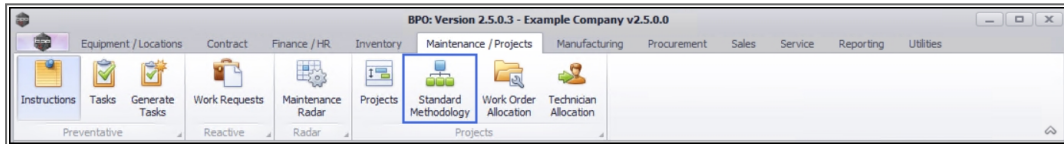We are currently updating our site; thank you for your patience.

PROJECTS

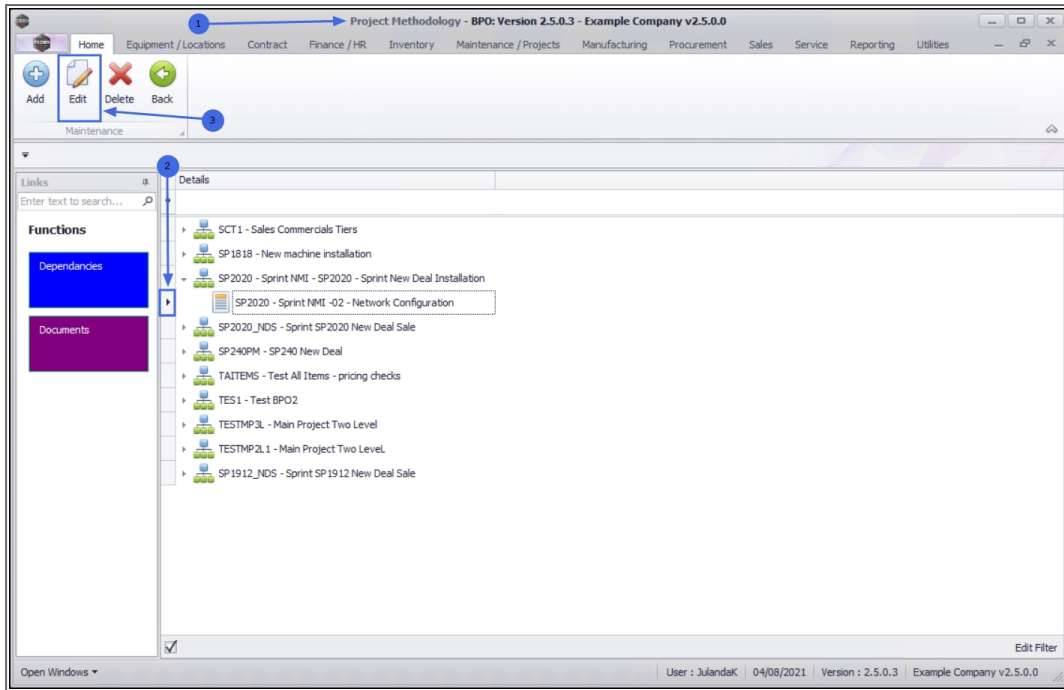## STANDARD METHODOLOGY – REMOVE INTERNAL LABOUR

