Vorlage mit 20 Zeiteinheiten:

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 0 |  |  |  |  | 5 |  |  | |  | |  | | 10 | |  | |  | |  | |  | | 15 | |  | |  | |  | |  | | 20 | |
|  |  |  |  |  |  |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |
|  |  |  |  |  |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |
|  |  |  |  |  |  |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |

Vorlage mit 25 Zeiteinheiten:

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 0 | |  | |  | |  | |  | | 5 | |  | |  | |  | |  | | 10 | |  | |  | |  | |  | | 15 | |  | |  | |  | |  | | 20 | |  | |  | |  | |  | | 25 | |
|  |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |
|  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |
|  |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |

Verbinde die Spalten, die du für einen Prozess benutzt, indem du sie markierst, einen Rechtsklick auf die Markierung machst und „Zellen verbinden“ auswählst.

Mit STRG + ‘#‘ lassen sich markierte Buchstaben tiefstellen: P1 → P1

Hier ein paar Beispiele:

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 0 |  |  |  |  | 5 |  |  | |  | |  | | 10 | |  | |  | |  | |  | | 15 | |  | |  | |  | |  | | 20 | |
|  |  |  |  |  |  |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |
| P1 | | | | | P3 | | | | | | | | | | | | | |  | |  | |  | |  | |  | |  | |  | |  | |
|  |  | P2 | | | | | | | | P4 | | | | | | | | | | | |  | |  | |  | |  | |  | |  | |  | |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 0 |  |  |  |  | 5 |  |  | |  | |  | | 10 | |  | |  | |  | |  | | 15 | |  | |  | |  | |  | | 20 | |
|  |  |  |  |  |  |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |
| P1 | | | | | | | | | | | | | | | P3 | | | | | | | | | |  | |  | |  | |  | |  | |
|  |  |  | P2 | | | | | | | P4 | | | | | | | | | | | |  | |  | |  | |  | |  | |  | |  | |