

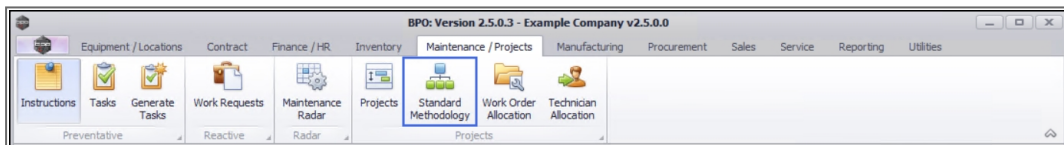
PROJECTS

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.

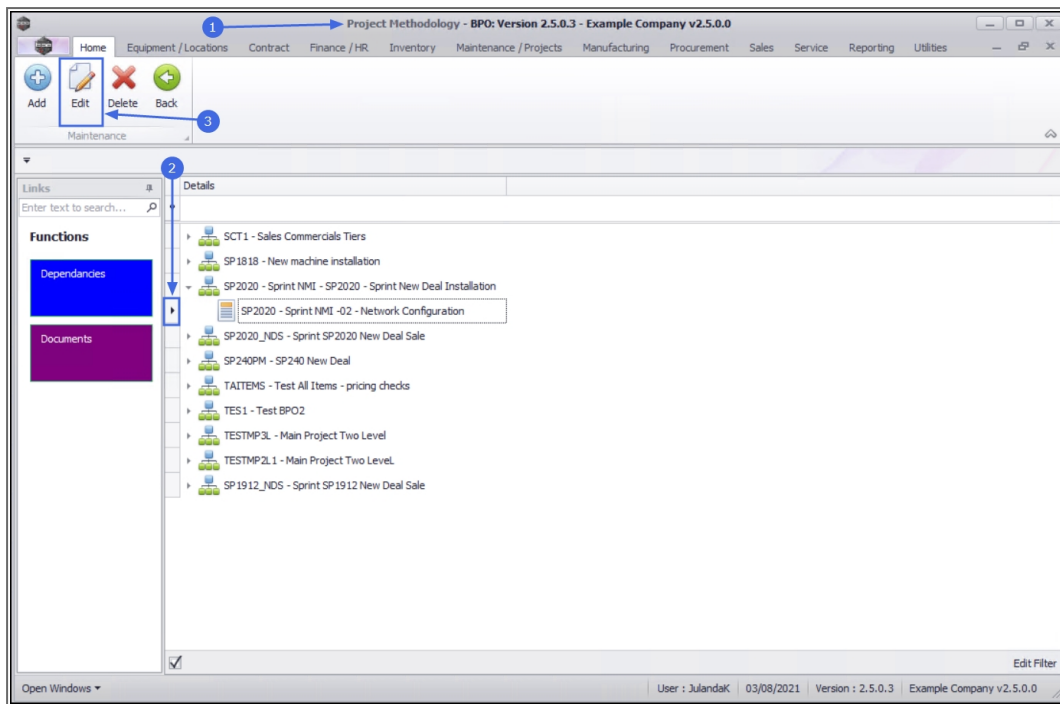
Ribbon Access: *Maintenance / Projects > Standard Methodology*



