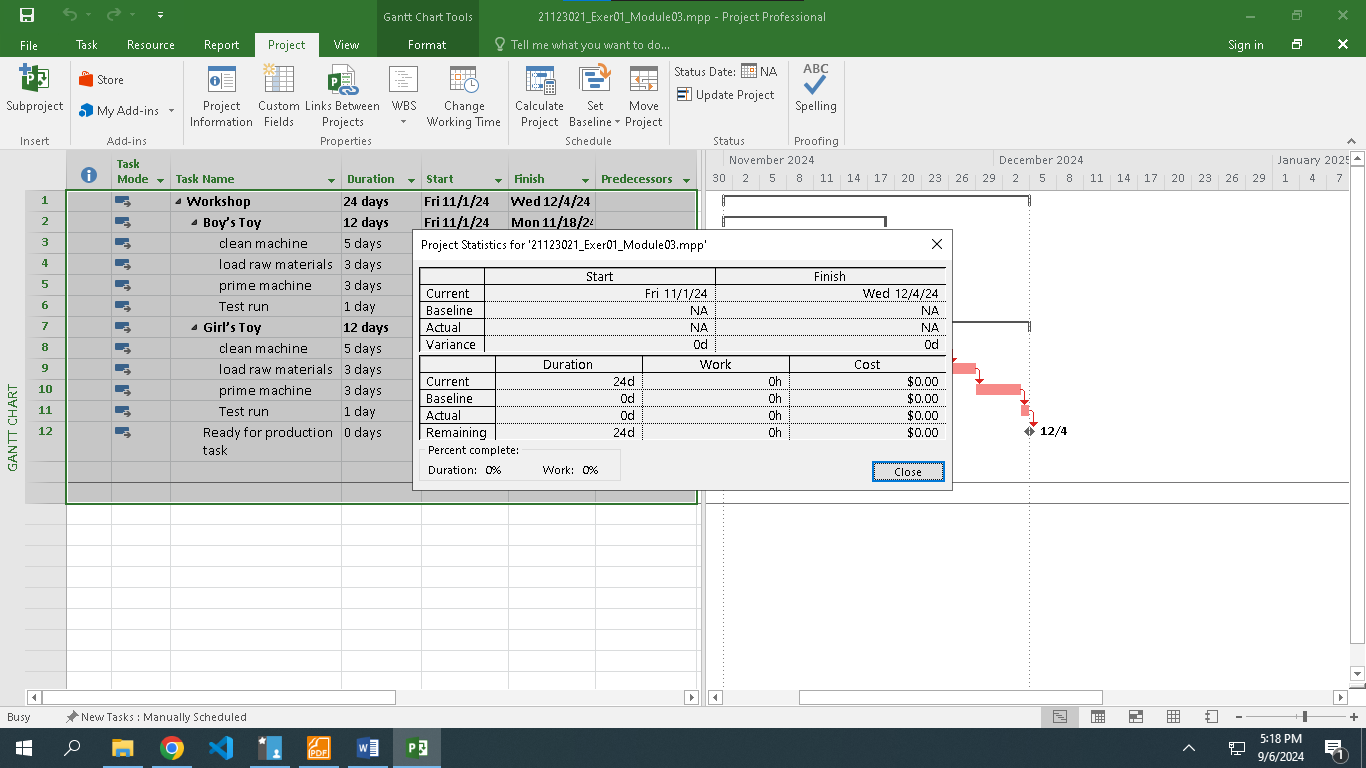
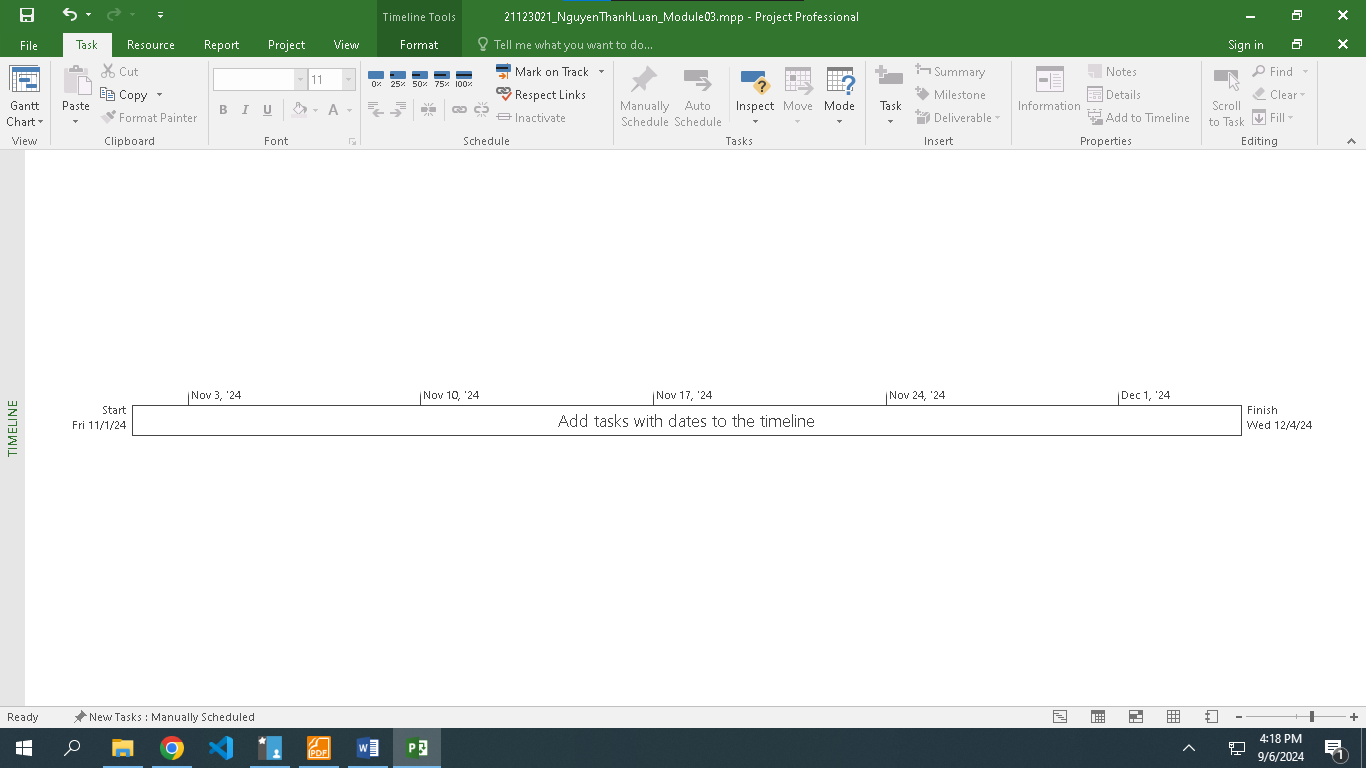
**MODULE 3: Working with Tasks**

