For Overy Filters V Meximicinance - Set System Default V Scheduling 2.0 - Edit Mode V User Defined Fields LOV Intil - AddEds/Delete Items V	Add Remove privileges from the SM_MNGR Role

The Schedule screen is separated into the header section which displays the current Project Name, Version, Start Date and End Date. The Start Date and End Date formats are based on the User Preferences in CMiC Enterprise. The [Show Schedule] button is also located here.

Show Schedule

[Show Schedule] is a Refresh of sorts. You can refresh the schedule using this, or you can select Start and End Dates to view in the schedule then press [Show Schedule]. It will show the schedule starting from 2 weeks before the Start Date entered and 4 weeks ahead of the End Date entered.

The menu area is in the header section as well, with each menu having a drop-down arrow to sub-menu items. In the lower pane, is the **Activities** section to the left and the Schedule section to the right.

Menu Options

Standard menu items of saving, printing, importing and exporting are included.

								Schedule for Sched	luling 2.0	- PRIMAVERA P	roject													
				Project Schedul	ing 2.0 - PRIMA		Version 001	Start Date 10	0/04/201	3 🖏			End	Date 11/02/2017	6						Shov	/ Schedule		j
File	· • Impo	rt • Expo	rt • View b	ols • 6a' View re	solution + Show I	aseline Show Float	Show Rel. Objects											📅 Proje	ct Calend	ar Set	tings 🕶 🚦	earch for activ	/ities	
	Save							 Schedule															>	į
ø	Approve			(hu)	Finish	0	Add ashing	Mon 16 Sep 2013	M	lon 23 Sep 2013		Mon 30 Sep 2013		Mon 07 Oct 2013		Mon 14	Oct 201	3	Mon 22	L Oct 201	3	Mon 28 Oct	2013	
Ф	Refresh			Start	rinisn	Resources	AUU COIUMIT	M T W T F	S S N	T W T F	s s	M T W T F	s s	N T W T F	s s	мт	wτ	F S S	N T	wт	F S S	м т w	TFS	s
	Reports			10-09-2014	04-06-2015	Multiple																		~
	Print	×	Equipment C	10-09-2014	10-09-2014																			
	🚬 Insta	lation com	plete of the	04-06-2015	04-06-2015																			
46	Project I	fanagemer	ıt	10-04-2013	11-04-2015							,	_					-	_		-	-	_	

Saving a Schedule

All changes should be saved before Refreshing the schedule. Refreshing before saving will cause changes made since the last save to be lost. This includes any columns added or removed from the Activities section.

Save should be used to save all changes made including any made in the Project Calendar window,

accessed with the button	📅 Project Calendar	
accessed with the button	•	

Approving a Schedule

This action will save the current schedule as a baseline version and create a new schedule with version number next in sequence. A confirmation message will display.

Approve	Schedule			×
?	Would you	like to create	a new Baselin	e Schedule Version?
		<u>Yes</u>	No	j j

It essentially locks in any changes that were made to the schedule prior to approval. Comparisons can then be made between the current schedule and the baseline schedule.



Refreshing the Schedule

This action commits any changes to the schedule and shows the effect of those changes on the schedule.

Printing the Schedule

																																				_
														Sche	dule fo	Schedu	uling 2.	0 - PRIM	IAVERA	Proje	ct															
			Project	Scheduling	g 2.0 - PRIMA					Versi	on 001	~			Start I	Date 10	/04/20	13	ò				End D	ate 11/0	2/2017	Ċ	6						Sho	w Schedule		
File •	Import - Export	t • View f	cools • 60	View reso	slution - Sh	ow basel	line S		: Sh	ow Rel.	Objects	- 1																	P 🗄	roject C	alendar	Settin	gs • (Search for a	tivities	
🖬 Sa	ive					« 5	Schedul	e																												»
🧭 Ap	oprove		(h- 4		mark.	м	ton 16 Se	ep 2013		Mon	23 Sep	2013		Mon 30	Sep 201	3	Mo	n 07 Oct 2	2013		Mon 14 Oct 20	13	Mon	21 Oct 20	013		Mon 28 Oc	t 2013		Mon	04 Nov 2	013		Mon 11 Nov 2	013	
\$ Re	efresh		Start		rinisn	N	T W	I T F	s s	N 1	w	TFS	s	и т і	νт	FS	s M	т w	T F :	5 S	м т w т	F S S	5 М	т w т	F S	s	м т w	T F	s s	M 1	w т	F S	s	м т w т	F S	s r
Re	eports		10-09-20	14	04-06-2015																															
Pr	int 🕨	Standar	d	14	10-09-2014																															
2	Installation con	PDF		15	04-06-2015																															
🖌 🚞 Pr	oject Management		10-3-20	13	11-04-2015														-	_		_	-		-	-		_	-	-		-	_		_	•
2	MILESTONES-1																																			
4 🛅	Milestones		10-04-20	13	10-07-2015														-	_		-	_		-	-		_	-	-		-	-		_	-
	🔚 Submit Propos	al	10-04-20)13	10-04-2013											 a 			-											-			_		-	=

Click the Print > PDF menu item. A PDF document will be generated after selecting the desired settings and then clicking [**Export**].

