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DEPARTMENT: COMPUTER SCIENCE.

LEVEL: HND2 EVENING

COURSE: PROJECT MANAGEMENT PRACTICAL.

1. **Discuss: create a new project from the scratch**

**ANSWER**

Step1: open project or select file (New).

Step 2: Select a template or blank Project.

Step 3: When you select a template or blank select Create, Change the resources, tasks and duration in the template.

1. **Create a new project based on existing project**

**ANSWER**

Step1: click file: New and open the project you want to use as the basis for the new project.

Step2: select from the list above or search the project sever for one.

Step3: choose the software development plan.

Step4: click on create.