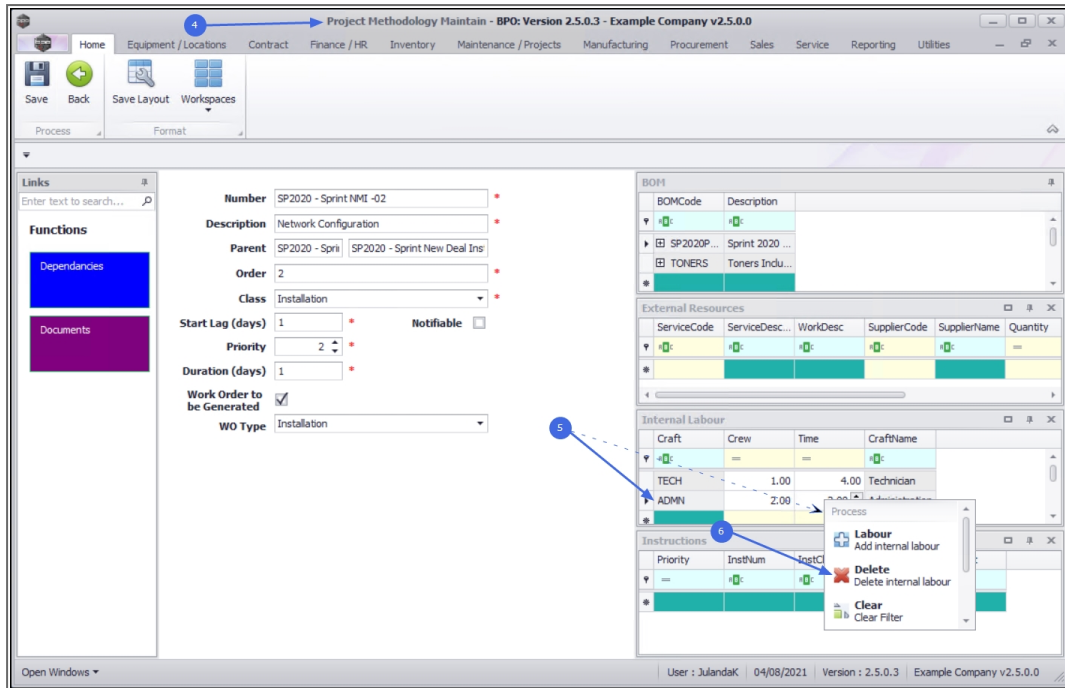**Ribbon Access:** Maintenance / Projects > Standard Methodology

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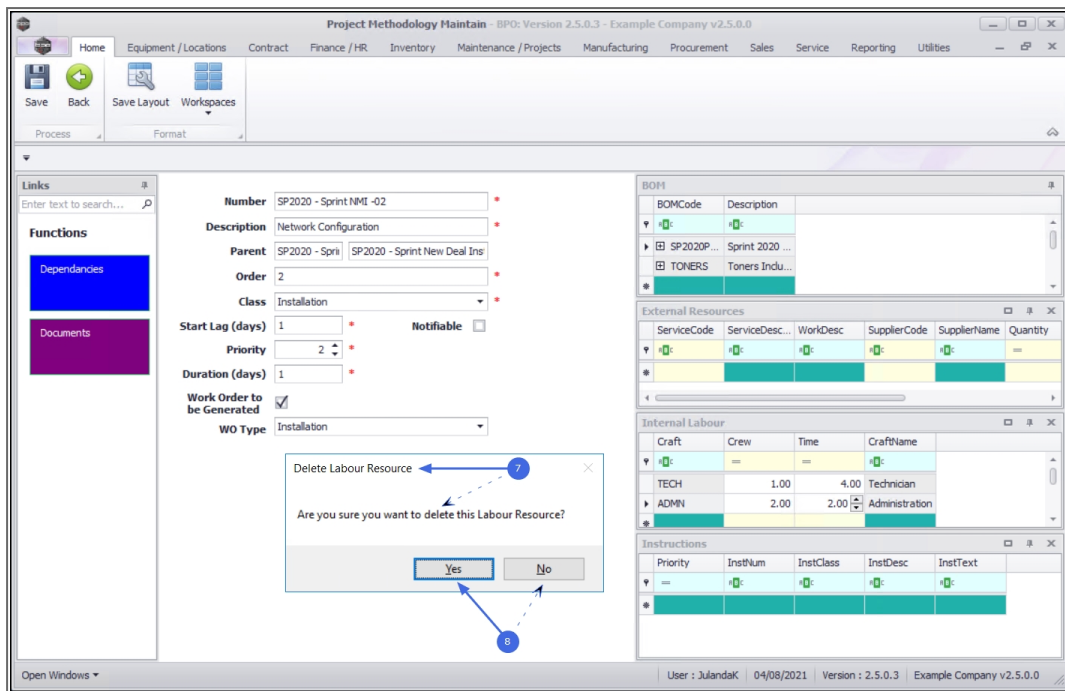3. Click on **Edit**.