**Exercise 1. Changing Working Time (Start Date 1/11/2024)**

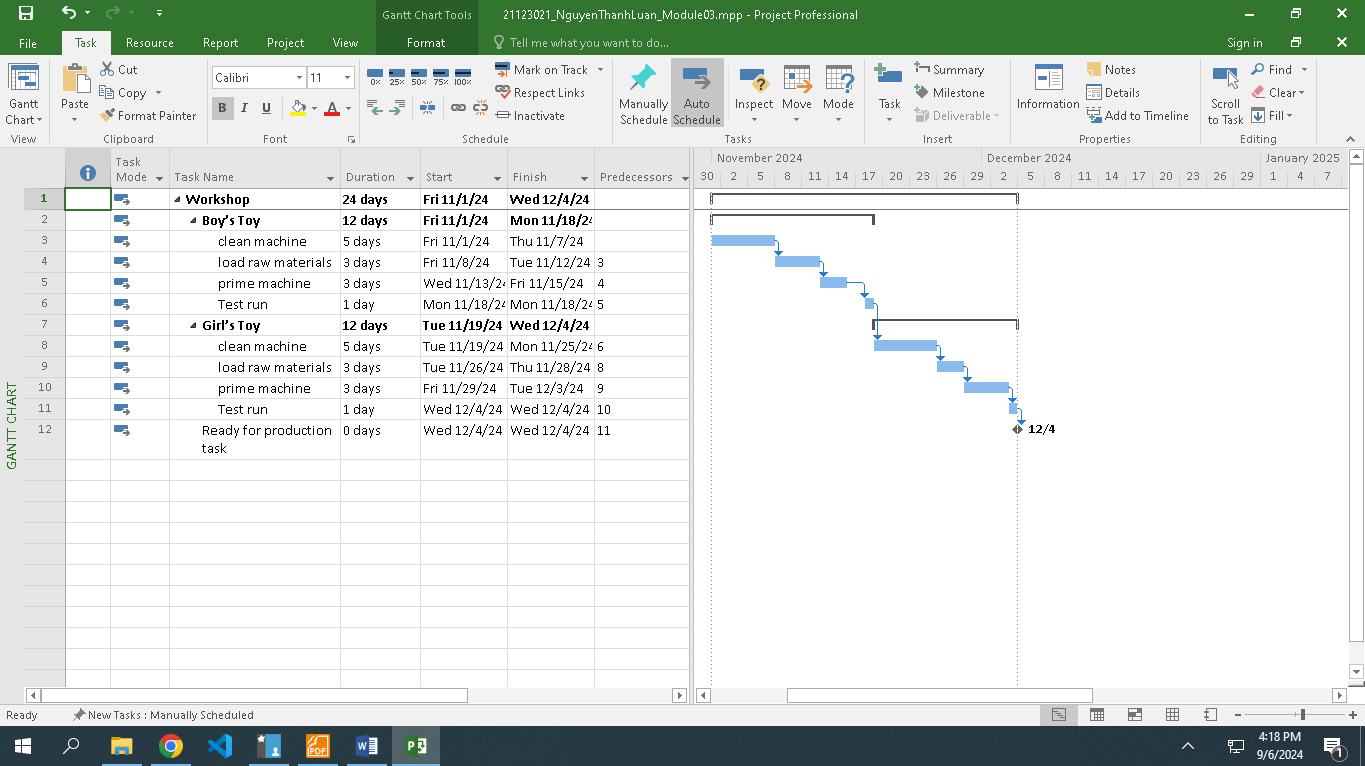
* **Display the Project Information.**

****

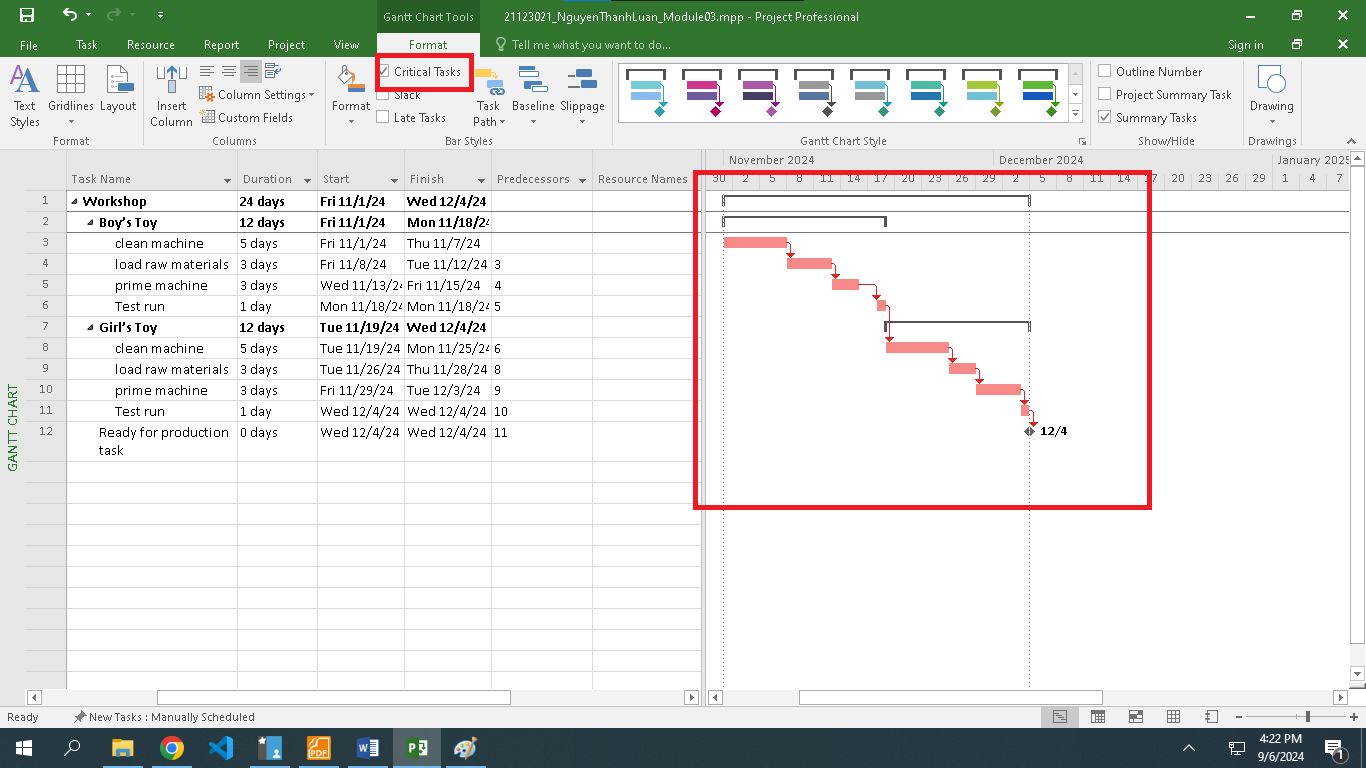
* View Project Timeline



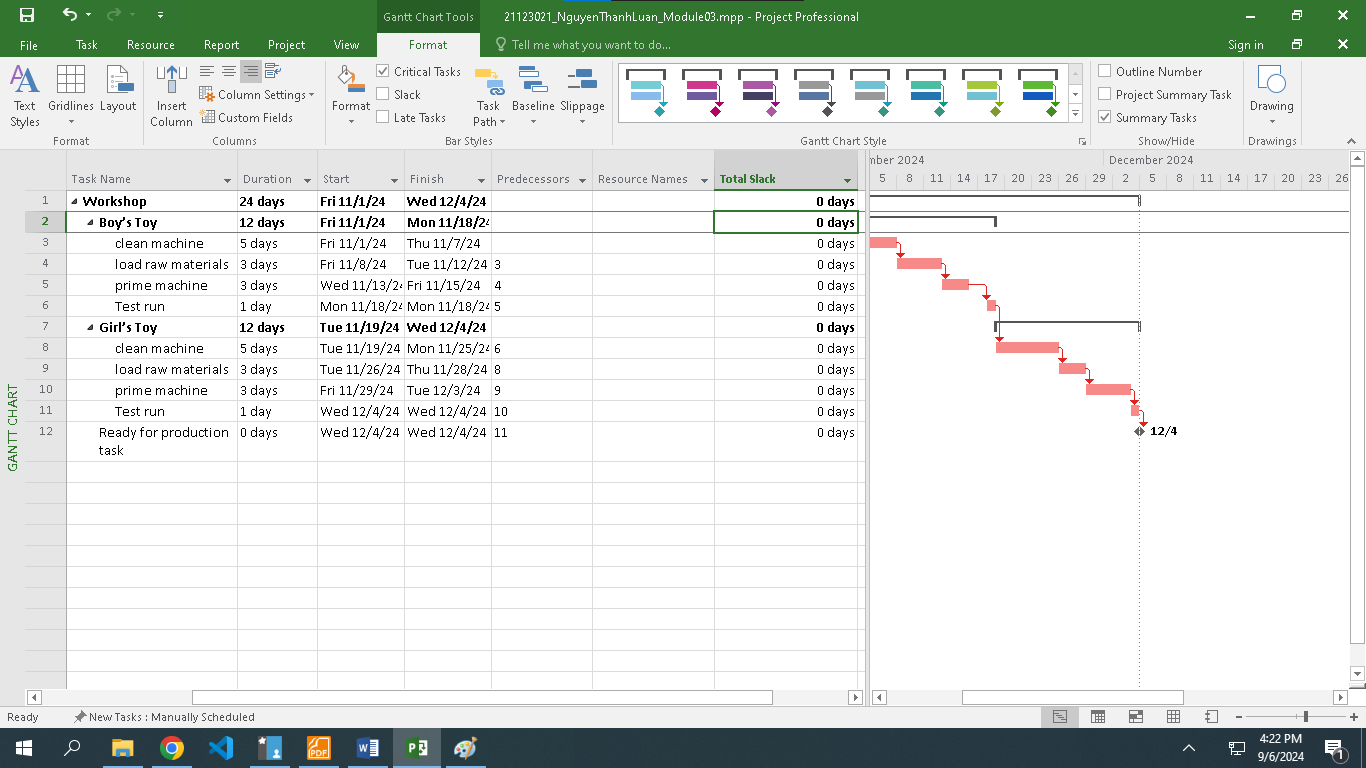
* Gantt Chart



* view CP

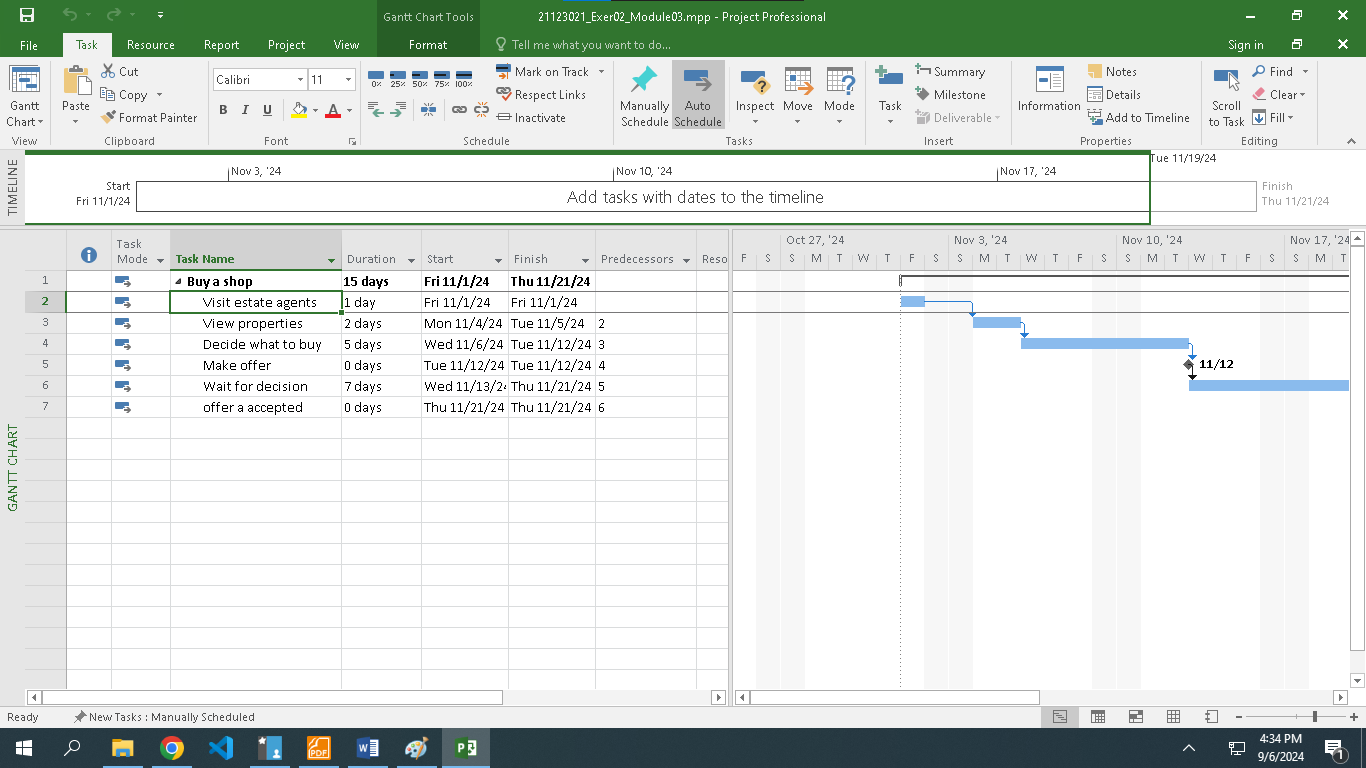