Export Settings			×
Export range:	Complete	e schedule	~
Export mode:	Multiple p	pages	~
Paper format:	A1		~
Orientation:	Landscap	e	▼
Add page number:	V		
		Export	Cancel

At the end of the creation of the PDF, the user is prompted to open or save the file:

Do you want to open or save 3482172_pages-6_Schedule.pdf (572 KB) from test4v10.cmic.ca?	Open	Save	•	Cancel	×	

Sample of output:

1 3482172_pa	ges-6_Schedule.pdf	- Adobe I	Reader																			23
<u>File Edit Vi</u>	ew <u>W</u> indow <u>H</u> elp																					×
4	284			L / 6 🗩	•	35.8% ×	8	🦻 🍕	2												Tools Sign Com	ment
-										1/6										^	2	ign In
	Atteles					Schodelo									(b)						Export PDF Files	
n	Activity Name	Start	Roan	Amourom	Add colum	Han 22 Apr 2013	Man 29 Apr 2813	Man 66 May 205	Hon 13 May 201	S Man 20 May 2	2013 Mar 27 Hay 2	2013 Mark03 Jun 2013	Nex 50 Jun 2013	Nor 17 Jun 2012	Plan 24 Jun 2013	Max 05 34 2013	Non CO 1	ы 2013 Ман т и в в м	153	E		
<i>©</i>	a 😂 Residental_Construction	0549-2013	12-06-2013					-									_	_		A	dobe ExportPDF	(1)
	# 🔄 General Conditione	05409-2013	05-06-2013	9.9 - Gende Stimpson [13				-		_										= C	onvert PDF files to to Word or E	xcel
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	Syn contract and notice t	06406-2813	05-06-2013									Ú,									LA POST SIL	
	A 🔄 Apply for Permits	05-05-2015	05-06-2013									+									siect PDF File:	
	🔚 šecure foundation per.	05-05-2013	06-06-20:53																		3482172 pages-6 Schedule.	odf
	E Secure Family permit	06-06-2013	06-06-2013																			
	Secure electrical permi	05-05-2013	06-06-2013																		1 file)	573 KB
	El seche benered bene	06406-2013	08-06-2013																			
	R serve was been	04-06-2013	09-06-20-13																	C	onvert To:	
	E secon menareca.	09-00-2013	08-00-2013										_							10	Microsoft Word (* docy)	-
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	+ Condition	01-12-2012	08-18-22-23												_	_	_	_		C	hange	
	E bowate for foundations	64-12-2012	06-14-2013																			
	Fore lasses of sale	08-17-2013	0743-2013																			
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	🔮 Cure beasnert vale for	07/02/0813	07/00/00:0																		Convert	
	2 Sty bearrant val form	07-01-2013	08-01-2013																			
	😒 Waterproof/insulate base	68-60-0812	08-85-20:13																			

The PRINT function is currently programmed to work with **Windows and Linux** machines. The files **phantomjs_exe**, **phantomjs_render.js and phantomjs_work.bat (all for Windows); phantomjs_render.js, phantomjs_work.sh (all for Linux)** are required to be in the \SQL installation directory.

Importing a Schedule

CN	/iC So	heduling 2.0				
				Project Standard S	System Project	
File -	Impo	ort - Export -	Vie	w tools - View resol	lution 👻 Show bas	eline Show Float
Activi		CSV			*	Schedule
Code	щ.	MS Project Primavera (beta)			Start	Mon 22 Apr 2013 M T W T F

Scheduling 2.0 allows importing of CSV files as well as files from other third-party project management software, currently limited to MS Project (MPP, XML) and Primavera (XER, PM XML).

Importing a CSV File:

Import File Layout:

mscheduleimport.ctl - Notepad	
File Edit Format View Help	
LOAD DATA APPEND INTO TABLE DA.PMFOREIGN_SCHEDULE_IMPORT FIELDS TERMINATED BY "," OPTIONALLY ENCLOSED BY '''' (PMFSCHEDI_COMP_CODE, PMFSCHEDI_ACT_CODE, PMFSCHEDI_ACT_NAME, PMFSCHEDI_ACT_NAME, PMFSCHEDI_ACT_NAME, PMFSCHEDI_START_DATE DATE 'MM/DD/YYYY HH24:MI:SS', PMFSCHEDI_END_DATE DATE 'MM/DD/YYYY HH24:MI:SS', PMFSCHEDI_BL_START_DATE DATE 'MM/DD/YYYY HH24:MI:SS', PMFSCHEDI_BL_END_DATE DATE 'MM/DD/YYYY HH24:MI:SS', PMFSCHEDI_BL_END_DATE DATE 'MM/DD/YYYY HH24:MI:SS', PMFSCHEDI_DURATION, PMFSCHEDI_DURATION,UNIT, PMFSCHEDI_BL_DURATION,UNIT, PMFSCHEDI_BL_DURATION,UNIT, PMFSCHEDI_BL_EFFORT,UNIT, PMFSCHEDI_BL_EFFORT,UNIT, PMFSCHEDI_BL_FFORT,UNIT, PMFSCHEDI_BL_FFORT,UNIT, PMFSCHEDI_BL_PERCENT_DONE, PMFSCHEDI_BL_PERCENT_DONE, PMFSCHEDI_ACT_COLOUR, PMFSCHEDI_ACT_COLOUR, PMFSCHEDI_ACT_COLOUR, PMFSCHEDI_ACT_COLOUR, PMFSCHEDI_ACT_COLOUR, PMFSCHEDI_ACT_COLOUR, PMFSCHEDI_DEPENDENCY)	

Click the CSV sub-menu item to get the following popup window:

