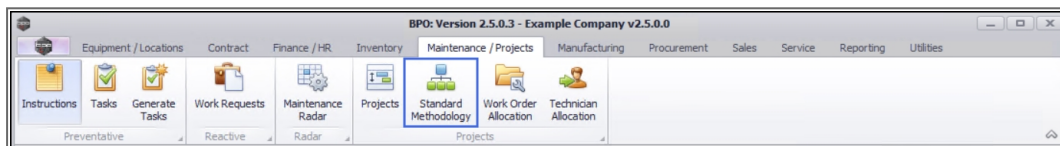


PROJECTS

STANDARD METHODOLOGY – REMOVE AN INSTRUCTION

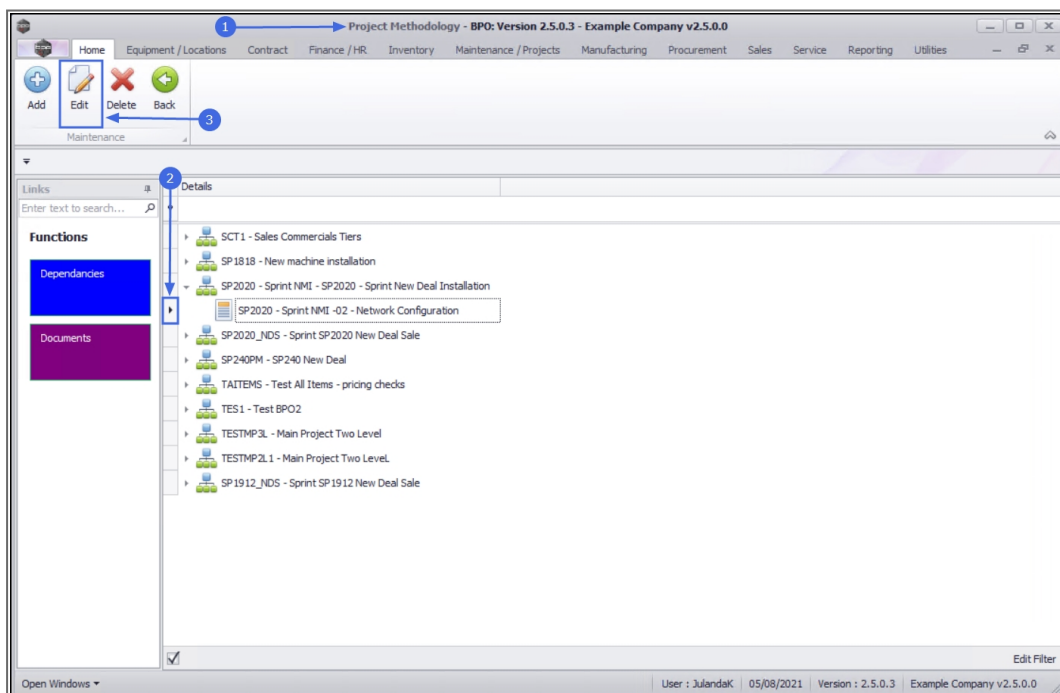
Ribbon Access: *Maintenance / Projects > Standard Methodology*




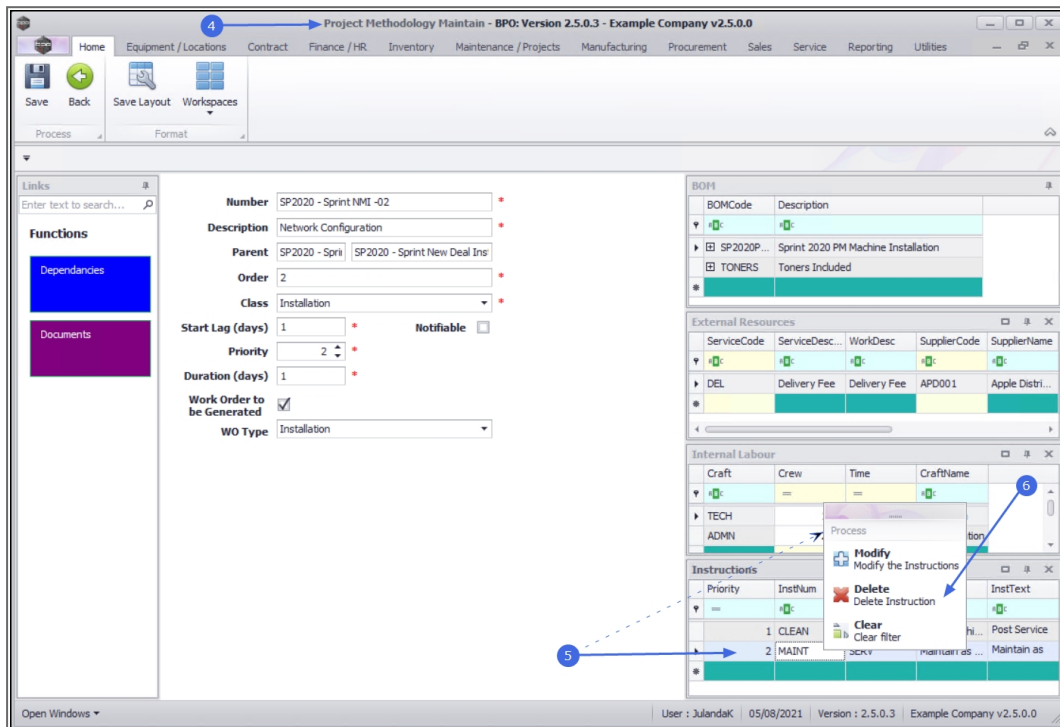
1. The **Project Methodology** screen will be displayed.
2. Click on the **row** of the **methodology layer** you wish to remove an **instruction** for.
3. Click on **Edit**.