* Total Slack

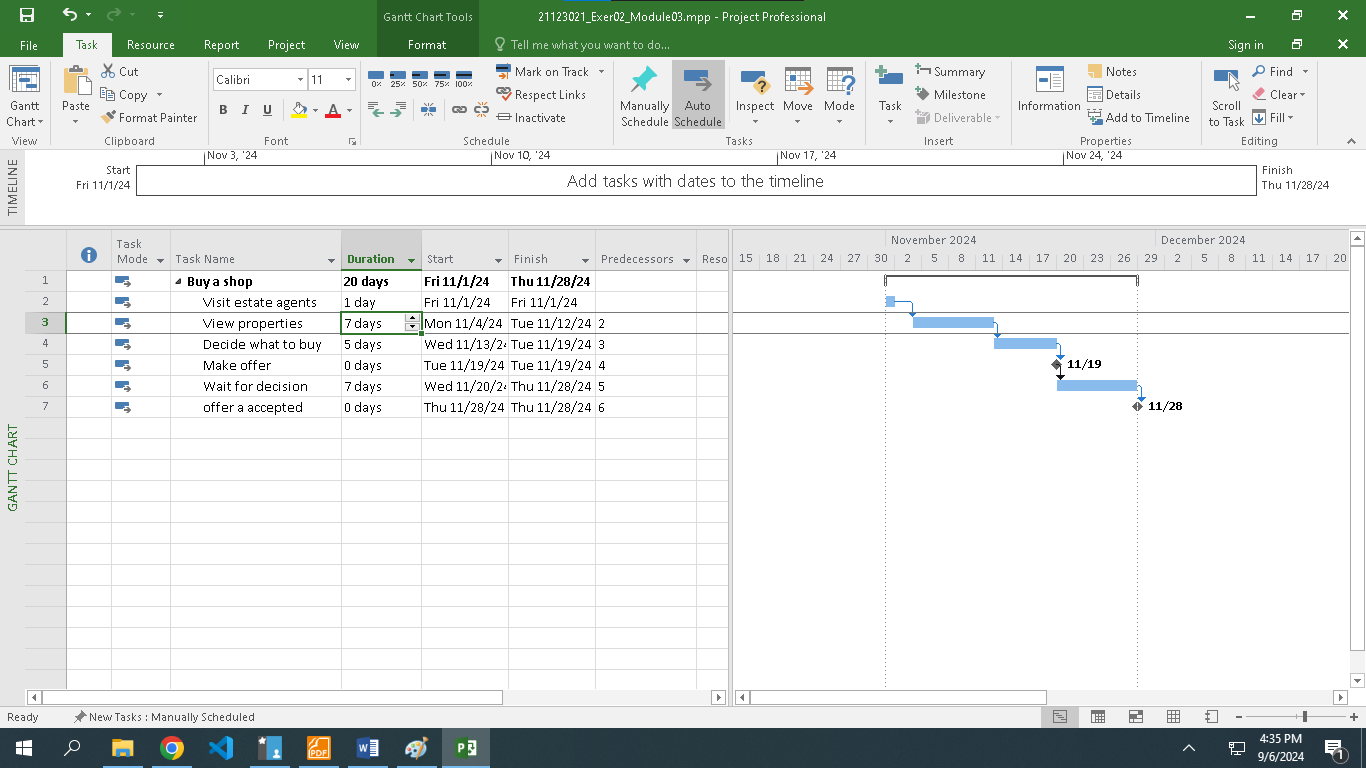


**Exercise 2. Changing Working Time (Start Date 1/11/2024)**

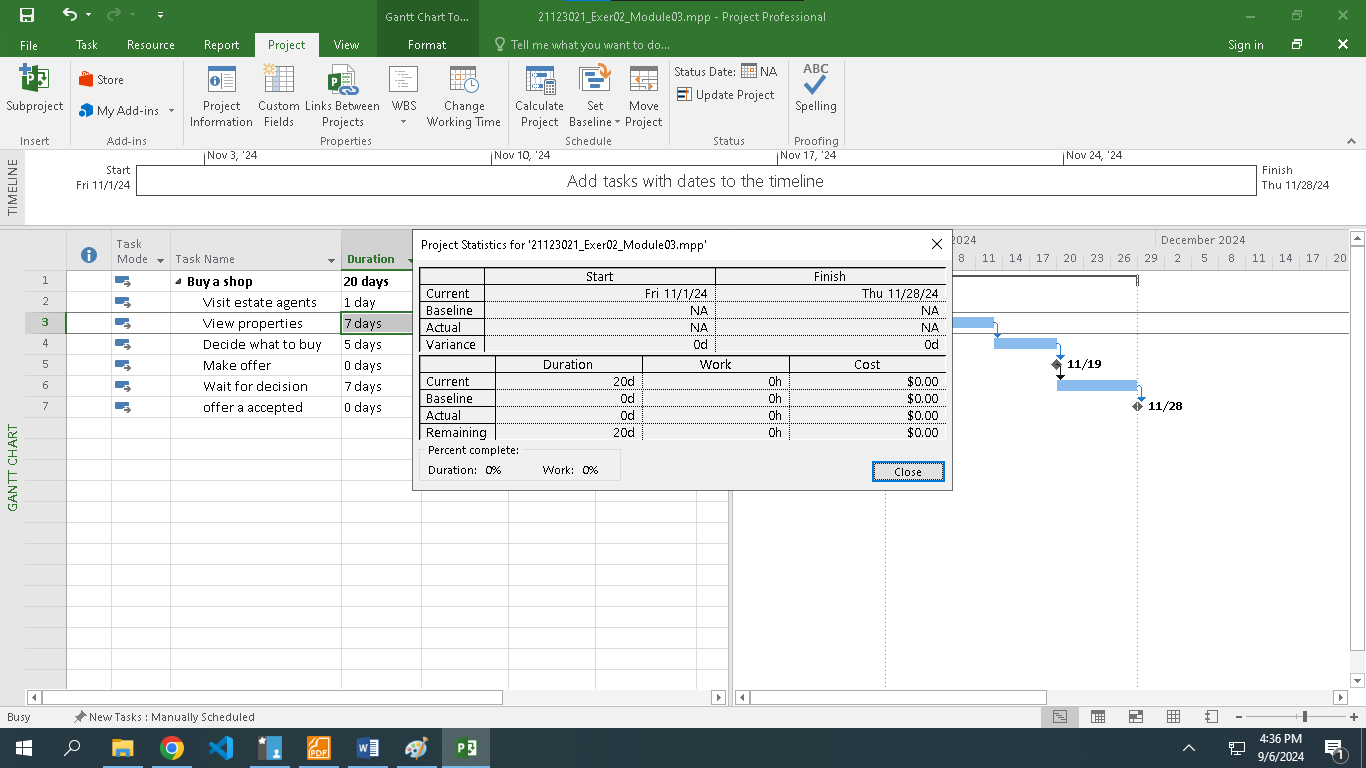
* Create the summary task is Buy a shop that contains all tasks in the project
* Establish the duration of Wait for a decision task is 7 days.