					Sche	dule for Schdule # 2 - PTF	V10X						
	Project	Schdule # 2 - PTFV	10X	Version 000 👻	Start I	Date 030613 🕎		End Date 290613		Show Sci	hedule		
File • I	mport • Export • View tools •	View resolution -	Show baseline Show Floa							🛅 Edit working time	Settings •	Search for activit	ties
Activitie	5	«	Schedule										>
Code	Activity	Start	May 20 2013 M T W T F S S	May 27 2013 M T W T F S S	Jun 03 2013 M T W T F S S	Jun 10 2013 M T W T F S S	Jun 17 2013 M T W T F S S	Jun 24 2013 M T W T F S S	Jul 01 2013 M T W T F S S	Jul 08 2013 M T W T F S	Jul 15 2 S M T	013 W T F S S	Jul 22 2013 M T W
		v//g4v10.cmic.ca	7783/mode=GetCavFile&	Activity File (238)	schOraseq = 1322131 - 5d ImportatiV10X FLESPTPV10 8(a) 3(c), otherwise will ignore	heduling - Windows Intern XXSchedule2 0PUSCH-03-S Options	et Explorer - [Bonse					

Enter the file to be imported or use 'Browse' to search for it. Click [Import].

The next screen is the import validation screen which will allow the user to make changes where needed.

http://qs4/10.cmic.ce.7785/ - PmSchedule Activity Import - Windows Internet Explorer - [InPrivate]														
Re-mport Re-Valdate Accept Cancel														
1 Show lines with errors only														
1 Show Warnings														
Update Existing Activities														
RORS														
1 Insert reis DB table: Line 1 has error(s): OBA-b1558: a non-numeric character was found where a numeric was expected Continue with next line.														
contr.														
CMT: 1 CVT fle processing: 11 lines to process														
Cover lap to clearly 11 miles up to clear Cover clearly 11 miles up to clear Cover clearly 11 miles up to clear														
3 Insert into DB table: 10 lines inserted. 1 erroneous line(s) skipped.														
New Activities Tog I Existing														
Active protect Active Code Active Name Parent Code Parent Name Start Date End Date Baseline End Date Baseline End Date Priority Duration Duration Unit Baseline Duration Unit Baseline Duration Unit Effort Unit Percent Done Baseline Percent Done Comments Type Colour Scheduling Mode Dependency														
10 Valid Record(s)														
Technic Auförer Technica														
Existing Activities 100 [160W														
Comments Update Activity Code Activity Name Start Date End Date Priority Duration Unit Effort Effort Effort Unit Percent Done Comments Type Colour Scheduling Mode														
No Records														

🏉 ht	tp://qa4v	10.cmic.ca:7785	/ - PmSchedule Acti	ivity Import - Windows Internet I	xplorer - [InPrivat	te]												- 0	×
																F	Re-Import Re-Validate Ac	cept C	ancel
E SI	iow lines v	with errors only														_			_
🗐 SI	iow Warni	ngs																	
Up	date Exist	ing Activities																	
								New Activi	ties									Top Ex	isting
Delet	deter Comp Project Activity Code Activity Name Parent Code Parent Name Start Date End Date Baseline Start Date Baseline End Date Project																		
	SNV 02-SCHEDUL [JC-TRANNG Lose Cost Training 000000000000000000000000000000000000																		
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	SMV	02-SCHEDUL	JC-SETUP	Job Setup	JC-TF	RAINING	lob Cost Training		030613	00 🕎	: 00	290613	100	: 00	00	: 00	00	: 00	
	SMV	02-SCHEDUL	JC-ASSIGN	Assign Phases	JC-TF	RAINING	iob Cost Training		030613	00 🕎	: 00	290613	00	: 00	00	: 00	00	: 00	
	SMV	02-SCHEDUL	JC-START	Start Job	JC-TF	RAINING	iob Cost Training		290613	00	: 00	290613	00	: 00	00	: 00	00	: 00	
	SMV	02-SCHEDUL	JB-TRAINING	Job Billing Training					060613	100	: 00	220613	I II 00	: 00	00	: 00	00	: 00	
	SMV	02-SCHEDUL	JB-LOCAL	Local Tables	JB-TF	RANNG	lob Billing Training		060613	100	: 00	220613	00	: 00	00	: 00	00	: 00	
Γ	SMV	02-SCHEDUL	JB-CONTROL	Job Billing Control	JB-TF	RAINING	lob Billing Training		060613	12 00	: 00	220613	00	: 00	00	: 00	00	: 00	
	SMV	02-SCHEDUL	JB-BILL	Job Bill to Customer	JB-TF	RAINING	ob Billing Training		220613	00	: 00	220613	00	: 00	00	: 00	00	: 00	
								Existing Acti	vities									Top	New
E F	elete	Update	Activity Code	Activity Name	Start Date	End Date	Priority	Duration 0	Ouration Unit	Effort	E	ffort Unit	Percent 0)one	Comments	Type C	olour Scheduling	Mode	
			1					No Recor	ds						1				

Un-check the **Show lines with errors only** flag to show the lines that have been imported:

The import validation screen is separated into two sections: New Activities and Existing Activities.

The user can make changes and choose to Update Existing Activities.

If the records are all valid, the [Accept] button is enabled, and is used to import the records into the schedule.

