

MS Project Professional 2021

Tutorial #4 – Resource Pool

CS 587 – Software Project Management

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Illinois Institute of Technology




































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Resource pool project and Sharer project


































- **Resource pool project** - the project containing the resources that you want to share
- **Sharer project** - the project that will share resources from another project

Tasks for both projects

Resource pool project

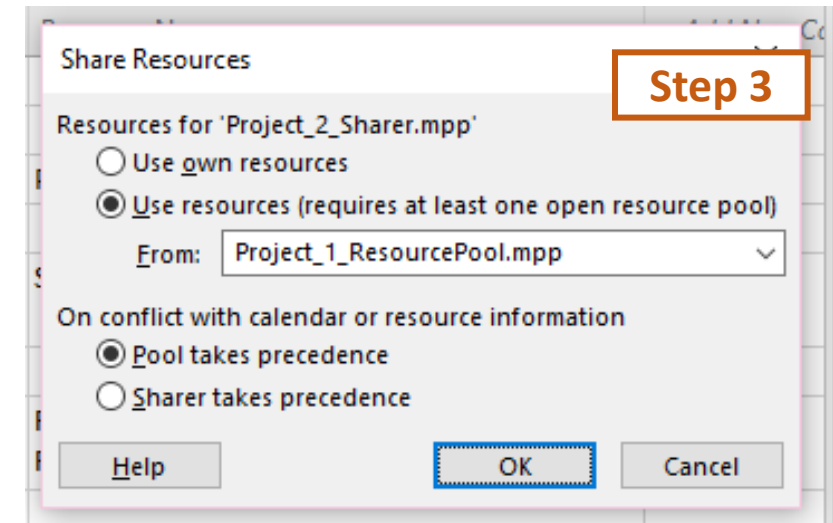
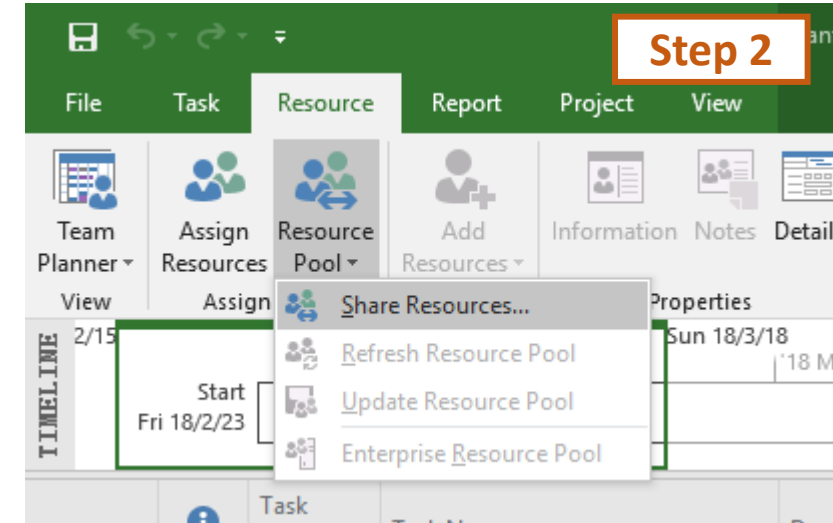
		Task Mode	Task Name	WBS	Duration	Start	Finish
1			Project1_ResourcePool	1	149 days	Fri 2/4/22	Wed 8/31/22
2			Project Plan	1.1	11 days	Fri 2/4/22	Fri 2/18/22
3			Write Plan	1.1.1	5 days	Fri 2/4/22	Thu 2/10/22
4			Review Plan	1.1.2	5 days	Fri 2/11/22	Thu 2/17/22
5			Preparation for review	1.1.2.1	3 days	Fri 2/11/22	Tue 2/15/22
6			Review Meeting	1.1.2.2	2 days	Wed 2/16/22	Thu 2/17/22
7			Rework	1.1.3	1 day	Fri 2/18/22	Fri 2/18/22
8			Risk Mitigation and Contingency Plan	1.2	8 days	Mon 2/21/22	Wed 3/2/22
9			Write Plan	1.2.1	2 days	Mon 2/21/22	Tue 2/22/22
10			Review Plan	1.2.2	5 days	Wed 2/23/22	Tue 3/1/22
11			Preparation for review	1.2.2.1	3 days	Wed 2/23/22	Fri 2/25/22
12			Review Meeting	1.2.2.2	2 days	Mon 2/28/22	Tue 3/1/22
13			Rework	1.2.3	1 day	Wed 3/2/22	Wed 3/2/22
14			Requirement	1.3	18 days	Thu 3/3/22	Mon 3/28/22
15			Write requirements	1.3.1	3 days	Thu 3/3/22	Mon 3/7/22
16			Write Use Case Model	1.3.2	2 days	Tue 3/8/22	Wed 3/9/22
17			Review Requirements/ Use Case Model	1.3.3	11 days	Thu 3/10/22	Thu 3/24/22
18			Preparation for review(Requirements)	1.3.3.1	3 days	Thu 3/10/22	Mon 3/14/22
19			Preparation for review(UseCases)	1.3.3.2	4 days	Tue 3/15/22	Fri 3/18/22
20			Review Meeting(Requirements)	1.3.3.3	2 days	Mon 3/21/22	Tue 3/22/22
21			Review Meeting(UseCases)	1.3.3.4	2 days	Wed 3/23/22	Thu 3/24/22
22			Rework	1.3.4	2 days	Fri 3/25/22	Mon 3/28/22
23			Analysis	1.4	13 days	Tue 3/29/22	Thu 4/14/22
24			Write Analysis Document	1.4.1	1 day	Tue 3/29/22	Tue 3/29/22
25			Review Analysis Document	1.4.2	7 days	Wed 3/30/22	Thu 4/7/22
26			Preparation for Analysis Document	1.4.2.1	3 days	Wed 3/30/22	Fri 4/1/22
27			Review Meeting	1.4.2.2	4 days	Mon 4/4/22	Thu 4/7/22
28			Rework	1.4.3	5 days	Fri 4/8/22	Thu 4/14/22
29			Design	1.5	24 days	Fri 4/15/22	Wed 5/18/22
30			Write DD	1.5.1	3 days	Fri 4/15/22	Tue 4/19/22
31			Review DD	1.5.2	4 days	Wed 4/20/22	Mon 4/25/22
32			Preparation for DD	1.5.2.1	3 days	Wed 4/20/22	Fri 4/22/22

