

# Project 2013



## Quick Start Guide

Microsoft Project 2013 looks different from previous versions, so we created this guide to help you minimize the learning curve.

### Quick Access Toolbar

Customize this area so your favorite commands are always visible.

### Explore commands on the ribbon

Each ribbon has groups, and each group has a set of related commands.

### Show or hide the ribbon

Click **Ribbon Display Options** or press **Ctrl+R** to hide or show the ribbon.

### Manage projects

Open, save, print and share your projects. Also change options and account settings in this view.

### Change views

Work faster in the right view. Choose Gantt Chart, Task Usage, Team Planner, or Resource Sheet.

### Show Key Tips

If you'd rather use the keyboard, press **Alt** to show keys that let you access commands on the ribbon.

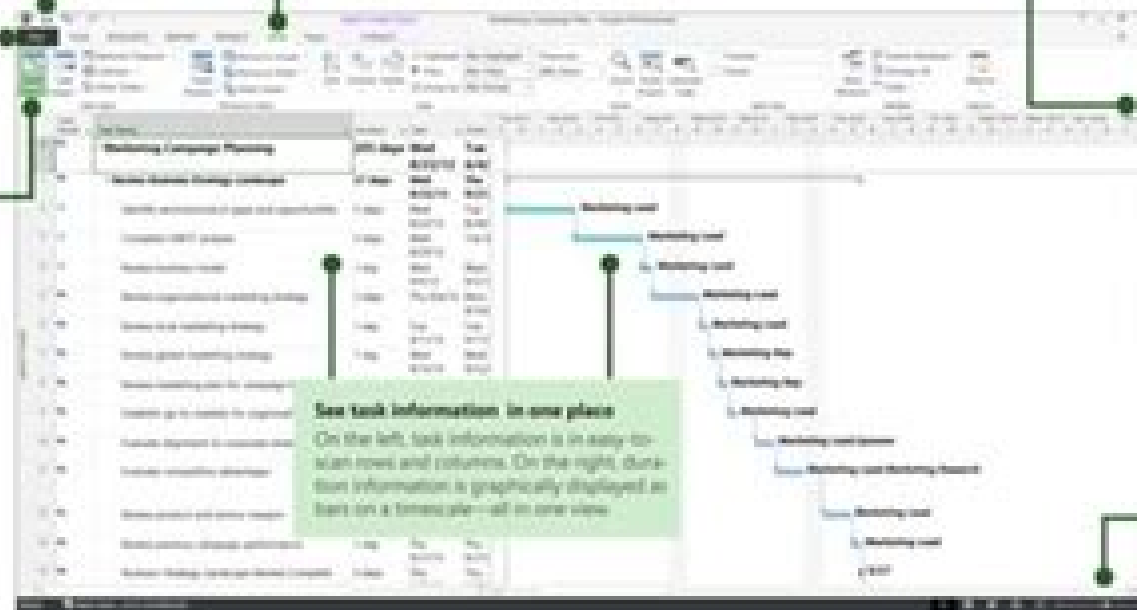
And yes, keyboard shortcuts you've used before will still work.

### See task information in one place

On the left, task information is in easy-to-scan rows and columns. On the right, duration information is graphically displayed as bars on a timescale—all in one view.

### Zoom in or out

Drag the zoom slider to grow or shrink the timescale.



# Ms Project 2013 Quick Guide

**Susan G. Salvo**

A red circular graphic with a gradient, appearing as a semi-circle or a partial circle, located to the right of the author's name.

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**Microsoft Project 2013 Quick Reference Guide** Eric Verzuh, 2015-01-31      Project 2013 Brian Kennemer, Sonia Atchison, 2013 Provides information on how to efficiently manage every phase of your project from up front planning through project completion and post mortems      **Microsoft Project 2013 Quick Guide for Beginners** Kugan Panchadsaram, 2013-01-01      **Microsoft Project 2013: The Missing Manual** Bonnie Biafore, 2013-04-17 Get up to speed on Microsoft Project 2013 and learn how to manage projects large and small This crystal clear book not only guides you step by step through Project 2013's new features it also gives you real world guidance how to prep a project before touching your PC and which Project tools will keep you on target With this Missing Manual you'll go from project manager to Project master The important stuff you need to know Learn Project 2013 inside out Get hands on instructions for the Standard and Professional editions Start with a project management primer Discover what it takes to handle a project successfully Build and refine your plan Put together your team schedule and budget Achieve the results you want Build realistic schedules with Project and learn how to keep costs under control Track your progress Measure your performance make course corrections and manage changes Create attractive reports Communicate clearly to stakeholders and team members using charts tables and dashboards Use Project's power tools Customize Project's features and views and transfer info via the cloud using Microsoft SkyDrive      **Becoming a Project Manager** Amie Jane Leavitt, 2017-07-15 All projects require a competent manager and that is most certainly the case with big IT projects Technical project managers supervise all aspects of the project manage personnel oversee budgets ensure that the work stays on schedule and execute communication plans between all parties In this title readers will find out if they have what it takes to become a technical project manager They will learn what the job entails what skills and personality are required for the job the types of training and education needed and what a typical day on the job is like      **A user guide to Tanzania Africa research in sustainable intensification for the next generation (Africa RISING) baseline evaluation survey data** Azzarri, Carlo, Haile, Beliyu, Roberts, Cleo, Charles, Ainsley, Economic Development Initiatives (EDI), 2016-04-07 The Tanzania Africa Research in Sustainable Intensification for the Next Generation Africa RISING Baseline Evaluation Survey TARBS was implemented during February April 2014 as part of the International Food Policy Research Institute's Monitoring and Evaluation M health agricultural land crop inputs harvest storage and sale livestock ownership feed and water agriculture related challenges and coping strategies credit and off farm income sources housing conditions and ownership of various durable assets subjective welfare and food security household level food consumption non food expenditure agricultural shocks and child and women anthropometry The community survey collected data on access to basic services access to extension services social organizations mobility and village level shocks access to natural resources metric conversion units and prices of crops and food items TARBS covered 810 households and 25 communities drawn from the three project districts Data was collected using structured