When there are differences between the current schedule and the one being imported, these differences will be highlighted in orange color on the validation screen, in the Existing Activities section, and any new activities will be shown in the New Activities section:

🏉 htt	p://qa4v1	0.cmic.ca:7785/ -	PmSchedule Acti	vity Import - Windows Intern	et Explorer - [In	Private]															×
																		Re-Impor	Re-Validate Ac	cept Can	cel
🗐 Sh	ow lines w	th errors only																			
🗐 Sh	ow Warnin	gs																			
	data Evieti	o Activities																			
		ig Hearings																			
REPOR	T:																				
1	Updati	Ing Temporary Table	t: re undeted																		
	Dysamily transmit Exists Lines: 1, 2, 3 were updated.																				
Delete	Comp	Project	Activity Code	Activity Name		Parent	Code		Parent Name			Star	t Date		End Date		Baseline Start Dat	6	Baseline End Date		Pr
	SMV	02-SCHEDUL P	M-PROJ	Project Mangement								280613	00 : 00	300613	00 :	00	00	: 00	00	: 00	
										Existing	Activi	ties								Top I M	lew
	Update	Activity Code		Activity Name	S	tart Date			End Date		Priorit	y Duration	Duration Unit	Effort	Effort Unit	Percent Done	e Com	nents	Тур		
	Γ	JC-CONTROL	Job Control		030613	00	: 00	290613	00	: 00		20	Day -	•	Hour -	0		4			
	Γ	JC-SETUP	Job Setup		030613	00	: 00	290613	00	: 00		20	Day	•	Hour -	0		÷			
		JB-BILL	Job Bill to Custo	mer	220613	00	: 00	220613	00	: 00		0	Day -	-	Hour -	0		÷.			
1																					

Importing a Microsoft Project file (MPP):



NOTE: Currently, importing will add to/replace the previously loaded schedule.

To import an MPP file, select the MS Project > MPP path and follow the same steps as described for importing CSV files.

During the import if the Activity/Task Name is empty then "No Name Provided" is used instead.

Exporting a Schedule

										Schedule	for So	hed	uling	2.0	PRI	MAVE	RA P	rojec	t
à			Projec	ct Schedu	ıling) 2.0 - PRIMA		Version 001 🗸		Sta	rt Dat	e 10)/04/	2013	}	20			
File - Import - Export - View tools - 6o' View resolution - Show baseline Show Float Show Rel. Objects																			
Activities			CSV						~	Schedule									
A shi dha Alasaa			MS Project XML			Chart .	mark	D	4.1	Mon 16 Sep 2	2013			Mon	23 Sej	p 2013			Mon 3
ACTIVITY Name			Primavera PM XML		ľ	Start	Finish	Resources	Add	M T W 1	F	s	s	мт	w	TF	s	s	мт
	= P	repa	re Change Paper - New	Drawing(5)	04-21-2014	05-09-2014												
	E P	repa	re Change Paper - Existi	ing Drawi	ng.	05-12-2014	06-02-2014												

Scheduling 2.0 allows exporting of CSV files as well as files from other third-party project management software, currently limited to MS Project (XML) and Primavera (PM XML).

View Tools



This menu consists of menu items that allows the user to adjust the appearance of the schedule including zooming in and out, expanding and collapsing, and highlighting activities that extend for more than 7 days.

View Resolution



With 'View Resolution', the user can select a time range of the schedule to analyze more closely. There are 6 weeks, 10 weeks, 1 year and 5 year options.

Show Baseline

Pressing this button will display the baseline schedule, thereby allowing a comparative analysis between the current unapproved schedule and the baseline.

Show Float

This button will cause the float to be shown on the schedule. The float is the time difference between activities that are dependent (i.e. successors and predecessors).

Project Calendar								×
Calendar name: zBM	01 5x8 M-F	(070	0-150)0)	P	arent	t cale	endar: No parent 👻
								Working hours for 1ap 10, 2018
			Janua	iry 20	18 -		F	Working hours for San 10, 2010.
	S	М	T	W	T	F	S	
Weekends	31	1	2	3	4	5	12	• 07:00-15:00
	14	15	9	10	11	12	20	
31 Overridden day	21	22	23	24	25	26	20	Based on: standard day in
Overridden wee	28	29	30	31	1	2	3	calendar "zBM-01 5x8 M-F(0700- 1500)"
Overhuden wee	4	5	6	7	8	9	10	1500)
			G	Today	,			
				louuj				
Day overrides Wee	k overrides	;						
💿 Add 🥜 Edit 🥥 F	emove							
Name								Date
Exception - DEC 24 to DE	24							12-24-2007
Exception - JAN 01 to JAN	01							01-01-2006
Exception - MAY 22 to MA	Y 22							05-22-2016
Exception - DEC 24 to DE	24							12-24-2008
Exception - MAY 18 to MA	Y 18							05-18-2014
Exception - SEP 06 to SEP	06							09-06-2015
								Ok Cancel

Editing Project Calendar

This screen displays information regarding the calendar that is being used by the current schedule.

A calendar can be based on a 24 hour day or can be set up to be shift-based.

Working days are shown in white background, weekends in grey, overridden days in blue and overridden weeks in pink.

Tabs in the lower section of the window are accessed to add Day Overrides and Week Overrides.

Settings



The Settings button displays additional options for analyzing the schedule. These options include highlighting the critical path (based on the Total Float = 0) and showing activities that have progressed for less than 30 % of the expected duration.

Searching For Activities

Using the '**Search for activities**' box, the search is performed against any portion of the word in the Activity Name of lower level activities.