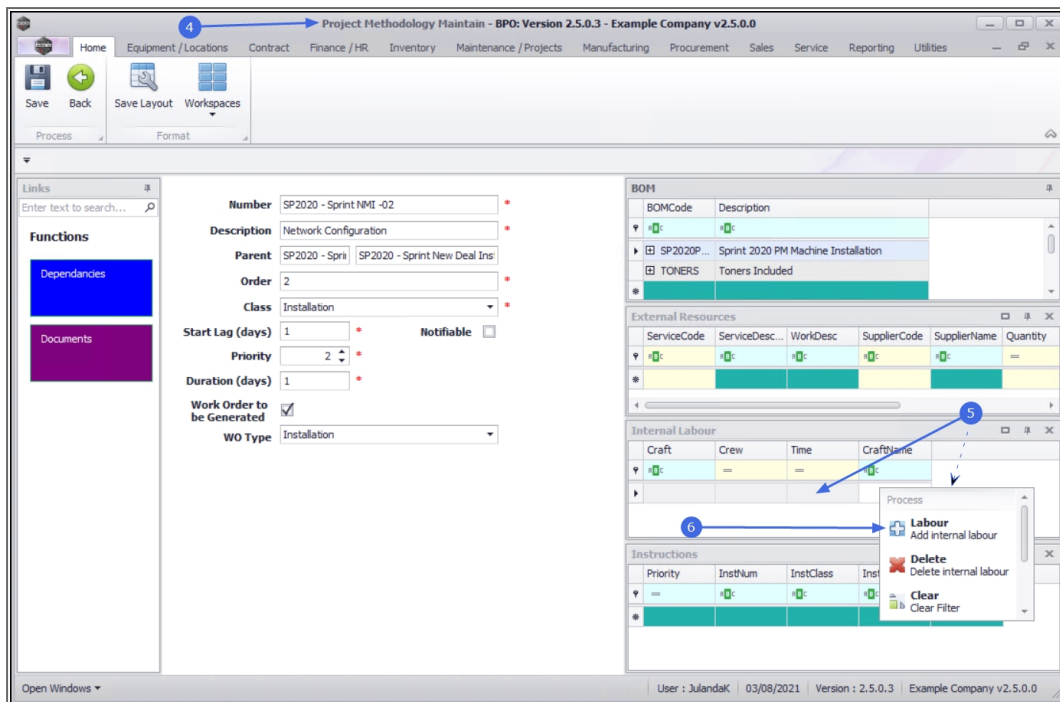
1. The **Project Methodology** screen will be displayed.
2. Click on the **row** of the **methodology layer** you wish to link an **Internal Labour** resource to.
3. Click on **Edit**.



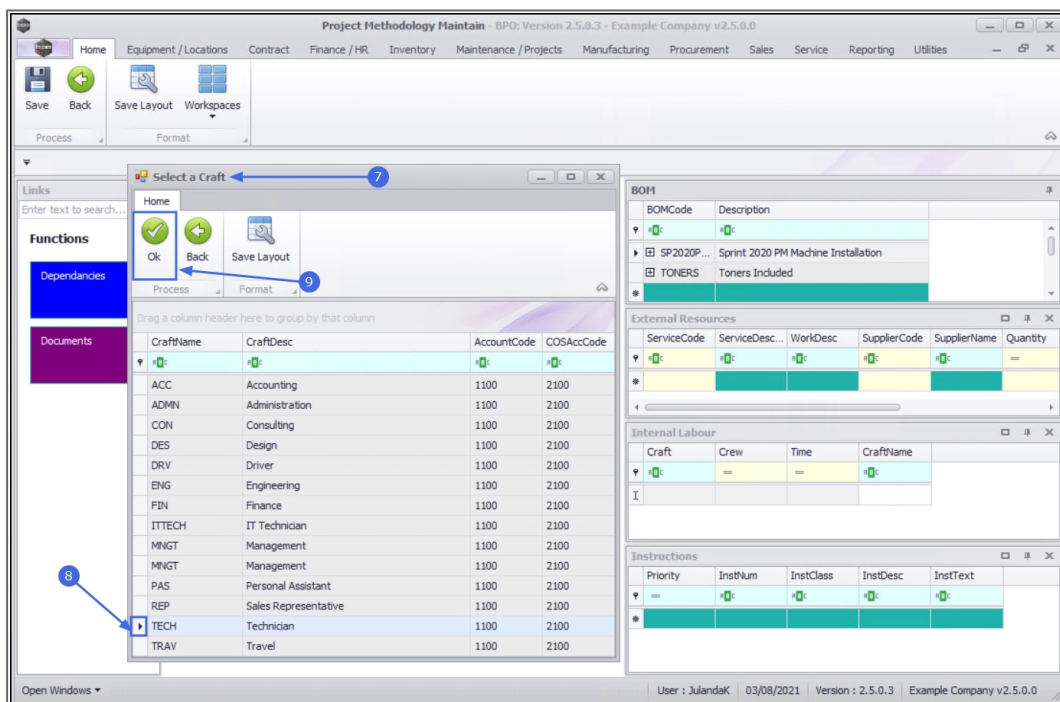
Short cut key: **Right click** to display the **Maintenance** menu list. Click on **Edit**.