Sharer project

		Task Mode	Task Name	WBS	Duration	Start	Finish
1			Project2_Sharer	1	174 days?	Fri 2/4/22	Wed 10/5/22
2			Project Plan	1.1	10 days	Fri 2/4/22	Thu 2/17/22
3			Write Plan	1.1.1	3 days	Fri 2/4/22	Tue 2/8/22
4			Review Plan	1.1.2	5 days	Wed 2/9/22	Tue 2/15/22
5			Preparation for review	1.1.2.1	2 days	Wed 2/9/22	Thu 2/10/22
6			Review Meeting	1.1.2.2	3 days	Fri 2/11/22	Tue 2/15/22
7			Rework	1.1.3	2 days	Wed 2/16/22	Thu 2/17/22
8			Requirement	1.2	16 days	Fri 2/18/22	Fri 3/11/22
9			Write requirements	1.2.1	4 days	Fri 2/18/22	Wed 2/23/22
10			Review Requirements	1.2.2	9 days	Thu 2/24/22	Tue 3/8/22
11			Preparation for review	1.2.2.1	5 days	Thu 2/24/22	Wed 3/2/22
12			Review Meeting	1.2.2.2	4 days	Thu 3/3/22	Tue 3/8/22
13			Rework	1.2.3	3 days	Wed 3/9/22	Fri 3/11/22
14			Lab and Environment Setup	1.3	20 days	Mon 3/14/22	Fri 4/8/22
15			Hardware	1.3.1	13 days	Mon 3/14/22	Wed 3/30/22
16			Install Network Elements	1.3.1.1	7 days	Mon 3/14/22	Tue 3/22/22
17			Routers	1.3.1.1.1	3 days	Mon 3/14/22	Wed 3/16/22
18			Bridge	1.3.1.1.2	4 days	Thu 3/17/22	Tue 3/22/22
19			Install Server	1.3.1.2	3 days	Wed 3/23/22	Fri 3/25/22
20			Install Clients	1.3.1.3	3 days	Mon 3/28/22	Wed 3/30/22
21			Software	1.3.2	7 days	Thu 3/31/22	Fri 4/8/22
22			Install Development Tools	1.3.2.1	4 days	Thu 3/31/22	Tue 4/5/22
23			Install Testing Tools	1.3.2.2	3 days	Wed 4/6/22	Fri 4/8/22
24			Analysis/Design Document	1.4	12 days	Mon 4/11/22	Tue 4/26/22
25			Write DD	1.4.1	2 days	Mon 4/11/22	Tue 4/12/22
26			Review DD	1.4.2	7 days	Wed 4/13/22	Thu 4/21/22
27			Preparation for DD	1.4.2.1	3 days	Wed 4/13/22	Fri 4/15/22
28			Review Meeting	1.4.2.2	4 days	Mon 4/18/22	Thu 4/21/22
29			Rework	1.4.3	3 days	Fri 4/22/22	Tue 4/26/22
30			Data Model	1.5	11 days?	Wed 4/27/22	Wed 5/11/22
31			Create Data Model	1.5.1	1 day?	Wed 4/27/22	Wed 4/27/22
32			Review Data Model	1.5.2	7 days	Thu 4/28/22	Fri 5/6/22

Step to create a resource pool

- **Step 1**: Click the sharer project, remember to have the resource pool project also open
- **Step 2**: On the Resource Tab, click **Resource Pool**, and then click **Share Resources**
- **Step 3**: Specify the **resources** and **precedence** in the pop-up window, and then click OK.
- If your project already had resources entered, the resources from both the projects are combined



Handle conflicts

Pool takes precedence

- Resource information in the resource pool project to override any conflicting information from the sharer project (default)
- For example, if the resource named Karen Berg has maximum units of 100% in the sharer project, and 75% in the resource pool project. If the pool takes precedence, then the value of 75% is retained as the maximum units for Karen Berg.

Sharer takes precedence

- Resource information in the sharer project to override any conflicting information from the resource pool project
- For example, if Karen Berg has a standard rate of \$50 in the sharer project, and a standard rate of \$45 in the resource pool project. If sharer takes precedence, the value of \$50 is retained as the standard rate for Karen Berg

