

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

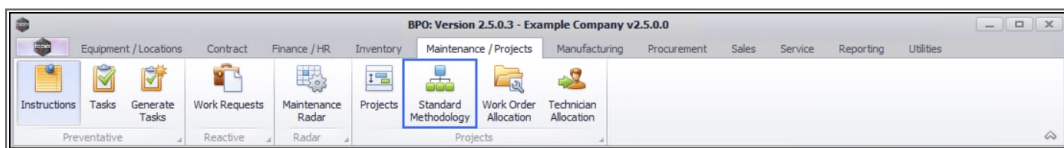
PROJECTS

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.

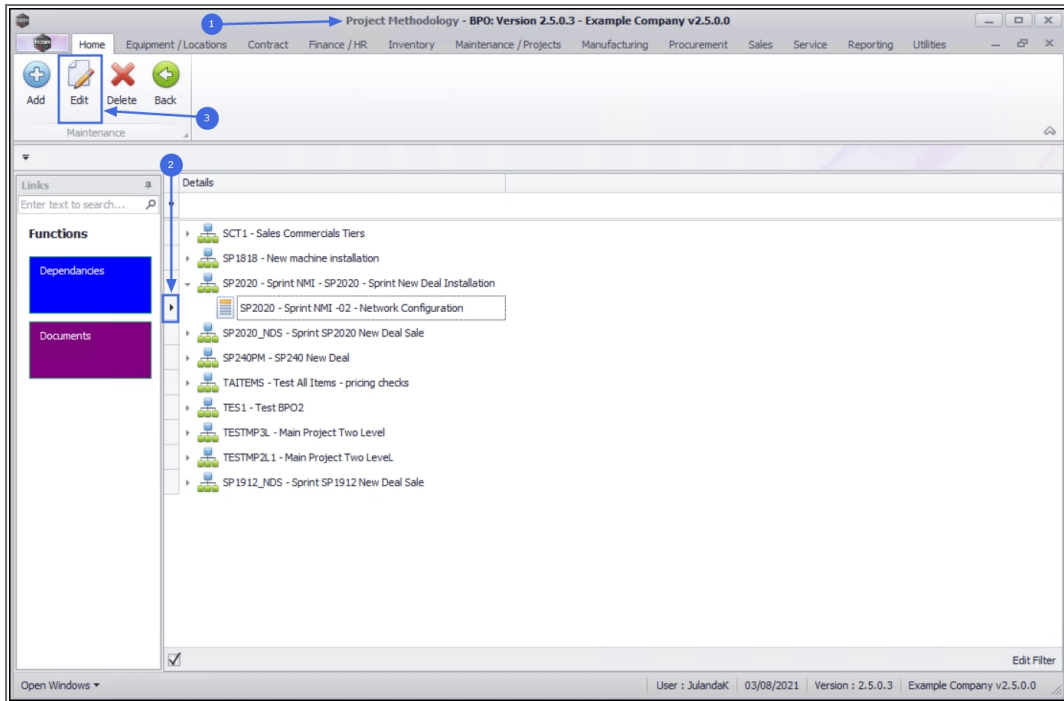
Ribbon Access: Maintenance / Projects > Standard Methodology