Activities

In the Activities section, there are a number of columns which are displayed by default:

Activity Name, Start Date, Finish Date, Duration, Free Float, Total Float. The vertical bar which separates the Activities section from the Schedule can be dragged to the right to show all the columns.

Columns can be added to the Activities section by clicking on the down arrow in the header of 'Add column' as shown in the picture below and then clicking on the field you want added:

						Sche	dule for S	5chedu	ling 2.0 -	PRIMAVE	RA Proje	ect																			
	Project Schedu	uling 2.0 - PRIMA		Version 001 🗸			Start Da	te 10/	04/2013	20					Б	nd Date	11/02/	2017	120								Sho	w Sche	dule		
File • Import • Export • View t	tools - 6a' View	resolution + Show	baseline Show Float	Show Rel. Objects																		1 t	🛃 Pro	ject Cal	endar	Settin	ngs -	Search	for activ	vities	
Activities					~	Sched	ule																								>>
Activity Name	Shart	Finish	Perourcer	Add column		Mon 16	Sep 2013		Mon 2	3 Sep 2013		Mon	30 Sep 2	013		Mon 03	Oct 201	3		4on 14	Oct 20	13		Mon 2	1 Oct 20	013		Mon 2	3 Oct 207	13	
Activity Name	Start	ringi	REGUILES	ADD CORDITION		M T	W T F	S S	5 M T	W T B	s s	мт	г w т	F	s s	мт	ψт	F S	S N	т	ψт	F	s s	мт	w т	F	s s	мт	wт	F S	s
4 🔄 Project Milestones	10-09-2014	04-06-2015	Multiple																												
🔄 Final Design of Equipment C	10-09-2014	10-09-2014																													
Installation complete of the	04-06-2015	04-06-2015																													
4 🔄 Project Management	10-04-2013	11-04-2015												-	_			-	-			-		_		-			_	_	-
MILESTONES-1		6																													
a 🔁 Milestones	10-04-2013	10-07-2015																-	-			-	_	_		-	_	_	_	_	-
Submit Proposal	10-04-2013	10-04-2013	Multiple												8			-	_			-		_		-				_	-
E Kick-Off Meeting	03-24-2014	03-24-2014																													
Mobilization	03-17-2014	03-17-2014																													
Award Of Contract	03-10-2014	03-10-2014																													

						Schedule for Sch	eduling 2.0	PRIMAVERA P	Project											
	Project Sched	uling 2.0 - PRIMA		Version 001		Start Date	10/04/201	10			End	Date 11/02/2017	12					Show Scho	dule	
File • Import • Export • View t	ools • 🛛 dia' View	resolution • Show	baseline Show Float	Show Rel. Objects											📆 Proje	ct Calendar	Settings	 Search 	for activitie	es
Activities						Schedule														»
Activity Name	Start	Finish	Resources			Mon 16 Sep 2013 M T W T F	Mon S S M 1	23 Sep 2013 W T F S	M S N	lon 30 Sep 2013 T W T F :	M s s m	on 07 Oct 2013 T W T F S	Mon 14 S M T	Oct 2013 W T F	s s i	Mon 21 Oct	2013 T F S	Mon 2 S M T	8 Oct 2013 W T F	S S N
4 😋 Project Milestones	10-09-2014	04-06-2015	Multiple	% Complete																
Final Design of Equipment C	10-09-2014	10-09-2014		Baseline Start	1															
E Installation complete of the	04-06-2015	04-06-2015		BidItem																
a 😋 Project Management	10-04-2013	11-04-2015		Duration						-	_	-		_	_		-	_		_
MILESTONES-1				Early End Date																
a 🚖 Milestones	10-04-2013	10-07-2015		Early Start Date						-							_	_		_
Submit Proposal	10-04-2013	10-04-2013	Multiple	End Date						_	8						_	_		_
Kick-Off Meeting	03-24-2014	03-24-2014		Free Hoat																
Mobilization	03-17-2014	03-17-2014		Late Start Date																
E Award Of Contract	03-10-2014	03-10-2014		Notes																
E Modification Planning (Pr.	04-15-2014	04-15-2014		Resources	~	,														
🔁 Installation Planning Com	01-08-2015	01-08-2015		Scheduling Mode																
🔁 Design Closeout	10-07-2015	10-07-2015																		

Columns can be removed by clicking on the down arrow in the header of any existing column as shown in the picture below, and de-selecting the columns you wish to remove:

								Schedule for 9	Scheduli	ing 2.0 - PRIMAVERA	Projec	t											
	Project Schedu	iling 2.0 - PRIMA		v	ersion 001 🗸			Start Da	te 10/0	04/2013 🚳				End Date 11/02/20	017	20				Show Sch	edule		5
File • Import • Export • View t	ools • 60' View r	esolution - Show	baseline Show Float	Show I	Rel. Objects												Pi	oject Calenda	Settings	- Searc	h for activi	rities	
Activities						~	5	chedule														0	»
Activity Name	Start	Finish	Resources	-	Add column		M	on 16 Sep 2013		Mon 23 Sep 2013		Mon 30 Sep 2013		Mon 07 Oct 2013		Mon 14 Oct 2013		Mon 21 Oc	2013	Mon 2	28 Oct 2013	3	ł
4 🗁 Project Milestones	10-09-2014	04-06-2015	Multiple	21	Sort Ascending		M	1 1 1 1		MIWIF	5 5	MIWIF	5 5	MIWIF	5 5	MIWI		o M I W	1 - 5	5 11	WI	1 3 5	
\Xi Final Design of Equipment C	10-09-2014	10-09-2014		Z↓	Sort Descending																		î
Installation complete of the	04-06-2015	04-06-2015			Columns	Þ 🛛	v s	Start															
4 🔄 Project Management	10-04-2013	11-04-2015					- 7 F	inish					_	_		_							
MILESTONES-1							7 R	Resources															
4 🔄 Milestones	10-04-2013	10-07-2015					7 A	Add column					_		-		-	_	_	_		_	Ł
Submit Proposal	10-04-2013	10-04-2013	Multiple				1		_			4	- 8		_		_	_	_	_			
E Kick-Off Meeting	03-24-2014	03-24-2014																					
Mobilization	03-17-2014	03-17-2014																					