Tasks for both projects

Resource pool project

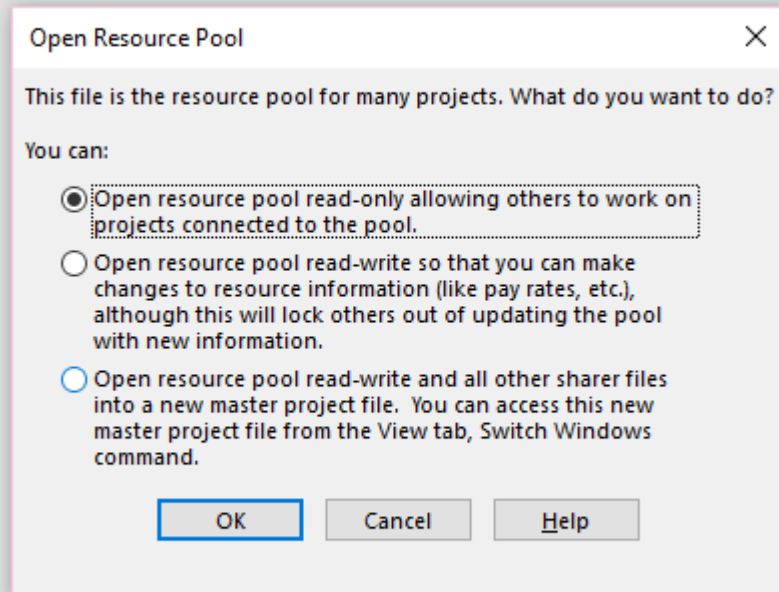
Project_1_ResourcePool.mpp - Project Professional												
Resource Sheet Tools												
File Task Resource Report Project View Format Tell me what you want to do												
Team Planner View Assign Resources Add Resources Information Notes Details Level Selection Level Resource Level All Clear Leveling Leveling Options Next Overallocation												
18 Feb 25 18 Mar 11 18 Mar 25 18 Apr 8 18 Apr 22 18 May 6 18 May 20 18 Jun 3 18 Jun 17 18 Jul 1												
Start Fri 18/2/23 Project_1_ResourcePool Fri 18/2/23 - Thu 18/10/18												
TIMELINE												
RESOURCE SHEET	1	Resource Name	Type	Material	Initials	Group	Max.	Std. Rate	Ovt. Rate	Cost/Use	Accrue	Base Calendar
	2	Requirement Engineer11	Work		RE11		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard
	3	Requirement Engineer21	Work		RE21		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard
	4	Programmer12	Work		P12		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard
	5	Tester2	Work		T2		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard
	6	Project Manager 2	Work		P2		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard
	7	Requirement Engineer 9	Work		RE9		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard
	8	Requirement Engineer 12	Work		RE12		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard
	9	Requirement Engineer 13	Work		RE13		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard
	10	System Engineer 8	Work		SE8		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard
	11	System Engineer 9	Work		SE9		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard
	12	System Engineer 11	Work		SE11		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard
	13	Programmer23	Work		P23		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard
	14	Programmer24	Work		P24		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard
	15	Test Engineer 54	Work		TE54		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard
	16	Test Engineer 55	Work		TE55		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard
	17	Test Engineer 56	Work		TE56		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard
	18	Test Engineer 53	Work		TE53		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard
	19	Documentation Engineer 12	Work		DE12		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard
	20	Requirement Engineer1	Work		RE1		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard
	21	Programmer 24	Work		P24		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard
	22	Programmer 25	Work		P25		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard
	23	System Engineer 1	Work		SE1		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard
	24	System Engineer 3	Work		SE3		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard
	25	System Engineer 4	Work		SE4		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard
	26	Programmer/Software Engineer	Work		P23		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard
	27	Programmer/Software Engineer	Work		P24		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard
	28	Project Manager 3	Work		P3		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard