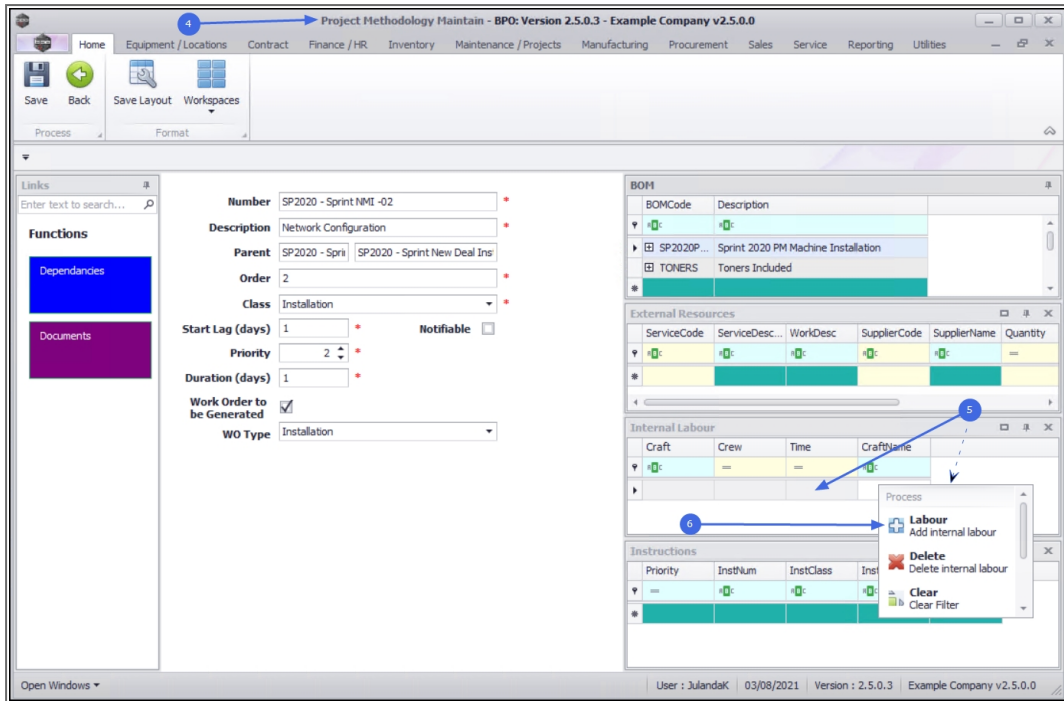
1. The **Project Methodology** screen will be displayed.
2. Click on the **row** of the **methodology layer** you wish to link an **Internal Labour** resource to.
3. Click on **Edit**.



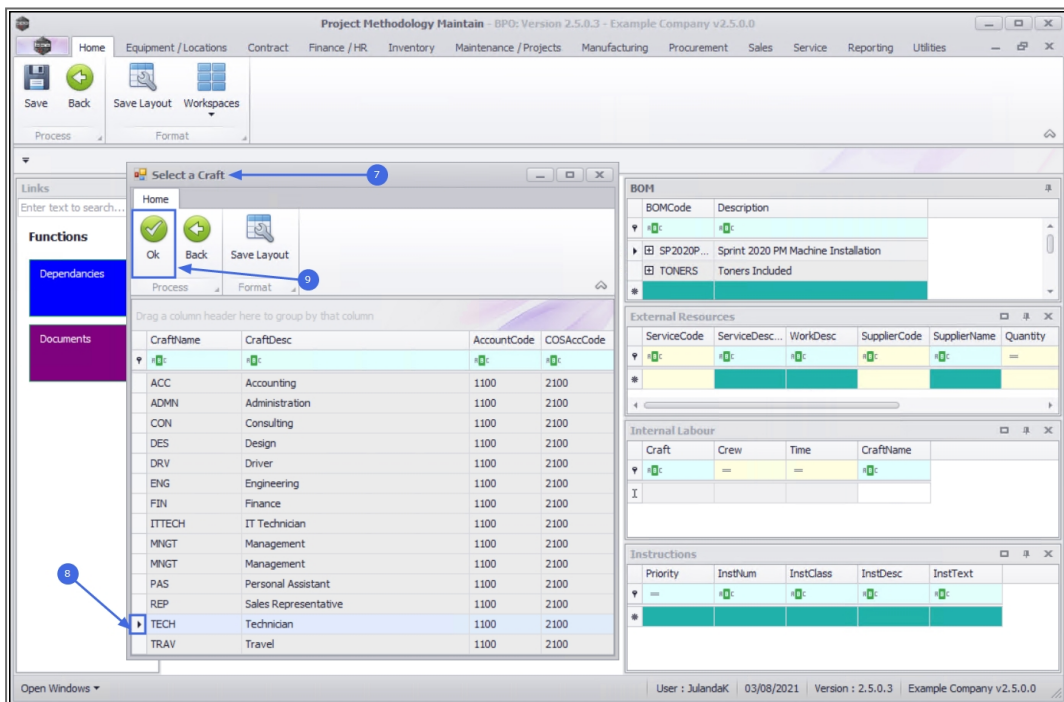
Short cut key: Right click to display the **Maintenance** menu list. Click on **Edit**.