Activity Name

An activity is a task to be carried out as represented on the schedule. The activity must have a start date and an end date.

Duration

The duration is automatically determined from the Start Date and Finish Date.

Resources

This column has an LOV of project contacts, from which personnel assignment can be made against the activity.

%Complete

This is the % Completion of the activity, and is represented on the schedule by a purple-colored bar. For a higher-level summary activity, the % completion is based on the progress of the sub-activities, and is shown as a pale-yellow bar at the summary activity level.

Schedule

The schedule is made up of a number of activities which can be inter-dependent. It is the depiction of the project management tasks – when they start and finish, which task is dependent on the other, which task has to finish before another can start, what lag time is built in for contingency etc.

The background of the schedule consists of white and grey vertical bars. The white represent the working days, and the grey represent the non-working days. Working and non-working days are defined through the Calendar.

When work days are changed to non-working days, this causes adjustments in the schedule – the activity end date will be extended. When non-working days are changed to working days, the schedule may be adjusted accordingly.

The schedule must have at least one activity.

The Activity is created by right mouse-clicking anywhere in the Activities section or the Schedule section.

A menu is displayed with a number of options. Only the highlighted option 'Add Activity > Insert Below' is applicable to a new schedule.

					Schedule for	Basic's Job Project							
	Project Basic's	Job Project		Version 000	Start Date 041	113 📃		End Date		Sh	ow Schedule]	
File • Import •	Export • View tools • View re	esolution 👻 Show ba	seline Show Float							🛗 Edit working time	Settings •	Search for activiti	es
Activities		«	Schedule										»
Code	Activity Name	Start	Mon 21 Oct 2013	Mon 28 Oct 2013	Mon 04 Nov 2013	Mon 11 Nov 2013	Mon 18 Nov 2013	Mon 25 Nov 2013	Mon 02 Dec 201	8 Mon 09 Dec	2013	Mon 16 Dec 2013	1
			MTWTFSS	MTWTFSS	MTWTFSS	MTWTFSS	MTWTFS	S M T W T F S	SMTWT	FSSMTW	T F S S	M T W T F	551
	Activity information Delete Activity Convert to Milestone Add Activity	Insert Above											
	Delete dependency >	Insert Below											
		Milestone											
		Sub-Activity											
		Successor											
		Predecessor											

Once the activities are created and saved, more substantive data can be added to the schedule, using the right mouse-click. Even more options will be highlighted:

							Schedule for	Standard Syst	tem Project					
	Project Standard	d System Project			Version 001 💌		Start Date 0	90513	F		End Date 061213		Show Schedu	le
File • Import •	Export • View tools • View res	olution • Show b	aseline Show Floa	t								16	Edit working time Settings	Search for activities
Activities		«	Schedule											»
Code	Activity Name	Start	Mon 22 Apr 2013		Mon 29 Apr 2013	Mon 06	5 May 2013	Mon 13 Ma	ay 2013	Mon 20 May 20	13 Mon 27 May 2013	Mon 03 Jun 2013	Mon 10 Jun 2013	Mon 17 Jun 2013
0000	Aconcy name	- Start	мтwти	s s	M T W T F S	S M T	WTFS	SMTW	TFSS	м т w т	F S S M T W T F	S S M T W T F	S S M T W T F S	SMTWTFSSN
110	a 🔄 Residential_Construction	05-09-2013					-		_	_	_			·
2	a 🚞 General Conditions	05-09-2013					-		_	_	_		-	
3	Finalize plans and develo.	05-09-2013												
4	Sign contract and notice t.	06-06-2013										ι Γ.		E
5	4 🔄 Apply for Permits	06-06-2013												
6	Secure foundation per.	06-06-2013										▶♦ -		
7	🚬 Secure framing permit	06-06-2013										▶♦ -		
8	E Secure electrical permi.	06-06-2013										▶♦ -		
9	😒 Secure plumbing permi.	06-06-2013										▶♦ -		
10	Secure HVAC permit	06-06-2013										▶♦ -		
11	🔁 Secure miscellaneous.	06-06-2013										▶ ♦ –		
12	a 🔄 Site Work	06-07-2013												
13	🔁 Clear and grub lot	06-07-2013					Activity in	formation				Ĺ.		
14	Install temporary power s.	06-10-2013					Delete Act	tivity					<u> </u>	
15	🔚 Install underground utiliti.	06-11-2013					Convert to	o Milestone					<u> </u>	
16	4 🚞 Foundation	06-12-2013					Add Activi	ty 🕨	Insert Ab	ove			-	
17	Excavate for foundations	06-12-2013					Delete de	pendency 🕨	Insert Be	low				
18	🔁 Form basement walls	06-17-2013							Milestone					·
19	Place concrete for founda.	07-04-2013							Sub-Activ	ity				
20	Cure basement walls for.	07-22-2013							Successo	r i				
21	🔁 Strip basement wall forms	07-31-2013							Predeces	sor				
22	E Waterproof/insulate base.	08-02-2013												