Sharer project

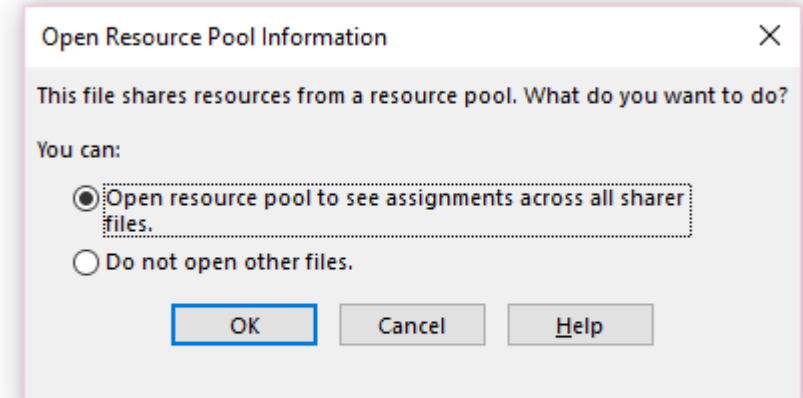
Project_2_Sharer.mpp - Project Professional												
Resource Sheet Tools												
File Task Resource Report Project View Format Tell me what you want to do												
Team Planner View Assign Resources Add Resources Information Notes Details Level Selection Level Resource Level All Clear Leveling Leveling Options Next Overallocation												
18 Feb 25 18 Mar 11 18 Mar 25 18 Apr 8 18 Apr 22 18 May 6 18 May 20 18 Jun 3 18 Jun 17												
Start Fri 18/2/23 Add tasks with dates to the timeline												
TIMELINE												
RESOURCE SHEET	1	Resource Name	Type	Material	Initials	Group	Max.	Std. Rate	Ovt. Rate	Cost/Use	Accrue	Base Calendar
	2	Requirement Engineer11	Work		RE11		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard
	3	Requirement Engineer21	Work		RE21		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard
	4	Programmer12	Work		P12		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard
	5	Tester2	Work		T2		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard
	6	Project Manager 2	Work		P2		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard
	7	Requirement Engineer 9	Work		RE9		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard
	8	Requirement Engineer 12	Work		RE12		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard
	9	Requirement Engineer 13	Work		RE13		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard
	10	System Engineer 8	Work		SE8		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard
	11	System Engineer 9	Work		SE9		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard
	12	System Engineer 11	Work		SE11		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard
	13	Programmer23	Work		P23		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard
	14	Programmer24	Work		P24		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard
	15	Test Engineer 54	Work		TE54		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard
	16	Test Engineer 55	Work		TE55		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard
	17	Test Engineer 56	Work		TE56		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard
	18	Test Engineer 53	Work		TE53		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard
	19	Documentation Engineer 12	Work		DE12		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard
	20	Requirement Engineer1	Work		RE1		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard
	21	Programmer 24	Work		P24		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard
	22	Programmer 25	Work		P25		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard
	23	System Engineer 1	Work		SE1		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard
	24	System Engineer 3	Work		SE3		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard
	25	System Engineer 4	Work		SE4		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard
	26	Programmer/Software Engineer	Work		P23		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard
	27	Programmer/Software Engineer	Work		P24		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard
	28	Project Manager 3	Work		P3		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard

Open the projects

Open the resource pool

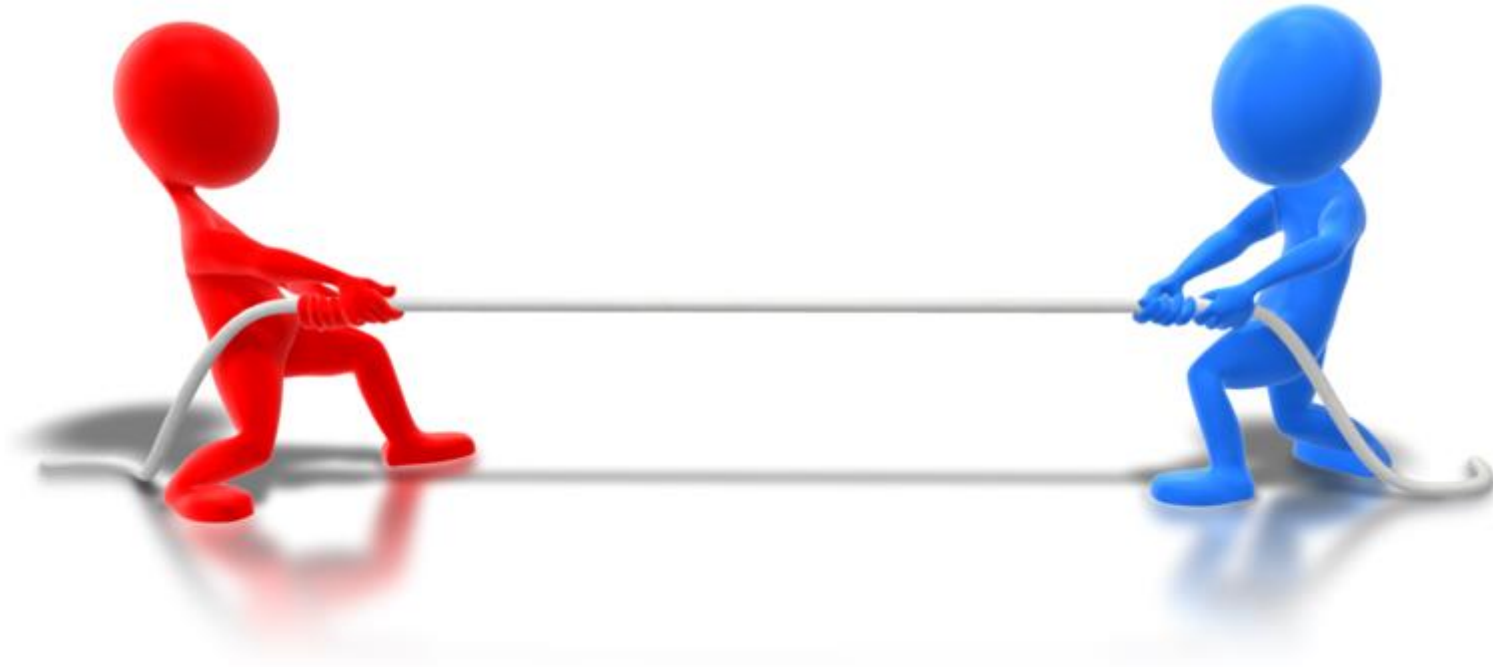


Open the sharer



Handle the conflicts

Conflicts can happen when two or more tasks are done in parallel, and the same resource is assigned to work on all the tasks simultaneously



Handle the conflicts

- View conflicts






Gantt Chart

		Task Mode	Task Name	WBS	Duration	Start	Finish	Predecessors	Resource Names
1			Project1_ResourcePool	1	149 days	Fri 2/4/22	Wed 8/31/22		
2			Project Plan	1.1	10.5 days	Fri 2/4/22	Fri 2/18/22		
3			Write Plan	1.1.1	5 days	Fri 2/4/22	Thu 2/10/22		PM1,PM2
4			Review Plan	1.1.2	5 days	Fri 2/11/22	Thu 2/17/22	3	
5			Preparation for review	1.1.2.1	3 days	Fri 2/11/22	Tue 2/15/22	3	DE1,PE1,RE1,SE2,TE1
6			Review Meeting	1.1.2.2	2 days	Wed 2/16/22	Thu 2/17/22	5	DE1,PE1,RE1,SE2,TE1,PM1
7			Rework	1.1.3	0.5 days	Fri 2/18/22	Fri 2/18/22	6	PM1,PM2
8			Risk Mitigation and Contingency Plan	1.2	6.5 days	Fri 2/18/22	Mon 2/28/22	7	
9			Write Plan	1.2.1	1 day	Fri 2/18/22	Mon 2/21/22	7	PM1,PM2
