

Lehnert Computer Services

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Question: There seems to be some tasks that if the work is 100% complete (remaining work = zero) and the duration is 100% complete (remaining duration = zero), the check mark in the indicator column does not show up. Why is this?

Answer: Here is one idea. If there is a material resource on the task, that resource needs to be marked as completed or used. I recommend marking them completed in either task usage or resource usage.

Here are the steps:

1. Go to task usage view
2. Find the task which has the material resource
3. On the right side, right click and add the field actual work
4. Then click on the material resource and the go to selected task button
5. When you find the "work" assigned to the material resource, mark in the actual work below the amount actually used of the resource. Zero out any reminding "work" if necessary.

Your task should be completed.

If you are on Project Server, the project manager will also have to update material resources to show the task to be 100% complete. Remember, material resources do not have the ability to mark themselves complete.