

Task mingus Collapsed, showing Notes Link,

Notes Link appears as soon as you add a note to a task.

Notes for "Complete Sign off"

Show Hidden Notes Show Authors

Complete Sign off

1: We will not be allowed on site at the client without a signed SOW in place at their legal department. It's some sort of liability issue. Legal has been made aware.

Duration:
Resource:
Schedule:

Update Update & Close

You can notes at the general task level or you can add more specific notes about the task's:

- Duration
- Resources
- Schedules

Click on the flag to display the Flag Menu. You can use this menu to change any of the fields to show any of the menu's parameters.

Est. Duration
Est. Start Date
Est. Finish Date
Assigned To
Effort to Date
% Complete
Real Start Date
Real Finish Date

Task mingus-Default appearance

Percent Complete Indicator

Status Indicator

Task Name

Show/Hide Arrow

Resource Button

Schedule Button

Priority Button

Collapse/Expand Button

Status Bar

Task Detail Flag

Est. Duration: 48 hours
Est. Start Date: 06/22/11
Est. Finish Date: ? Jun '11

Assigned To: Nicolas Steno
Real Start Date: 06/24/11
Effort to Date: 6:00

Priority Indicator, is displayed from Priority Button set by this menu:

Unknown
Critical
High
Medium
Low
Suggest Alternative

Task Schedule is displayed From Task Schedule Button.

Add to To Do list

Make Dependency

Name

Minimize

Duration

Track Time

Priority

Percent Complete

Status

Warnings

Add Note...

Notes...

Add SubTask Ctrl+T

Undo Delete

Cut

Copy

Copy Special...

Paste

Delete

Complete Sign off 48 h

To Do:

- 1) Book the large conf. room
- 2) Set up Webex
- 3) Review SOW
- 4) Get legal signa

Add new

Delete "Set up Webex"

Cancel To Do item "Set up Webex"

Undo Delete

Add Note to "Set up Webex"...

Show notes for "Set up Webex"...

Promote "Set up Webex" to Sub-Task

before "Set up Webex" after "Set up Webex" end of list

Task mingus-Showing To Do List:

- Invoke a new To Do item by right-clicking in the Task mingus and choosing Add to To Do List.
- Modify the To Do List by right-clicking in the To Do List to invoke its menu.

Resource List is displayed from Resource Button.

Assign Resource:

- Abu Ali Sina
- Gerolamo Cardano
- John Bird
- Nicolas Steno
- Peter Desega
- Rosalind Franklin
- tan-P EAST
- Tycho Brache

Click to Deassign

Task mingus-Showing:

- Task Detail Flag,
- Task Schedule Window,
- Resource List Window,

displaying both single setting parameters and range parameters.

Schedule for Complete Sign off

Show schedule for: Nicolas Steno

Jun 2011							Jul 2011							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	
				1	2	3	4					1	2	
5	6	7	8	9	10	11	3	4	5	6	7	8	9	
12	13	14	15	16	17	18	10	11	12	13	14	15	16	
19	20	21	22	23	24	25	17	18	19	20	21	22	23	
26	27	28	29	30			24	25	26	27	28	29	30	
													31	
Aug 2011							Sep 2011							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	
												1	2	3
7	8	9	10	11	12	13	4	5	6	7	8	9	10	
14	15	16	17	18	19	20	11	12	13	14	15	16	17	
21	22	23	24	25	26	27	18	19	20	21	22	23	24	
28	29	30	31				25	26	27	28	29	30		