10			Review Plan	1.2.2	5 days	Mon 2/21/22	Mon 2/28/22	9	
11			Preparation for review	1.2.2.1	3 days	Mon 2/21/22	Thu 2/24/22	9	DE1,PE1,RE1,SE2,TE1
12			Review Meeting	1.2.2.2	2 days	Thu 2/24/22	Mon 2/28/22	11	DE1,PE1,RE1,SE2,TE1,PM2
13			Rework	1.2.3	0.5 days	Mon 2/28/22	Mon 2/28/22	12	PM2,PM1
14			Requirement	1.3	13.67 days	Tue 3/1/22	Fri 3/18/22	13,7	
15			Write requirements	1.3.1	1 day	Tue 3/1/22	Wed 3/2/22	13,7	RE1,RE2,RE3
16			Write Use Case Model	1.3.2	0.83 days	Wed 3/2/22	Wed 3/2/22	15	RE1,RE2,RE3
17			Review Requirements/ Use Case Model	1.3.3	11 days	Thu 3/3/22	Thu 3/17/22	16	
18			Preparation for review(Requirements)	1.3.3.1	3 days	Thu 3/3/22	Mon 3/7/22	16	DE5 ,PE1,SE1,TE1
19			Preparation for review(UseCases)	1.3.3.2	4 days	Tue 3/8/22	Fri 3/11/22	18	DE5 ,PE1,SE1,TE1
20			Review Meeting(Requirements)	1.3.3.3	2 days	Mon 3/14/22	Tue 3/15/22	19	PE1,SE1,TE1,DE5 ,RE1
21			Review Meeting(UseCases)	1.3.3.4	2 days	Wed 3/16/22	Thu 3/17/22	20	PE1,SE1,TE1,DE5 ,RE2
22			Rework	1.3.4	0.67 days	Fri 3/18/22	Fri 3/18/22	21	RE1,RE2,RE3

