

Lehnert Computer Services

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Question: When I create a project I enter tasks, enter relationships and get a timeline. Then I assign resources and the schedule seems to change. What am I doing wrong?

Answer: You are doing nothing wrong. What you discovered was Resource-driven scheduling. Calendars are driving the scheduling – please see below:

- **The Project Calendar** – each project has a calendar which is applied to the project through Project → Project Information. This should be set up and in place before any tasks are added. As the tasks are added, the project will be scheduled based on this calendar.
- **The Resource Calendar** – each work resource will have their availability calendar. Once the resource is assigned to the task, this calendar is driving the project schedule. Each resource is unique because resources will all have different availability, vacations, time off, etc. The amount of work a resource can perform and task schedule is driven by the resource.
- **The Task Calendars** – These are calendars that can be applied to tasks and override both the Project Calendars and the Resource Calendars. Double click on a task → Advanced tab → enter a Task calendar – the resource calendars maybe ignored. Use this for scheduling weekend work or night work on specific tasks.

Suggestions:

1. Make sure that the project calendar is set up, the calendar options are set and the project calendar has been set in Project → Project Information BEFORE any tasks are entered into the project schedule.
2. When resources are created, apply the correct resource calendar to the resource.
3. Decide if effort-driven applies to the task or not.
4. Expect that the timeline for a project schedule without resources will double in length after the resources are applied.
5. Only the timeframes for fixed duration tasks will not change when a resource is assigned. Fixed Work and Fixed Unit tasks will be scheduled based on resource availability.

FORMATING NOTE: All Gantt views are pre-formatted to show only the Standard calendar. If you have created a different calendar you will not see the days off contained in that calendar. To correct this situation: for each Gantt View → right click in the Gantt bar viewing area → select Non-working time → on the right change the calendar you wish to view.