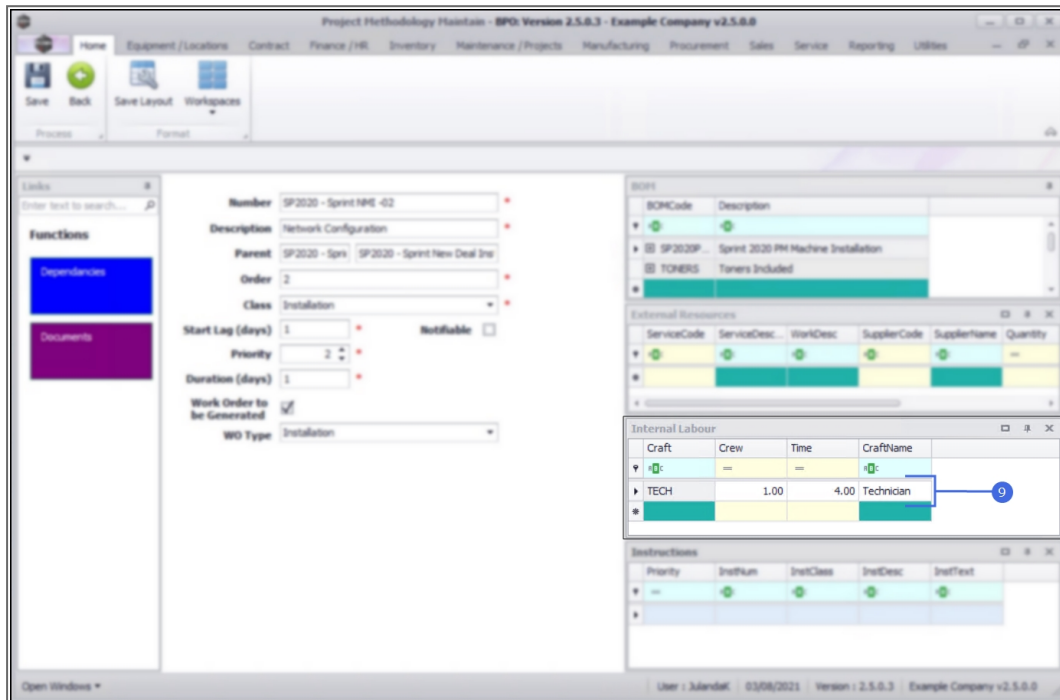
4. The **Project Methodology Maintain** screen will be displayed.
5.  **Right Click** in an available row in the **Internal Labour** frame, to display the **Process** menu.
6. Click on **Labour** - Add internal labour.



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.



The screenshot shows the Project Methodology screen with the following details:

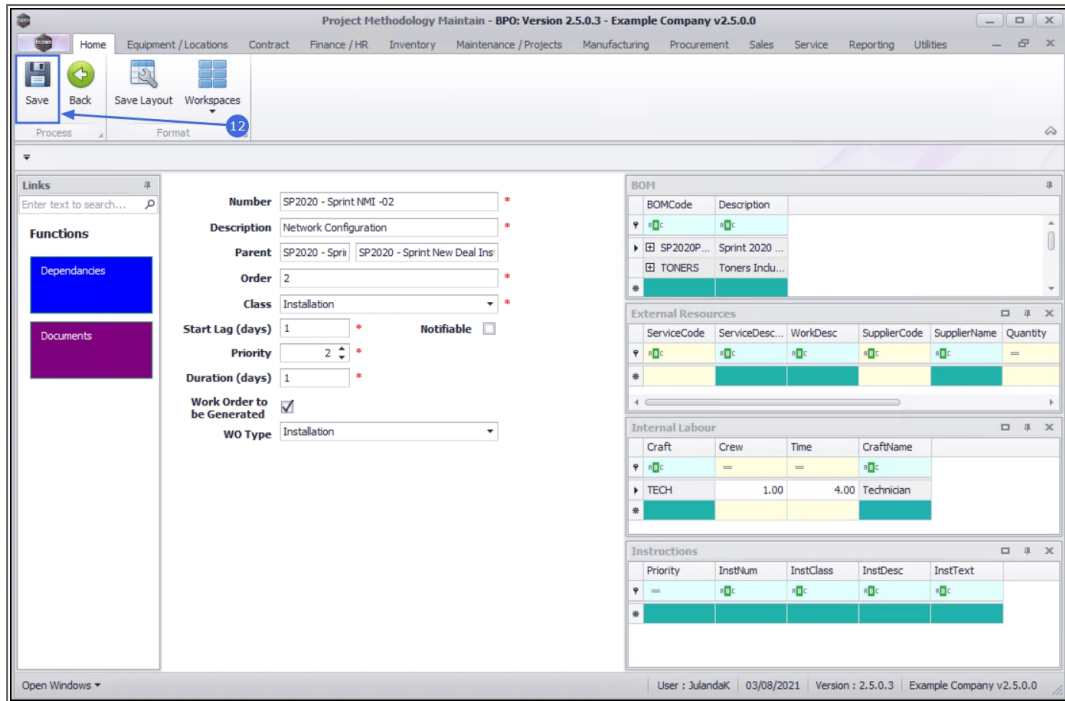
- Number:** SP2020 - Sprint NHE 402
- Description:** Network Configuration
- Parent:** SP2020 - Spr; SP2020 - Sprint New Deal Ins
- Order:** 2
- Class:** Installation
- Start Lag (days):** 1
- Priority:** 2
- Duration (days):** 1
- Work Order to be Generated:** ☒
- WO Type:** Installation