View in Gantt Chart

Handle the conflicts

- View conflicts

		Resource Name	Type	Material	Initials	Group	Max.	Std. Rate	Ovt. Rate	Cost/Use	Accrue	Base Calendar	Code	Add New Column
1		PM1	Work		PM1		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard		
2		PM2	Work		PM2		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard		
3		RE1	Work		RE1		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard		
4		RE2	Work		RE2		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard		
5		RE3	Work		RE3		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard		
6		RE8	Work		RE8		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard		
7		RE9	Work		RE9		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard		
8		RE10	Work		RE10		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard		
9		RE13	Work		RE13		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard		
10		SE1	Work		SE1		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard		
11		SE2	Work		SE2		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard		
12		SE3	Work		SE3		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard		
13		SE4	Work		SE4		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard		
14		SE8	Work		SE8		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard		
15		SE9	Work		SE9		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard		
16		SE12	Work		SE12		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard		
17		PE1	Work		PE1		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard		
18		PE2	Work		PE2		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard		
19		PE3	Work		PE3		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard		
20		PE4	Work		PE4		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard		
21		PE22	Work		PE22		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard		
22		PE23	Work		PE23		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard		
23		PE24	Work		PE24		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard		
24		PE25	Work		PE25		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard		
25		PE26	Work		PE26		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard		
26		TE1	Work		TE1		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard		
27		TE2	Work		TE2		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard		
28		TE3	Work		TE3		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard		
29		TE4	Work		TE4		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard		
30		TE44	Work		TE44		100%	\$0.00/hr	\$0.00/hr	\$0.00	Prorated	Standard		

View in Resource Sheet

How to resolve conflicts ?

There are two ways to solve conflicts:

- **Strategy 1**

Allocate 50% (or any %) units of resource to one project and the remaining units to the other project

- **Strategy 2**

Assign 100% units of resource to both projects, but at different time slots



Note: The above strategies can be used for solving conflicts within the same project

Strategy 1

- **Step 1**: Select the task that has conflicts
- **Step 2**: Double click the resources
- **Step 3**: Change the percentage

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	Task Mode	Task Name	WBS	Duration	Start	Finish	Predecessors	Resource Names
1		Project1_ResourcePool	1	149 days	Fri 2/4/22	Wed 8/31/22		
2		Project Plan	1.1					
3		Write Plan	1.1.1					
4		Review Plan	1.1.2					
5		Preparation for review	1.1.2.1					
6		Review Meeting	1.1.2.2					
7		Rework	1.1.3					
8		Risk Mitigation and Contingency Plan	1.2					
9		Write Plan	1.2.1					
10		Review Plan	1.2.2					
11		Preparation for review	1.2.2.1					
12		Review Meeting	1.2.2.2					
13		Rework	1.2.3					
14		Requirement	1.3					
15		Write requirements	1.3.1					
16		Write Use Case Model	1.3.2					
17		Review Requirements/ Use Case Model	1.3.3					
18		Preparation for review(Requirements)	1.3.3.1					
19		Preparation for review(UseCases)	1.3.3.2					
20		Review Meeting(Requirements)	1.3.3.3					
21		Review Meeting(UseCases)	1.3.3.4					
22		Rework	1.3.4					