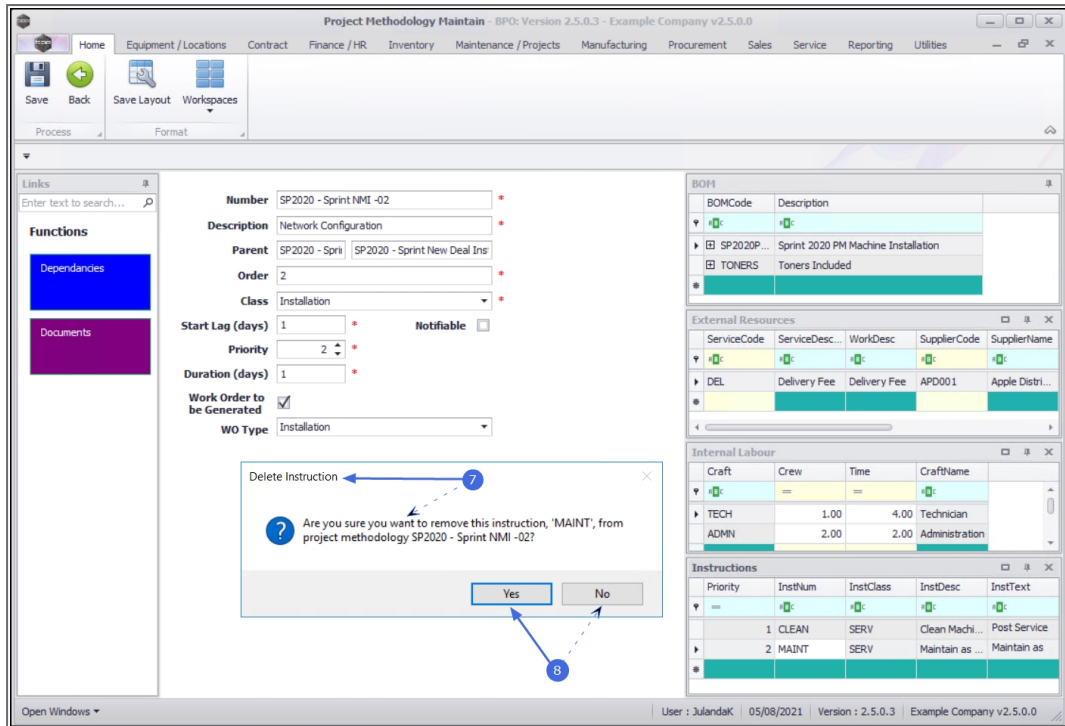
Short cut key: **Right click** to display the **Maintenance** menu list. Click on **Edit**.



4. The **Project Methodology Maintain** screen will be displayed.
5.  **Right Click** on the instruction item row you wish to remove, to display the **Process** menu.
6. Click on **Delete** - Delete instruction.