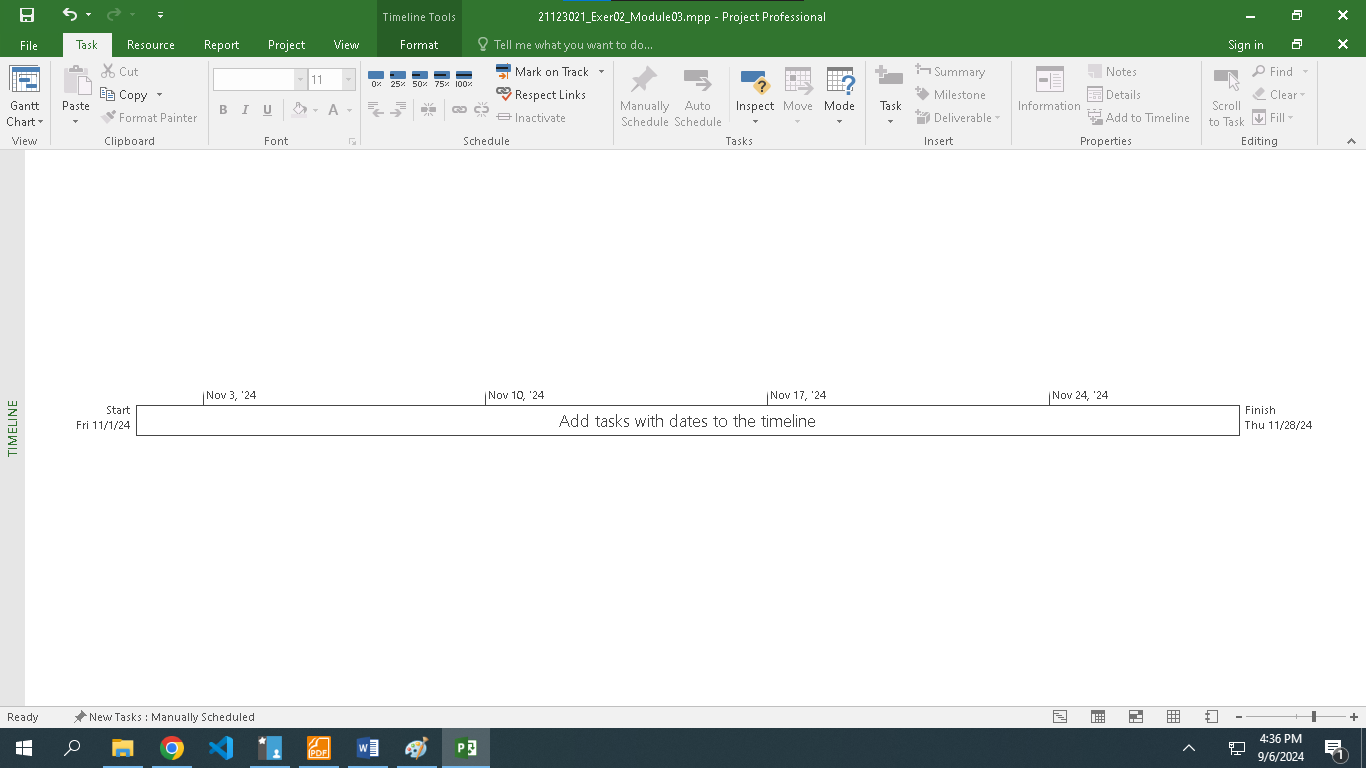
* Change the duration of View properties task to 7 days.