Short cut key: Right click to display the **Maintenance** menu list. Click on **Edit**.
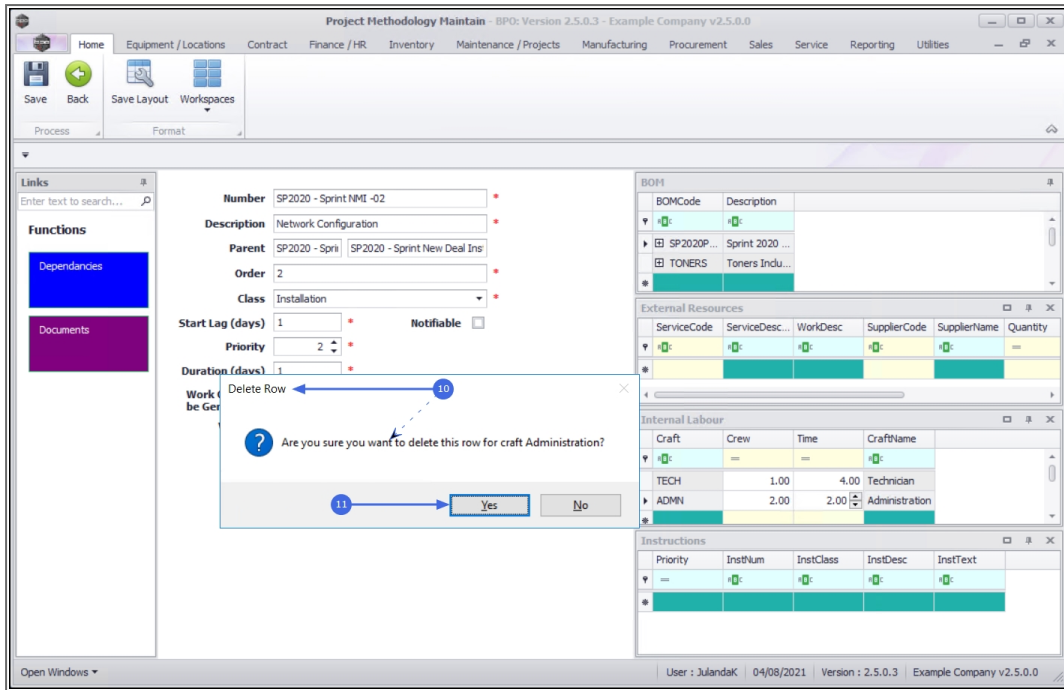
4. The **Project Methodology Maintain** screen will be displayed.

5. ⊘ **Right Click** in the row of the **Internal Labour** resource you wish to remove, to display the **Process** menu.

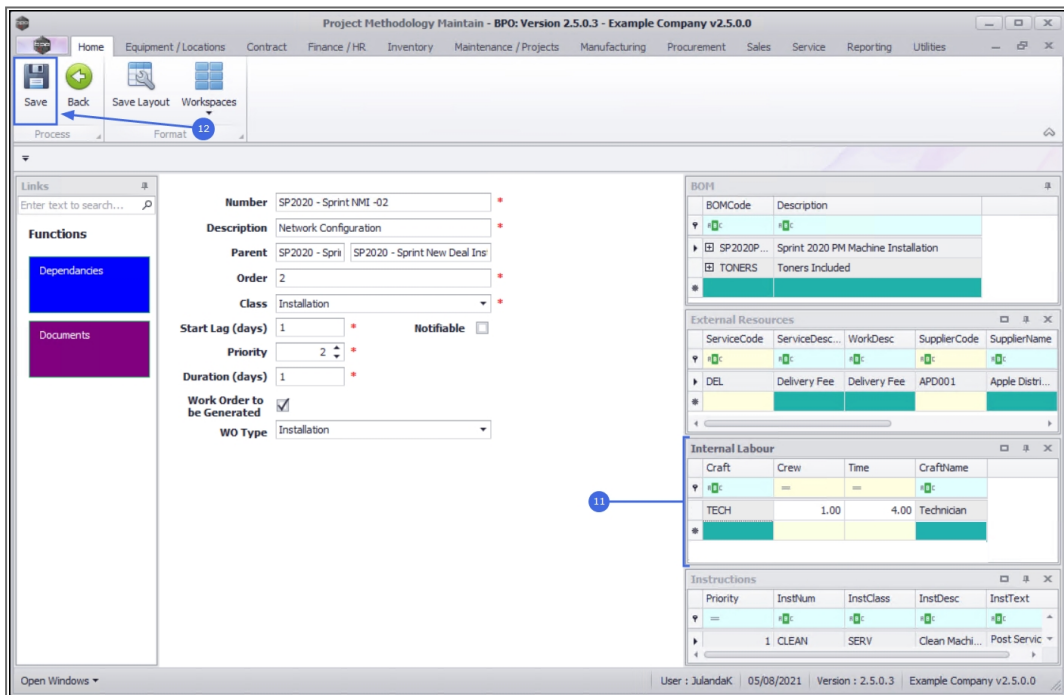6. Click on **Delete** - Delete internal labour.

