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Project Quick Reference, Microsoft Project 2007 Cheat Sheet

Project 2003 – Planning a Task Schedule Quick Reference Guide. ... Microsoft Project 2007 – Implementing a Project Updating Task Costs As well as updating information about the actual dates and durations of your project tasks, you may also wish to keep a record of the actual costs. Once a task is 100% complete, you can ...

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Project 2007 Quick Reference Tutorial Microsoft® Key Terms The Project Interface Project In a business sense, a project is an undertaking that will accomplish a specific task, such as the launch of a new product, an office party, or writing a report. Project Management The art of aligning resources and schedules to accomplish all of

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Microsoft Project 2007 – Multiple Project Working and Sharing Creating a Resource Pool 1. Create a new, blank project file. 2. Switch to the Resource Sheet view. 3. Create the desired resources. 4. Save the resource pool as a project file. NB: To use a resource pool across multiple users, it must be saved to a shared network folder.

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Overview of Microsoft Office Project Standard 2007 and Office Project Professional 2007 Designed for workers with deadlines and deliverables, as well as project managers who work as individual contributors, Microsoft ® Office Project Standard 2007 gives you the solution to plan, manage, and communicate project information, resulting in increased

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Microsoft Project Logo. The guide is written in such a way that it does not matter whether you have Microsoft Office Project 2013, 2007, or Microsoft Project 2003, or any earlier version up to Project 98 installed on your computer. The limitations of the older versions, if any, and the new features of the newer versions will be dealt with, as ...

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