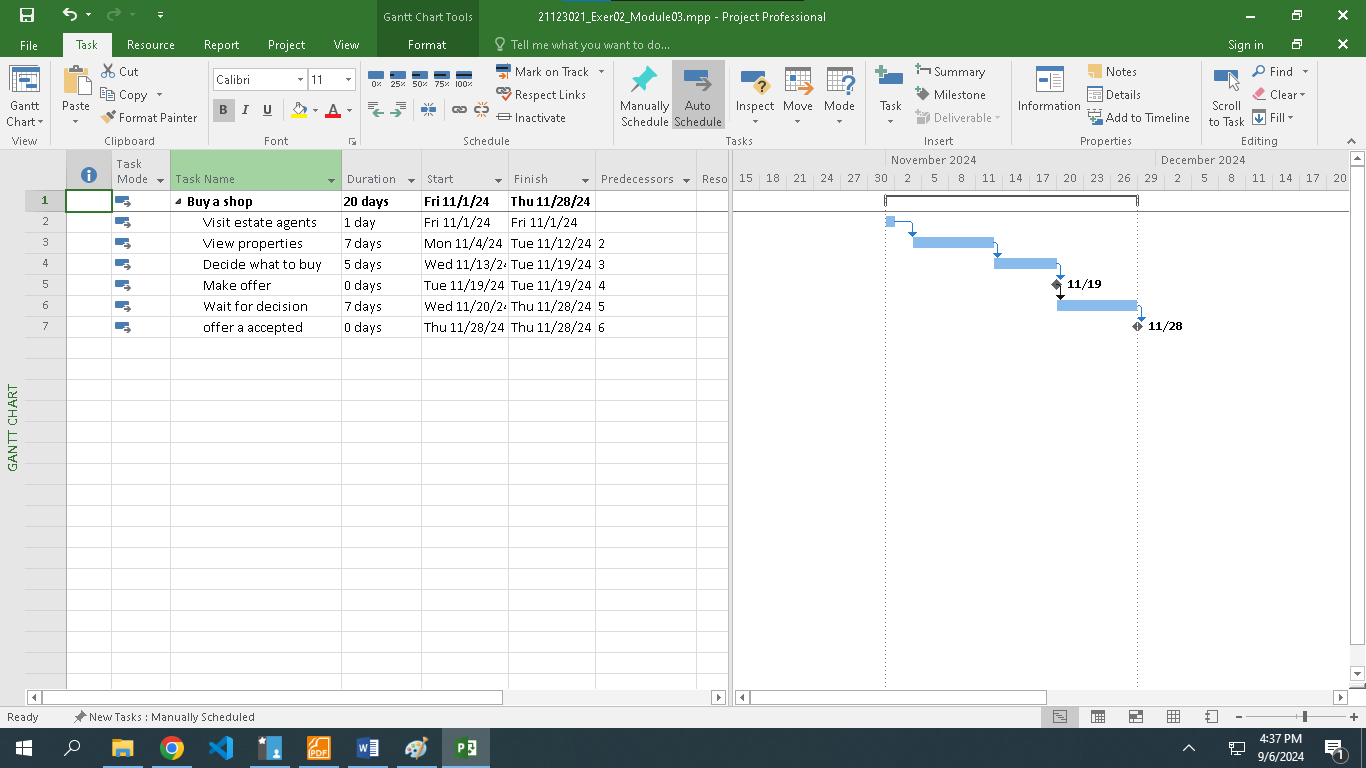
* **Display the Project Information.**



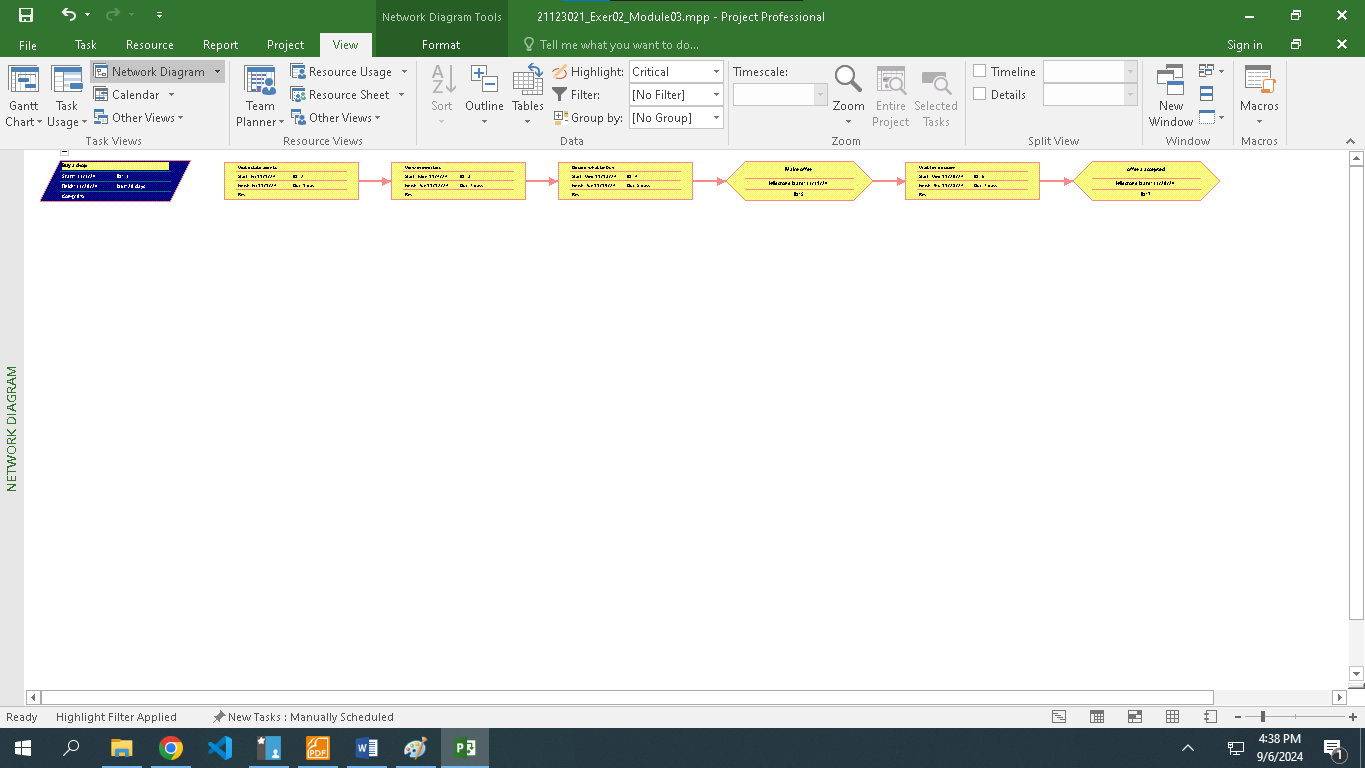
* View Project Timeline



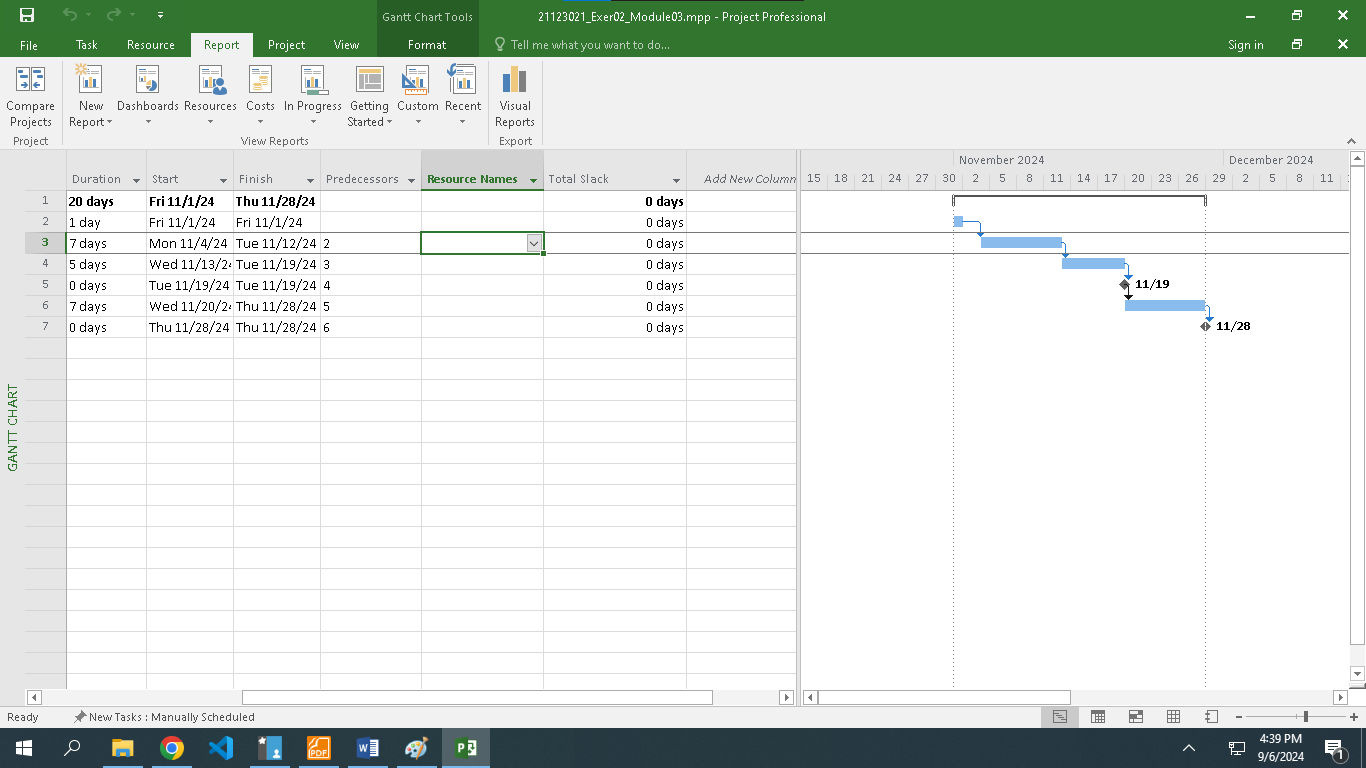
* Gantt Chart



* view CP

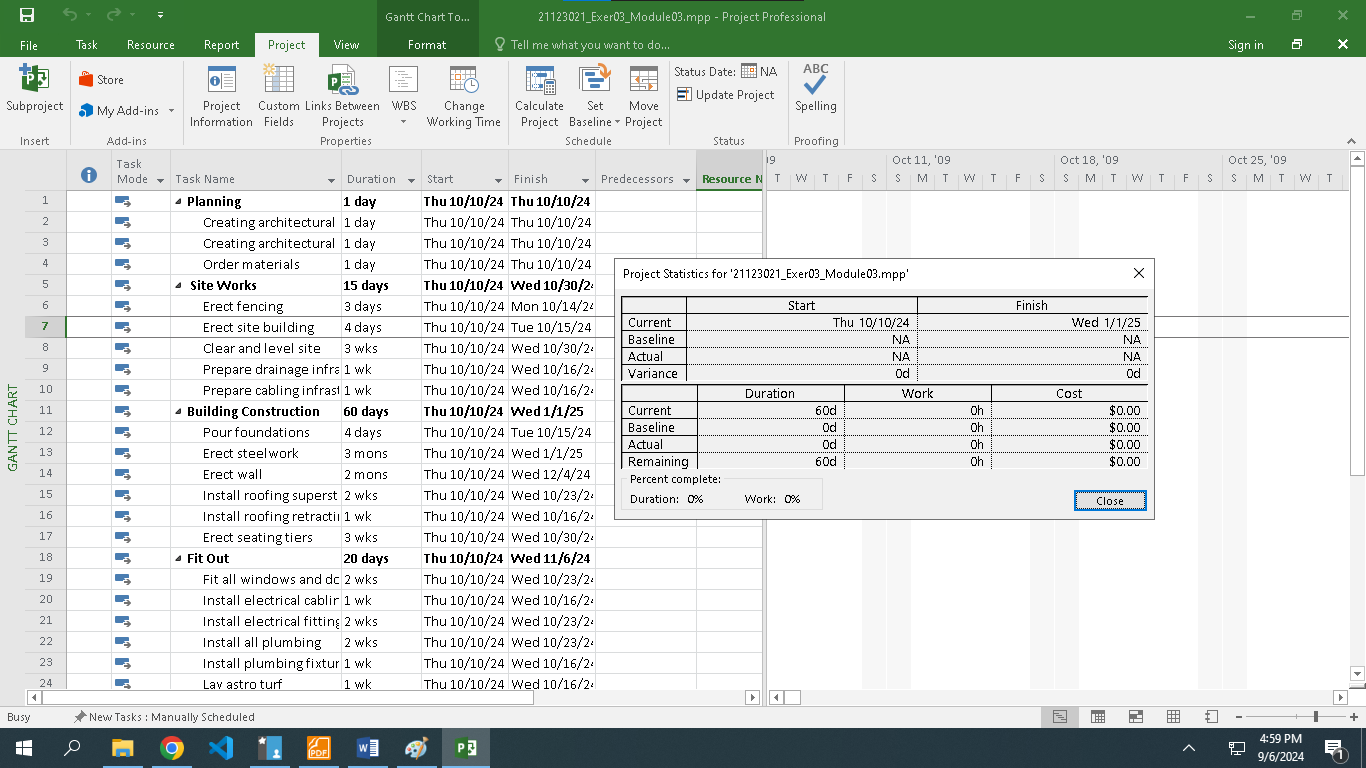


* Total Slack

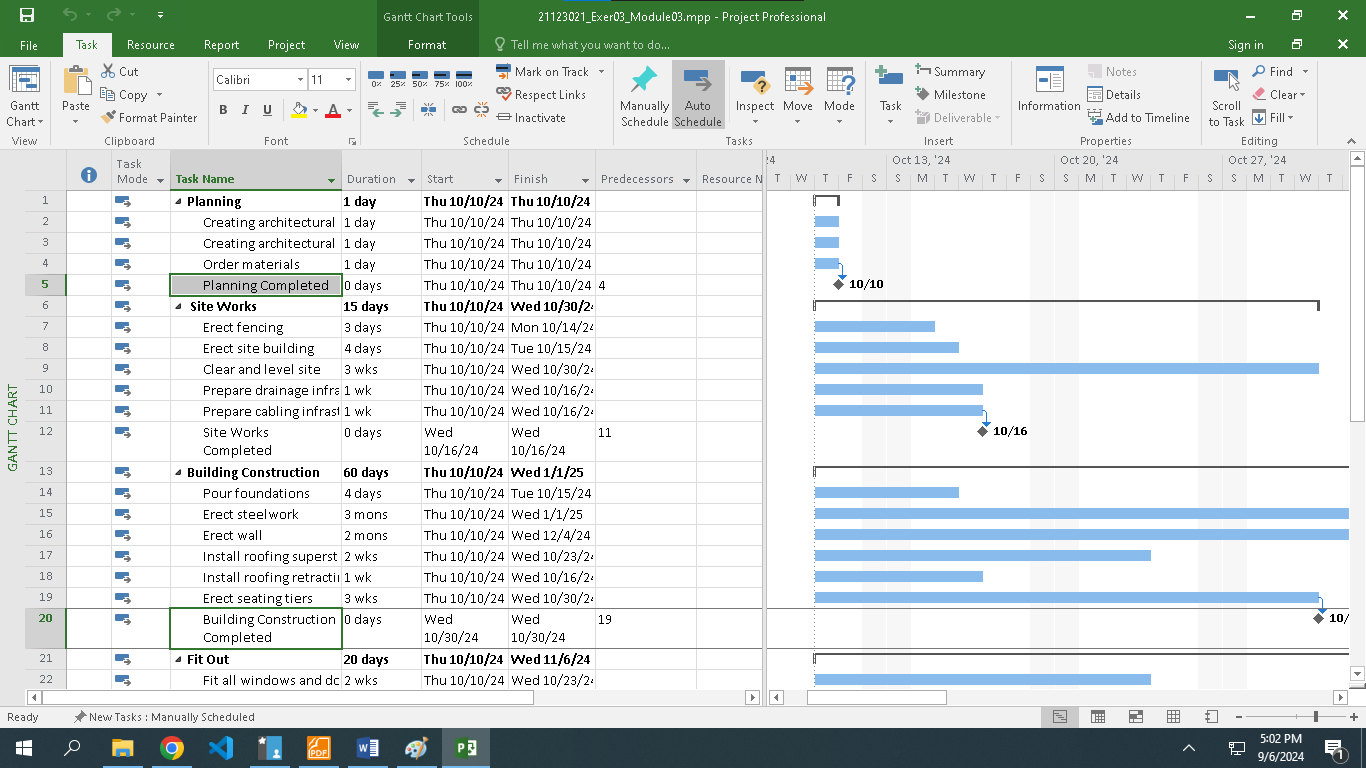