7. When you receive the **Delete Labour Resource** message to confirm;

   - **Are you sure you want to delete this Labour Resource?**

8. Click on **Yes**.

   - Click on **No** to ignore the request and leave the labour resource linked to the project methodology.

9. When you receive the **Delete Row** message to confirm that;

- **Are you sure you want to delete this row for craft** [craft name]**?**
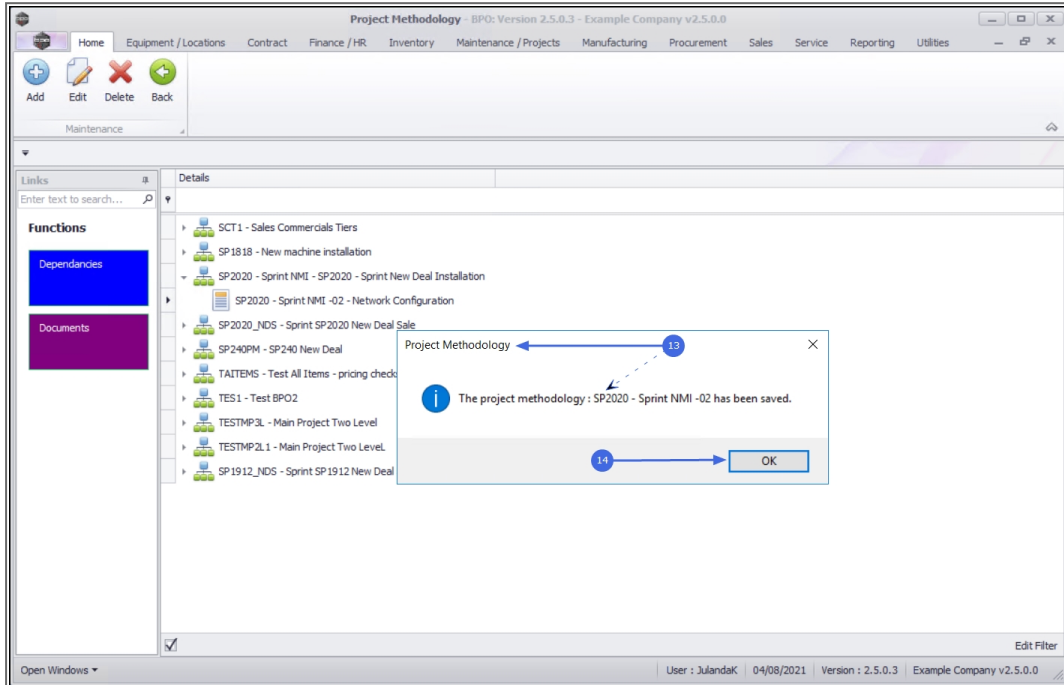
10. Click on **Yes**.

11. The Internal Labour resource has been removed from the Internal Labour frame.

12. Click on **Save** to update the Project Methodology screen.

13. When you receive the **Project Methodology** message to confirm that;

- **The project methodology : [**methodology name**] has been saved.**

14. Click on **OK**.

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