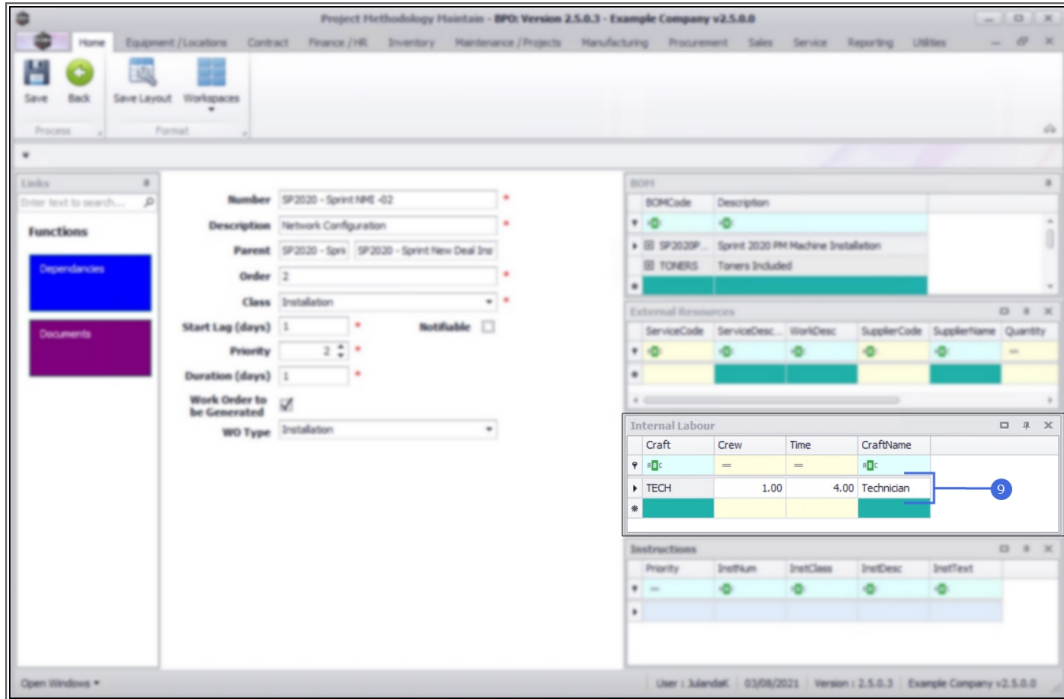
4. The **Project Methodology Maintain** screen will be displayed.
5.  **Right Click** in an available row in the **Internal Labour** frame, to display the **Process** menu.
6. Click on **Labour** - Add internal labour.