The **Internal Labour** table is shown with the following data:

Craft	Crew	Time	CraftName
TECH	1.00	4.00	Technician

A blue circle with the number 9 points to the **CraftName** field in the Internal Labour table.

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



Project Methodology Maintain - BPO: Version 2.5.0.3 - Example Company v2.5.0.0

Home Equipment / Locations Contract Finance / HR Inventory Maintenance / Projects Manufacturing Procurement Sales Service Reporting Utilities

Save Back Save Layout Workspaces

Process Format 12

Links

Enter text to search...

Functions

Dependencies

Documents

Number SP2020 - Sprint NMI -02

Description Network Configuration

Parent SP2020 - Spr... SP2020 - Sprint New Deal Ins

Order 2

Class Installation

Start Lag (days) 1

Priority 2

Duration (days) 1

Work Order to be Generated ☒

WO Type Installation

BOM

BOMCode	Description
SP2020P...	Sprint 2020 ...
TONERS	Toners Indu...

External Resources

ServiceCode	ServiceDesc...	WorkDesc	SupplierCode	SupplierName	Quantity
SP2020P...	Sprint 2020 ...				

Internal Labour

Craft	Crew	Time	CraftName
TECH	1.00	4.00	Technician

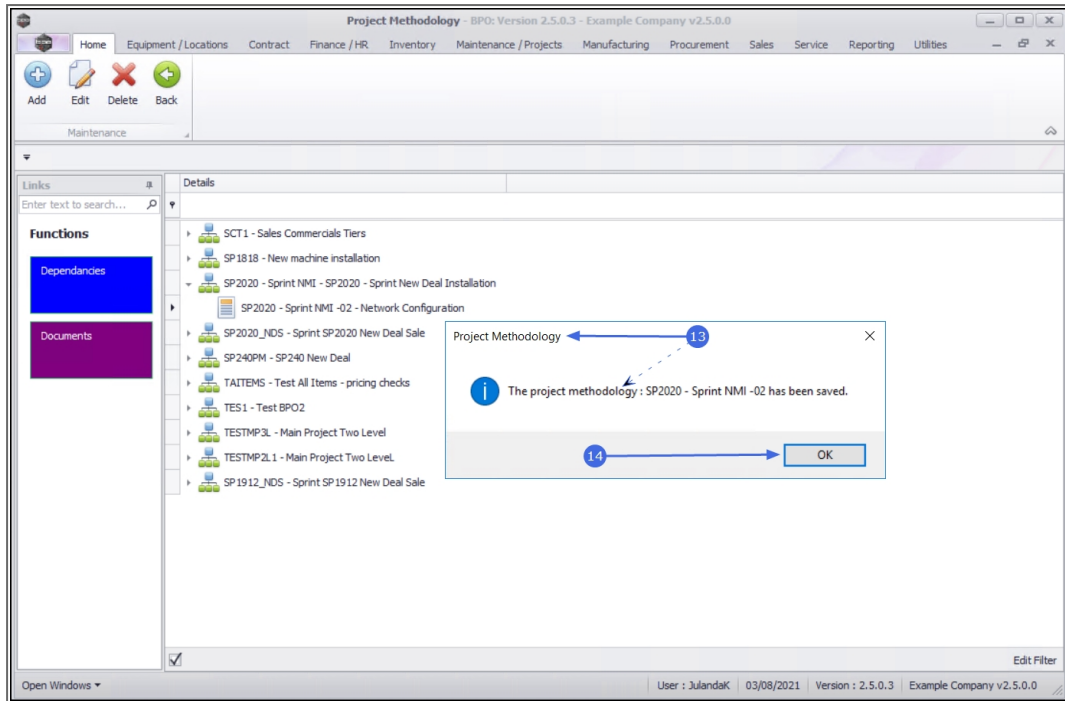
Instructions

Priority	InstNum	InstClass	InstDesc	InstText

User : JulandaK 03/08/2021 Version : 2.5.0.3 Example Company v2.5.0.0

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