A right mouseclick on the activity bar and then clciking **Activity Information** gives more detailed information in the **Activity Information** popup screen:

						Schedule for S	5chedulii	ng 2.0 - PRIMAVERA F	roject						
	Project Sche	duling 2.0 - PRIMA		Version 001		Start Da	te 10/0	4/2013			End Date 11/02/2017	20			Show Schedule
File • Import • Export • View	tools - 🛛 😽 View	resolution + Sho	w baseline Show Floa	Show Rel. Objects									📆 Projet	t Calendar Set	tings - Search for activities
Activities					«	schedule									
Activity Name	Start	Finish	Resources		N N	lon 16 Sep 2013	s s	Mon 23 Sep 2013 N T W T F S	Mon 30 Sep 20	F 5 5	Mon 07 Oct 2013 M T W T F S	Mon 14 Oct 2013 S M T W T F	S S M	4on 21 Oct 2013 1 T W T F	Mon 28 Oct 2013
4 😁 Project Milestones	10-09-2014	04-06-2015	Multiple												
🔄 Final Design of Equipment C	10-09-2014	10-09-2014													
Installation complete of the	04-06-2015	04-06-2015													
a 🔄 Project Management	10-04-2013	11-04-2015								-			-		
MILESTONES-1				Activity Informatio	0										
a 🚞 Milestones	10-04-2013	10-07-2015		County Informatio											
\Xi Submit Proposal	10-04-2013	10-04-2013	Multiple	General Prece	cessors	Resources	Note	s Related Objects			10				
E Kick-Off Meeting	03-24-2014	03-24-2014		Name:	Subm	it Proposal			Duration:	0 days	\$				
E Mobilization	03-17-2014	03-17-2014		Percent Complete:	0%	÷									
E Award Of Contract	03-10-2014	03-10-2014		Dates					La la classa						
😒 Modification Planning (Pr.	04-15-2014	04-15-2014		Start:	10/04	/2013	L	Pinish:	10/04/2013						
\Xi Installation Planning Com	01-08-2015	01-08-2015		Effort:	0 hou	rs									
😒 Design Closeout	10-07-2015	10-07-2015		Baseline	10/04	/2012		Finish	10/04/2012		_				
\Xi Detailed Designs Complet	10-09-2014	10-09-2014		Start.	10/04	12015		FILISH.	10/04/2015						
🛬 Issue P.O. to Tooling Ven	04-29-2014	04-29-2014		Percent Complete:	0%										
🔄 Work Assessing Complete	02-02-2015	02-02-2015													
E Review and Accept PO (B	03-14-2014	03-14-2014													
ES MSA Project Managem	03-17-2014	03-17-2014													
E Project Phase Initiation C	04-11-2014	04-11-2014													
🔄 Project Quality Plan	04-11-2014	04-11-2014													
🔁 Design Plan	04-11-2014	04-11-2014							Ok	Cance	4				
Project Execution Plan-B	04-11-2014	04-11-2014													
Project Communication I	04-11-2014	04-11-2014													

Changes can be made to the activity data, in this screen.

MILESTONE

This is a critical point (due date) on the schedule. It is represented by the icon \frown

SUCCESSOR

This is a dependent activity tied to the **end** of the activity that it is dependent on.

PREDECESSOR

This is a dependent activity which must occur before the activity that is dependent on it.

Additional Schedule features

- 1. In Activities the 'red' triangle indicator is used to highlight when changes are made. After saving and refreshing the schedule, it gets removed.
- 2. Summary tasks are highlighted in bright yellow and the other detailed tasks are indented. Summary tasks can be expanded and collapsed by clicking on them.
- 3. Hovering the cursor over an activity bar in the Schedule will display the activity start and end delimiters and a popup window with information on the activity, namely the activity name, start and finish dates (including time), and progress (% Done):



- 4. Use 'drag+ drop' to create Dependencies. The checkmark [©] to the target means the action is allowed, otherwise, [©] means not a valid dependency.
- 5. Dependency can be: START to START (start of A begins at start of B)

FINISH to FINISH (end of A depends on end of B)

START to FINISH

FINISH to START

	Schedule for Standard System Project																			
	Project	Standard System P	roject		Version	001 👻		Start D	090513				End Date 061213	ŋ			Show So	hedule		
File • Import • Export • View tools • View resolution • Show baseline Show Float																Settings •	Search for a	ctivit		
Activities Schedule																				
Code	Activity	Start	Mon 22 Apr 2013 M T W T F	S S	Mon 29 Apr 2013 M T W T F	S S	Mon 06 May 201	3 FSS	Mon 13 May 2013	S S	Mon 20 May 2013 M T W T F S	M S M	lon 27 May 20 13	Mon 03	3 Jun 2013 W T F S S	Mon 10 J	un 2013 N T F S	Mon 17 S M T	Jun 2013 W T F S	s
110	a 🔄 Residential_Construction	05-09-2013						_		-		-		-		_			_	_
2	a 🔄 General Conditions	05-09-2013					-	-	_	-	_	-		-	-					
3	E Finalize plans and develo.	05-09-2013																		
4	Sign contract and notice .	06-06-2013													From:	Fi	nalize plans a evelop estim	ind ate with		
5	Apply for Permits	06-06-2013														ō	wner, archit	ect		
7	Secure foundation pe	06-06-2013													To:	S	ign contract proceed	and notice		
8	Secure electrical perm	t 06-06-2013													Type:	F	inish-To-Sta	t 👻		
9	Secure plumbing perm	t 06-06-2013													Ck Ok		Cancel	Delete		
**																				
Fror	n:	Finalize develor owner,	plans ar estima architeo	nd te v ct	vith															
To:		Sign co to proc	ntract a eed	nd	notice															
Тур	e:	Finish-	To-Start		~															
	Ok	Finish-	To-Start																	
	OK I	Start-1	Fo-Start			J														
		Finish-	To-Finish	ı																
1		Start-1	Fo-Finish																	