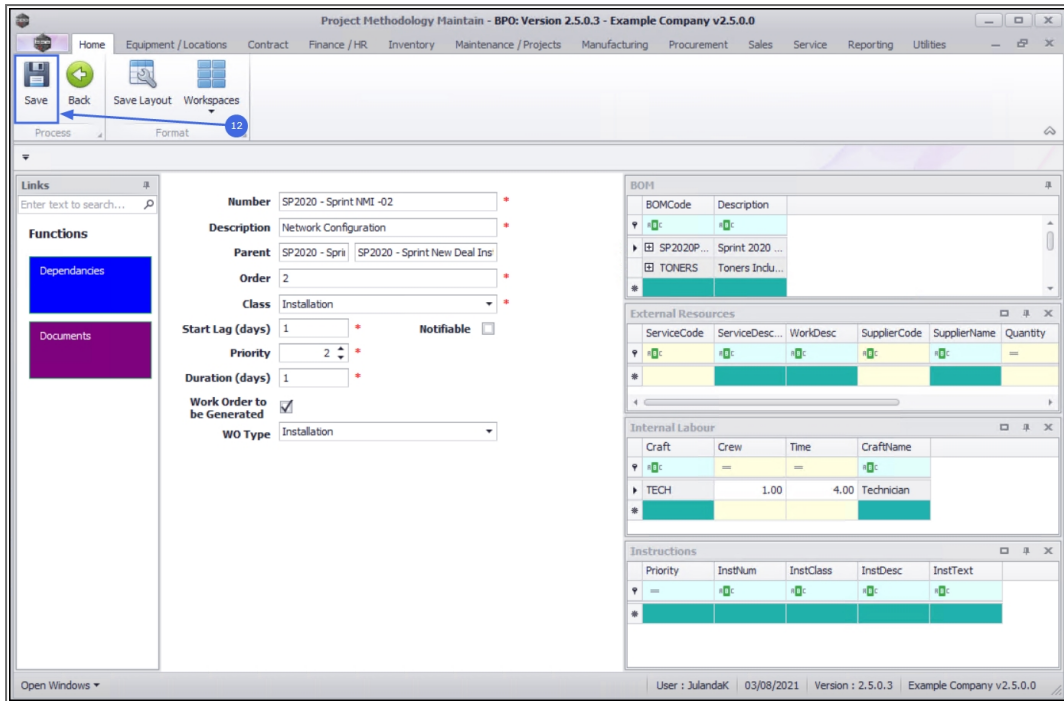
7. The **Select a Craft** screen will be displayed.
8. Click on the **row** of the **Craft** you wish to **assign** to this **project methodology layer**. Click on **OK**.



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.

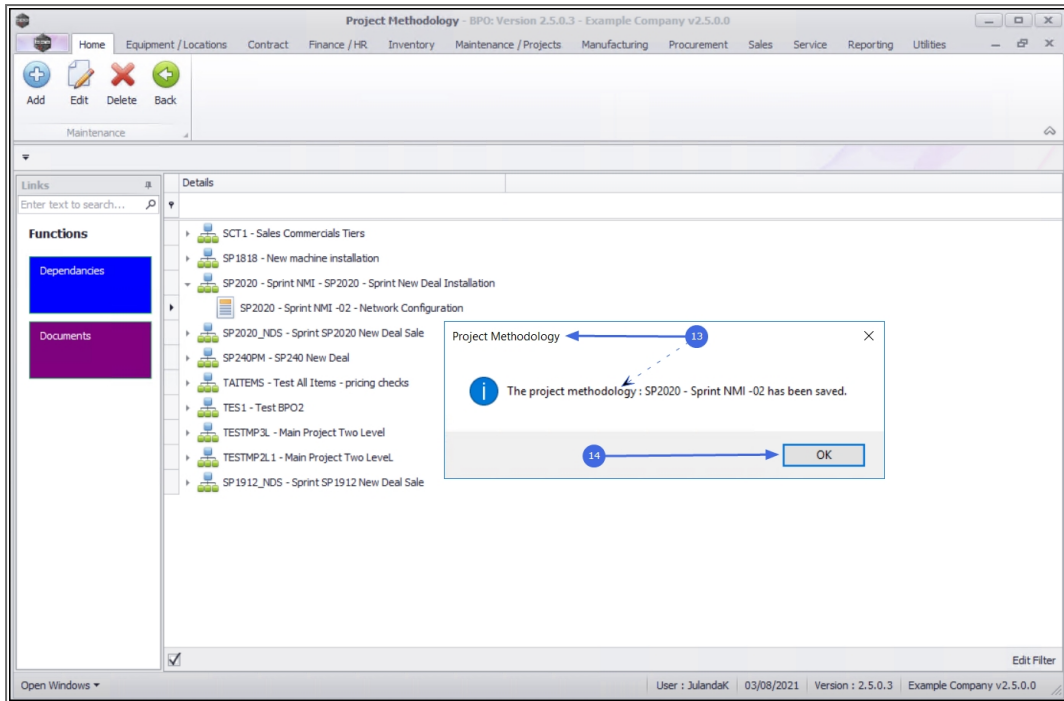


10. Continue to add Internal Labour resources to the project methodology as required.
11. Click on **Save** to update the Project Methodology screen.



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