Resource Name	Assignment Owner	Units	Cost
DE1		50%	\$0.00
PE1		50%	\$0.00
RE1		200%	\$0.00
SE2		100%	\$0.00
TE1		100%	\$0.00

Strategy 2

- **Step 1:** Select the task that has a conflict
- **Step 2:** On the Resource Tab, click on “Level Resource”
- **Step 3:** Select the responsible resources
- **Step 4:** Click on “Level now”

	Task Mode	Task Name	WBS	Duration	Start	Finish	Predecessors	Resource Names
1		Project_1_ResourcePool	1	149 days	Fri 2/4/22	Wed 8/31/22		
2		Project Plan	1.1	10.5 days	Fri 2/4/22	Fri 2/18/22		
3		Write Plan	1.1.1	5 days	Fri 2/4/22	Thu 2/10/22		PM1,PM2
4		Review Plan	1.1.2	5 days	Fri 2/11/22	Thu 2/14/22		
5		Preparation for review	1.1.2.1	3 days	Fri 2/11/22	Tue 2/15/22		
6		Review Meeting	1.1.2.2	2 days	Wed 2/16/22	Thu 2/17/22		
7		Rework	1.1.3	0.5 days	Fri 2/18/22	Fri 2/18/22		
8		Risk Mitigation and Contingency Plan	1.2	6.5 days	Fri 2/18/22	Mon 2/21/22		
9		Write Plan	1.2.1	1 day	Fri 2/18/22	Mon 2/21/22		
10		Review Plan	1.2.2	5 days	Mon 2/21/22	Mon 2/28/22		
11		Preparation for review	1.2.2.1	3 days	Mon 2/21/22	Thu 2/24/22		
12		Review Meeting	1.2.2.2	2 days	Thu 2/24/22	Mon 2/28/22		
13		Rework	1.2.3	0.5 days	Mon 2/28/22	Mon 2/28/22		
14		Requirement	1.3	13.67 days	Tue 3/1/22	Fri 3/4/22		
15		Write requirements	1.3.1	1 day	Tue 3/1/22	Wed 3/2/22		
16		Write Use Case Model	1.3.2	0.83 days	Wed 3/2/22	Thu 3/3/22		
17		Review Requirements/ Use Case Model	1.3.3	11 days	Thu 3/3/22	Thu 3/10/22		
18		Preparation for review(Requirements)	1.3.3.1	3 days	Thu 3/3/22	Mon 3/7/22		
19		Preparation for review(UseCases)	1.3.3.2	4 days	Tue 3/8/22	Fri 3/11/22	18	DE5 ,PE1,SE1,TE1
20		Review Meeting(Requirements)	1.3.3.3	2 days	Mon 3/14/22	Tue 3/15/22	19	PE1,SE1,TE1,DE5 ,_RE1
21		Review Meeting(UseCases)	1.3.3.4	2 days	Wed 3/16/22	Thu 3/17/22	20	PE1,SE1,TE1,DE5 ,_RE2
22		Rework	1.3.4	0.67 days	Fri 3/18/22	Fri 3/18/22	21	RE1,RE2,RE3
23		Analysis	1.4	13 days	Fri 3/18/22	Wed 4/6/22	22	
24		Write Analysis Document	1.4.1	1 day	Fri 3/18/22	Mon 3/21/22	22	

Tools

Tell me what you want to do

Level Resource

Leveling Options

Clear Leveling

Next Overalllocation

Level

Level Resource

Level tasks for the selected resources.

Leveling resolves resource conflicts or overallocations by delaying or splitting tasks, based on the settings in the Leveling Options dialog box.

Fri 18/2/23	Wed 18/2/28		Project
Wed 18/2/28	Mon 18/3/5	3	

Note: The tasks in the project having precedence will start at the scheduled time. The tasks in the project **NOT** having precedence will be delayed until the resource is available to work on that task

Questions ?