- 6. To Edit a dependency, the user must double-click on the arrow-head. The **Type** can be changed and **Lag Time** adjusted. Click 'OK' to accept the changes. Click Save and Refresh.
- 7. To Delete a dependency, click the **[Delete]** button in the dependency popup window.

Calculations for Free Float and Total Float

Early Start (ES) = earliest start date of Activity without affecting the Project's Start Date

or

Early Start = Early Finish of Predecessor

Early Finish (EF) = **Early Start** + activity duration (including the resources assigned that also affect duration)

Late Start (LS) = Late Finish - activity duration (including the resources assigned that also affect duration)

Late Finish (LF) = latest end date of Activity without affecting the Project's End Date

or

Late Finish = Late Start of Successor

Early Float (EFS) = Difference between **Early Start** and **Late Start**

Late Float (LFF) = Difference between **Early Finish** and **Late Finish**

Free Float = Difference between Activity End Date and Activity's Earliest Successor Start Date

Total Float = Minimum between Early Float and Late Float

Integration with Project Management

The Scheduling module integrates directly with Project Management because the schedule is project-based.

All open projects in Project Management are available for use in the Scheduling module.

The integration also extends to the Related Objects in the schedule.

These Related Objects can be Bid Items and/or Submittals.

The link with Bid Items is made via the Activity field and is related to Time-Phased Forecasting (which has been deprecated).

The Link with Submittals can be made in the Submittal Activity field after a baseline schedule is created (i.e. the schedule is Approved).

The linkages are made only if the user is a named user for Scheduling 2.0 (i.e. licence exists).

Example of Process

- 1) Create a schedule for an existing Project Management Project using Scheduling 2.0 (this schedule will be Version 000)
- 2) Approve the schedule (approved version becomes Version 001). Any additional Approvals will increment the Version number
- 3) Create or Open a Submittal in Project Management
- 4) Open the Activity LOV of the Submittal
- 5) The LOV will display all the activities available for the latest baseline only; older baselines are not available.

Security

User licensing for Scheduling 2.0 is set in the JSP Project Management – User Maintenance screen. When the Scheduling 2.0 flag is checked, additional fields become available for entry:

CMiC Project Management - Windows Intern	et Explorer	CONTRACTOR AND A DESCRIPTION OF A DESCRI	- 6 ×
C v http://test4v10.cmic.ca:7785/	cmictestv10x/SdMenu/		- 🔯 47 🗙 🚼 Google 🔊 -
File Edit View Favorites Tools Help			🗴 🛄 Snagit 📑 📑
👷 Favorites 🛛 🍘 CMiC Project Managemen	t		🛅 🔹 🔝 👻 🖃 🖛 💌 Page 🔹 Safety 👻 Tools 🕶 🔞 👻
Project Managem	ent		Gienda Stimpson's Profile Home
🕸 🗉 🗉 Project Management Menu 🛛		Edit User	A
Search Go			Submit Cancel
Project: Project with Bid Item import to		LDAP User	
Communication Management Document Management		User ID SMUSER6 LDAP Name DEFAULT	
E Subcontractor Prequalification		😭 Password 🚥	
Estimate Management			
Budget & Cost Management		Contact	
🗈 🦲 Site Management		New Contact Existing Contact	
Reports		Partner SB Urban Systems 🦱 Contact KW	
File Maintenance		First Name [®] Glenda Last Name [®] Stimpson	
E Security		Collaboration User	
- Partners			
Convert Partners and Contacts		Enterprise User	
- 🔄 User Maintenance		🔘 No User 🛛 New User 💿 Existing User	
Change User LDAP Server		User D [®] SMUSER8 Default Menu CMIC Enterprise	
		Password Re-Type Password	
License Pools		Lieense Ausliable	
_		Project Management (999937 available out of 999999)	
		Company SB Urban Systems Security Group	
		Default Project Project with Bid item impor	
		Scheduling 2.0 (999999 available out of 999999)	
		Company Security Group	
		Default Project	
		// Dramatification (000037 available out of 000000)	
		Constant (00000) available dui (100000)	
		Company So urban Systems Security Group	
		Default Project Markup on Overheads	

Once this screen is set up for the user, the next level of security is at the user/user role within the module:

ASSIGN PROGRAMS

SSRAD Preview	S	V
Scheduling 2.0	SCH	
Scheduling 2.0 Management	SCH	
License Pools	SEC	V

ASSIGN MENU ITEMS

Scheduling 2.0	SCH	
Maintenance	SCH	
Menu Maintenance	SCH	
Security	SCH	
User Maintenance	SCH	
Role Maintenance	SCH	
User Access	SCH	

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