**Exercise 3. Scheduling – Task dependencies**

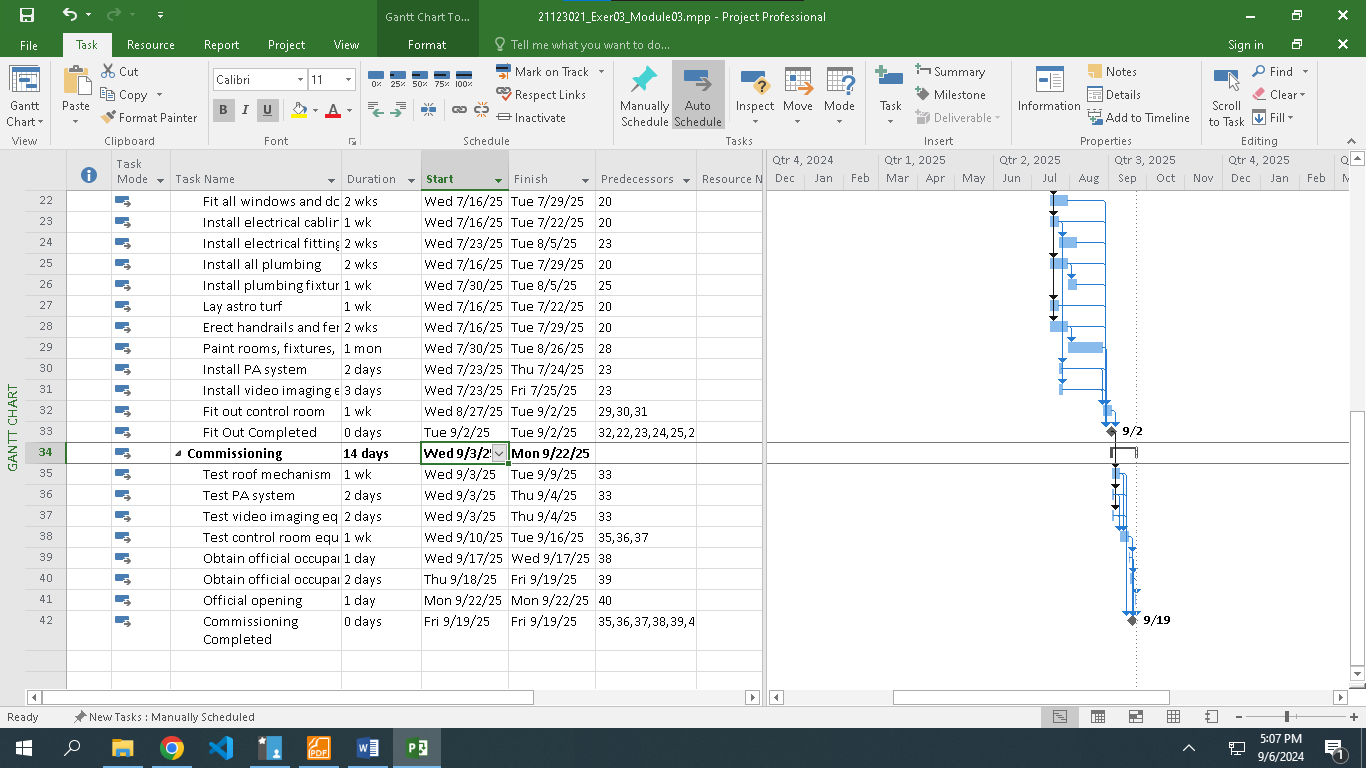
* Create the list of tasks to model this processing (Start date: 10/10/2024)
* Create the summary tasks for series tasks below



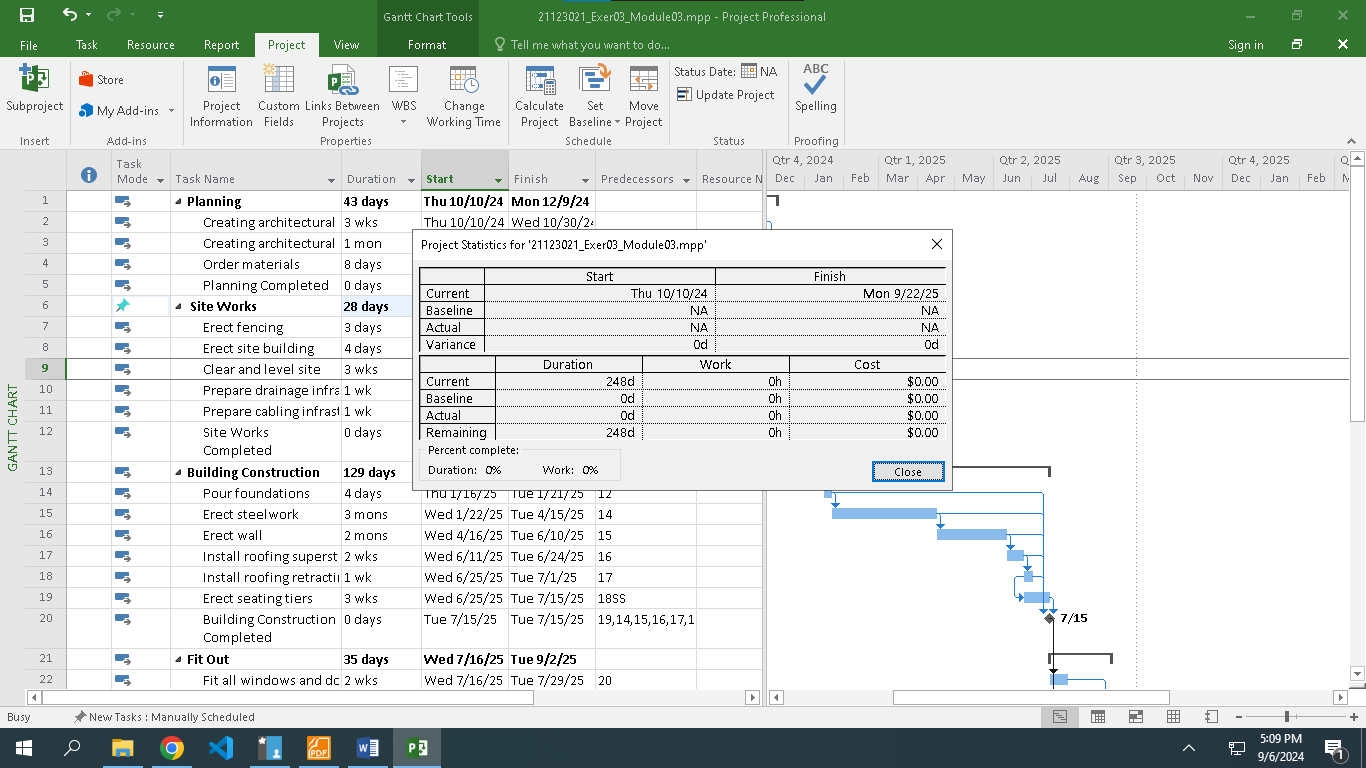
* Create the milestones for this project below:



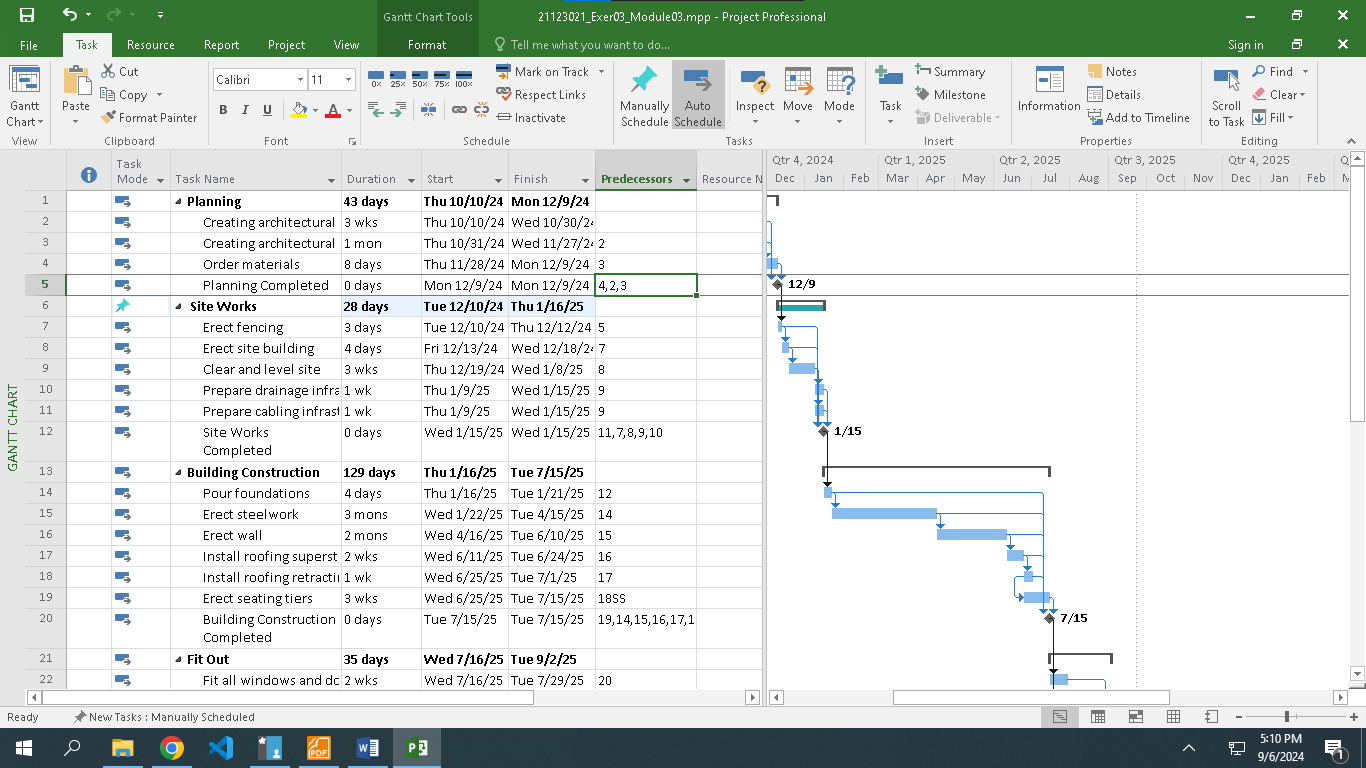
* Creating Dependencies in Task Entry

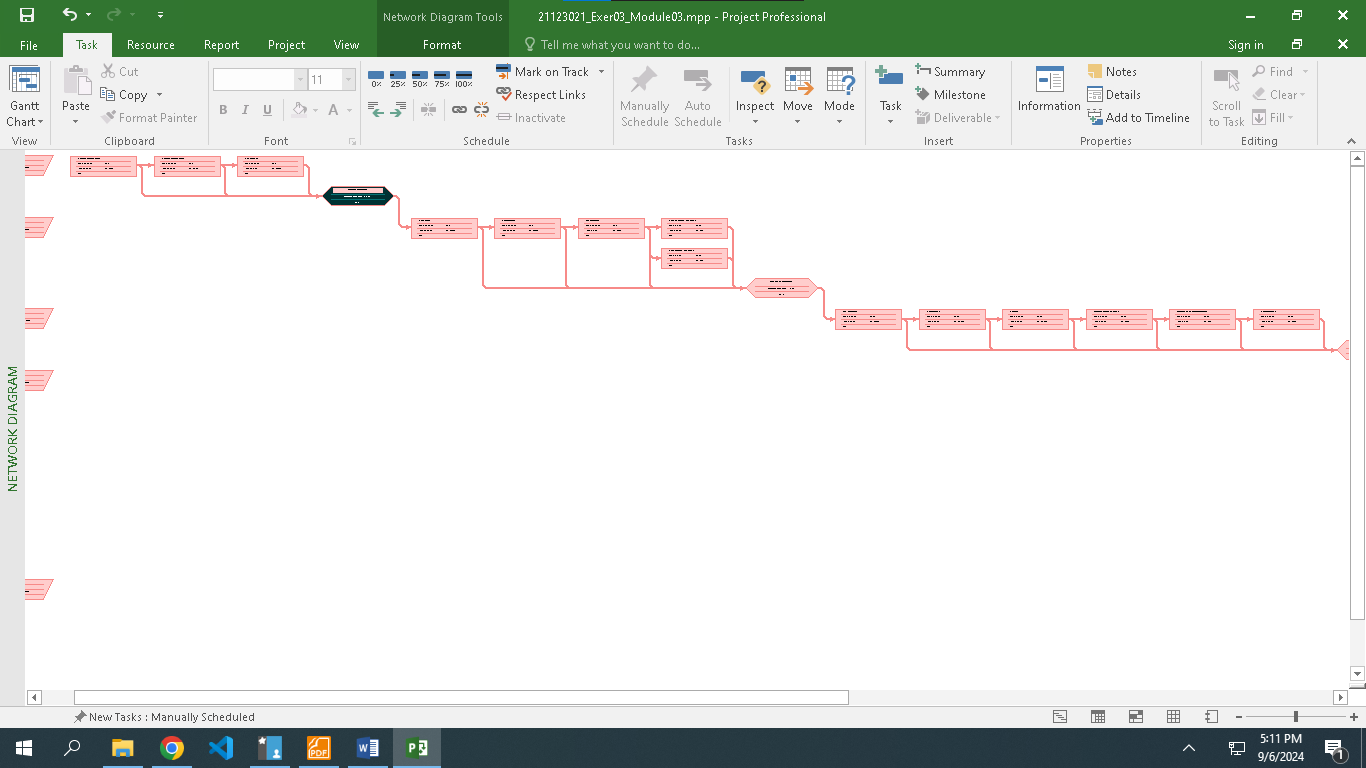


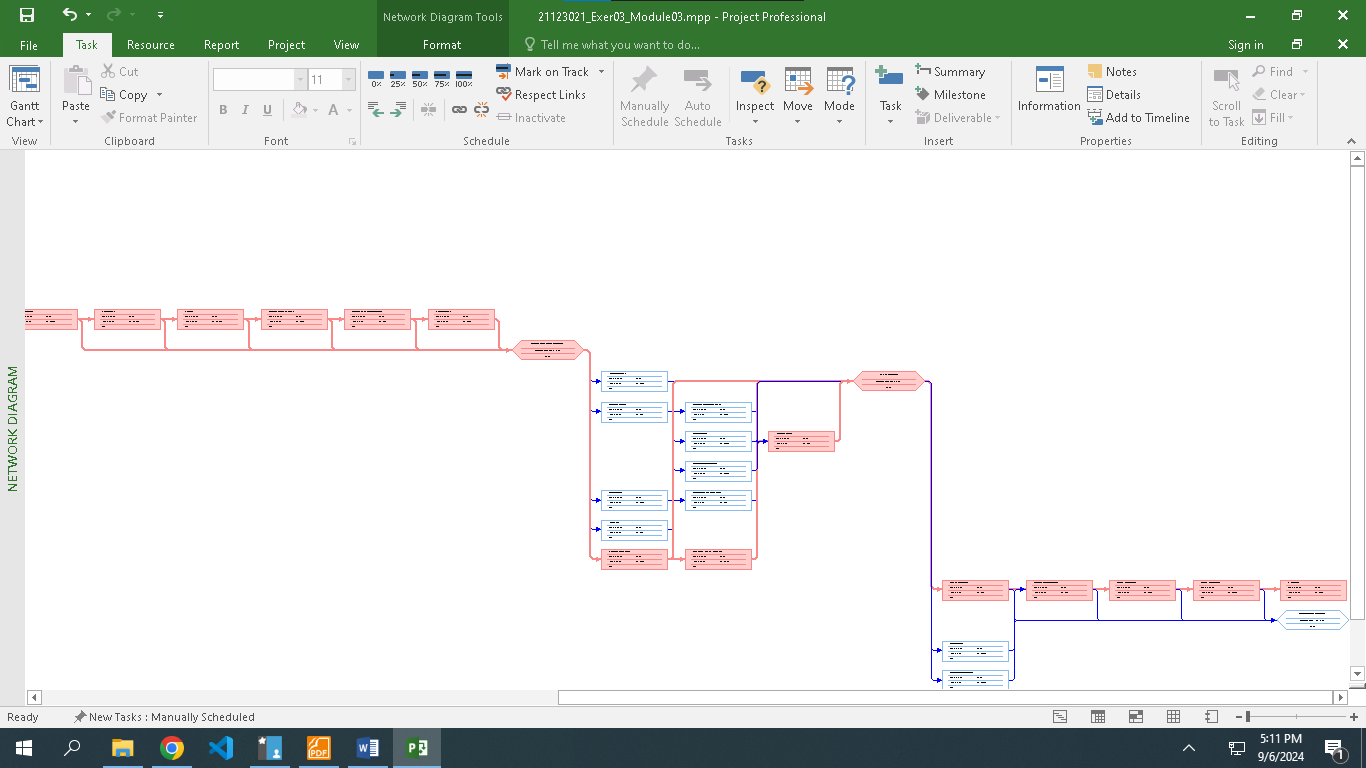
* ***Display the Project Information***

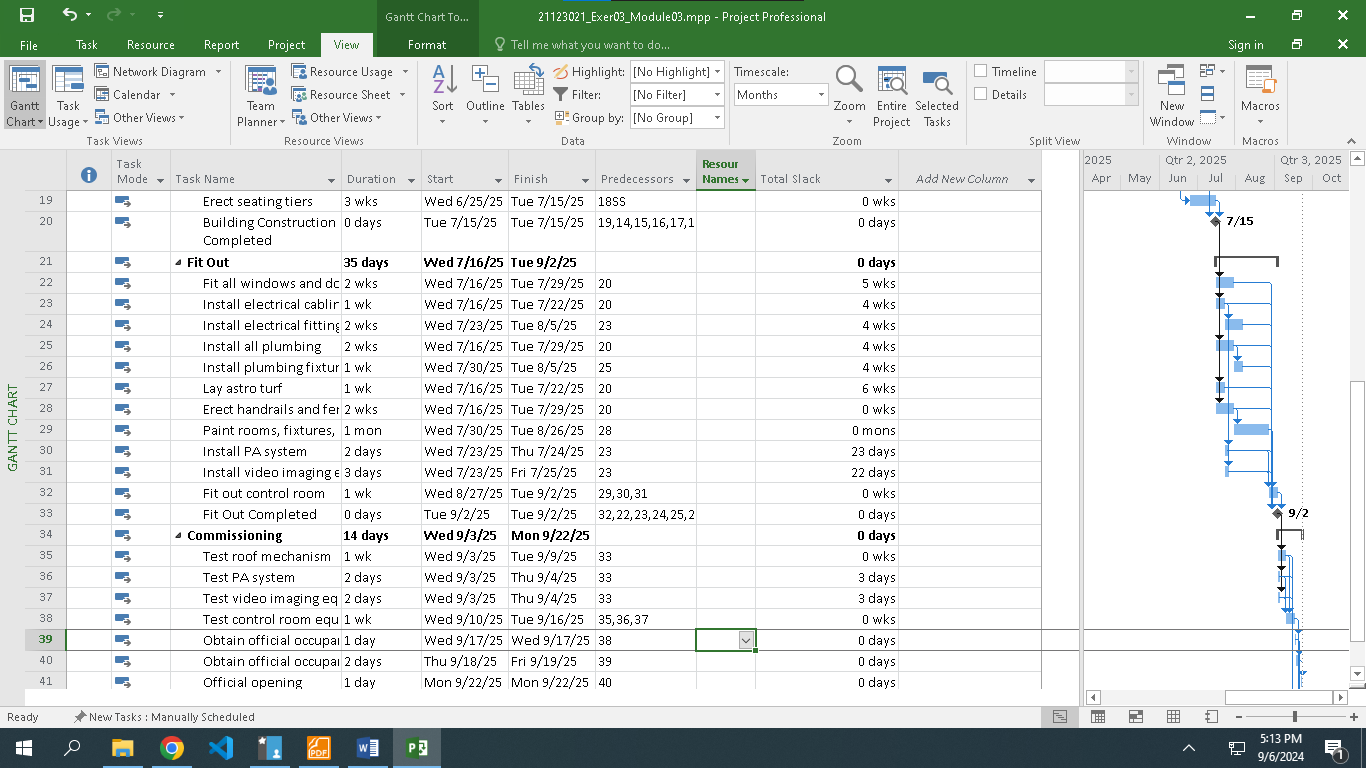


