

We are currently updating our site; thank you for your patience.

## PROJECTS

## STANDARD METHODOLOGY - LINK INTERNAL LABOUR

Internal Labour resource(s) can be linked to either a Main or Sub-layer where the Work Order to be Generated field has been selected.

For the purpose of this manual, the Internal Labour resource has been linked using the **Edit** function on the **Project Maintenance** screen, but can also be linked when creating the project.

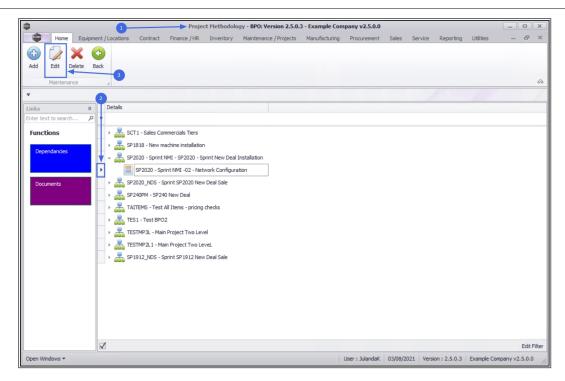
Ribbon Access: Maintenance / Projects > Standard Methodology



- 1. The **Project Methodology** screen will be displayed.
- Click on the row of the methodology layer you wish to link an Internal Labour resource to.
- 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** in an available row in the **Internal Labour** frame, to display the **Process** menu.
- 6. Click on Labour Add internal labour.



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- 7. The **Select a Craft** screen will be displayed.
- 8. Click on the **row** of the **Craft** you wish to **assign** to this **project meth-odology layer**. Click on **OK**.

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- 9. The **Craft** and **Craft Name** fields will populate with the selected craft.
  - **Crew:**Type in or use the **arrow** indicators to select the number of employees required for the craft type.
  - **Total Time:**Type in or use the **arrow** indicators to specify the time (in hours) required for completing the craft.

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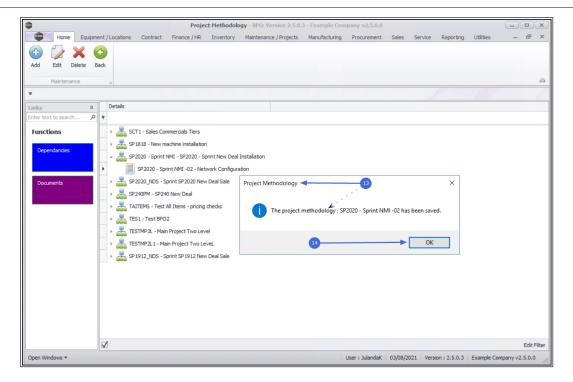
- 10. Continue to add Internal Labour resources to the project methodology as required.
- 11. Click on **Save** to update the Project Methodology screen.



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





## **Related Topics**

Remove Internal Labour

MNU.153.005