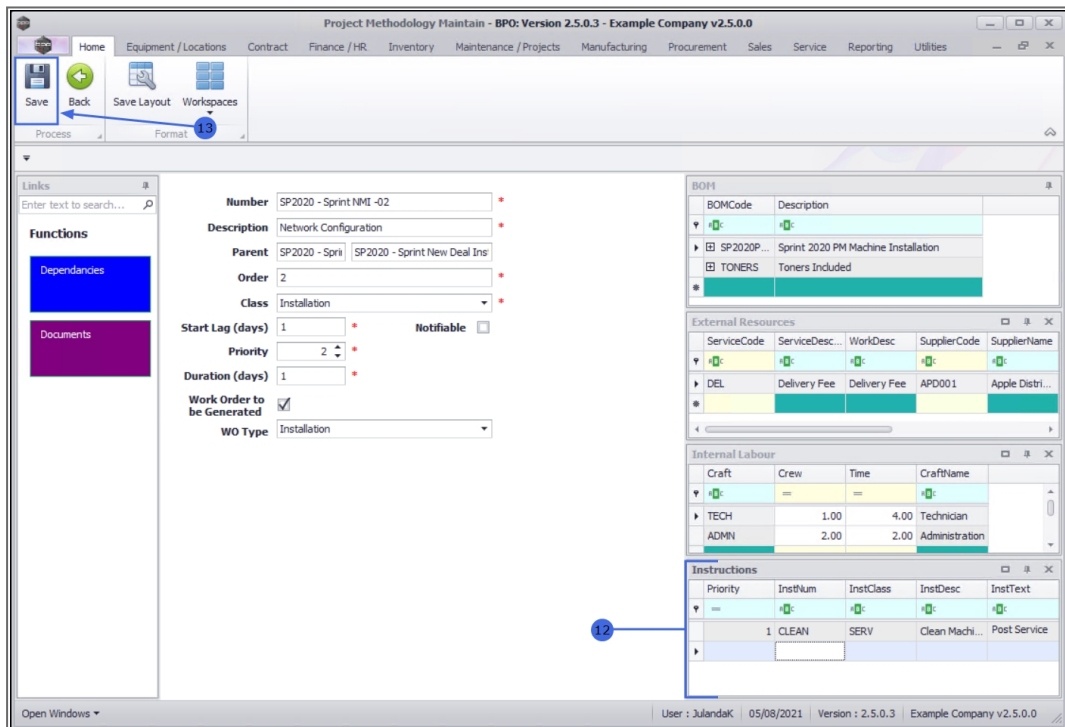


7. When you receive the **Delete Instruction** message to confirm that;
 - **Are you sure you want to delete this instruction, [instruction name] from project methodology [methodology name]?**
8. Click on **Yes**.
 - Click on **No** to ignore the request and leave the instruction linked to the project methodology.

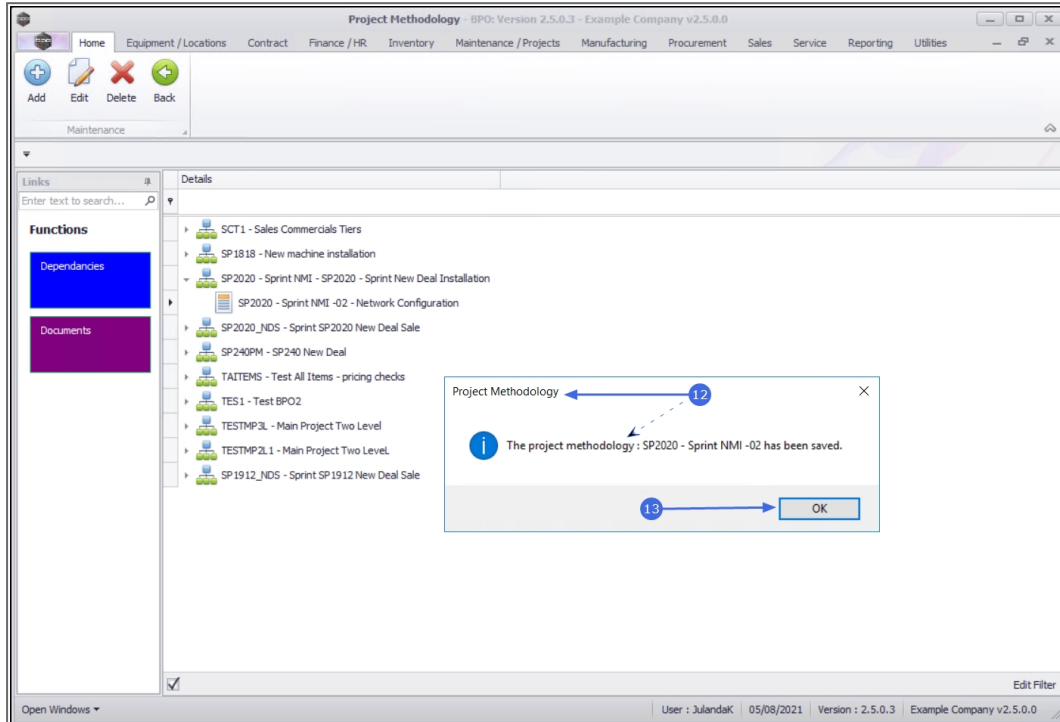


10. The instruction has been removed from the Instructions panel.

11. Click on **Save** to update the Project Methodology.



12. When you receive the **Project Methodology** message to confirm that;
 - **The project methodology : [methodology name] has been saved.**
13. Click on **OK**.



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