* View the project in Gantt Chart and define CP and Project Slack

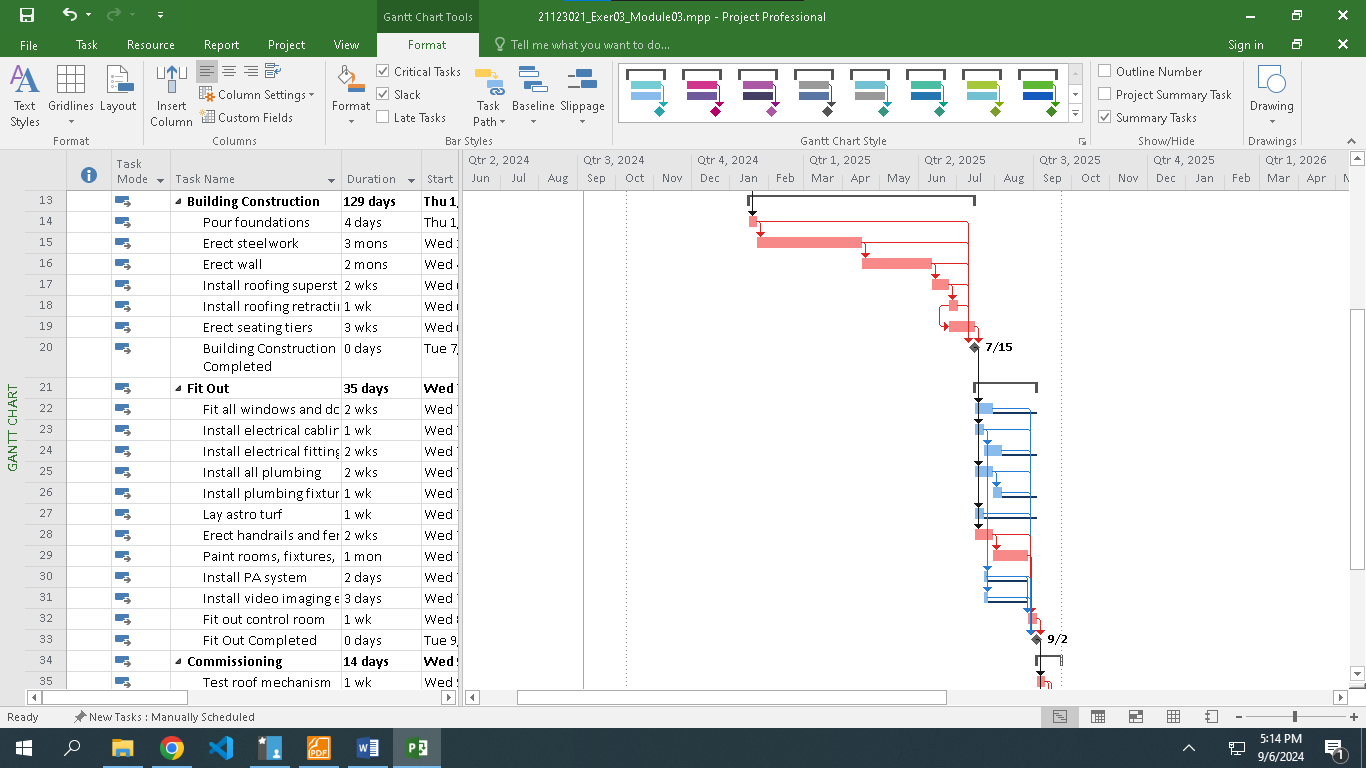








* Choose Gantt Chart Format tab → check on Critical Tasks in Bar Styles.



* On the table data Add column Late Start, Late Finish, Total Slack