questionnaires in multiple local languages through Computer Assisted Personal Interviewing using Surveybe The Future of Agricultural Landscapes, Part II, 2021-03-18 Advances in Ecological Research Part Two Volume 64 the latest release in this ongoing series includes specific chapters on Tropical Ecosystems in the 21st Century Chapters in this volume cover topics such as landscape scale expansion of agroecology to enhance natural pest control a systematic review and ecosystem services and the resilience of agricultural landscapes Provides information that relates to a thorough understanding of the field of ecology Deals with topical and important reviews on the physiologies populations and communities of plants and animals **Microsoft Project 2013 Quick Reference Guide** Beezix, 2013-02-12 Laminated quick reference guide showing step by step instructions and shortcuts for how to use Microsoft Office Project 2013 The following topics are covered Setting the Project Start Date Describing a Project Switching to a Different View Switching to Unlisted Views Undoing Changes Entering Task Information in a Sheet Entering or Changing Task Duration Using Automatic Scheduling Sequencing Tasks Unlinking Tasks Changing Data in One or More Rows Inserting a Task Clearing or Deleting Rows Zooming in a View Moving or Copying Rows Copying Data to Adjacent Cells Changing Gantt Chart Appearance Viewing the Task Path Safeguarding Project Files Reviewing SmartTags Setting the Calendar Creating a New Group Calendar Entering a Resource Entering a Cost Resource Entering a Consumable Resource Booking a Resource to a Task Using Resource Driven Scheduling Saving the Baseline Showing Planned vs Actual in the Gantt Chart Displaying Project Statistics Recording Actual Progress of Tasks Setting up the Printout Previewing and Printing Printing Reports Transferring Data to Other Project Files Also includes a list of Selection and Movement Shortcuts **Climate Change in Bangladesh** Md. Jakariya, Md. Nazrul Islam, 2021-08-01 This book is a comprehensive resource for climate change impacts and scenarios on cross cutting issues in Bangladesh and other tropical low lying countries in Asia The book promotes mitigation and adaptation strategies for learning and innovation to tackle climate change impacts reduce inequality as well as include changes in food energy health education and social protection policies in Bangladesh and Asian low lying countries Through several case studies this book provides a powerful framework for identifying management tools and their applications in environment and governance including climate change and natural hazards climate change and energy framework gender inequality and capacity building and community participants and the actions needed to protect them The aim of this book is to provide information to scientists practitioners academics and government and non government policy makers to help them better understand the particularities of climate change adaptation and mitigation strategies for cross cutting issues in Bangladesh *Microsoft Project 2007: The Missing Manual* Bonnie Biafore, 2007-08-17 Schedules budgets communications resources Projects big and small include them all and Microsoft Project 2007 can help you control these variables not be controlled by them But Project is complex software and learning it is well a project in itself Get up to speed fast with Microsoft Project 2007 The Missing Manual Written by project management expert Bonnie Biafore this book teaches you how to do everything from setting budgets and tracking schedules

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successful book provides an overview of fetal and perinatal pathology concentrating on common problems especially where the anatomical pathology findings guide the direction of further investigations A new feature of this edition is an emphasis on the molecular aspects of pathology in the perinatal setting There are four new chapters including one on the genetic and epigenetic basis of development and disease and over 300 new illustrations The format of the book remains the same as previous editions with the first half covering general areas in perinatal pathology The second half is based on organ systems and covers specific pathological entities now including discussion of the relevant molecular pathology There is extensive cross referencing between chapters Keeling s Fetal and Neonatal Pathology 5th edition is aimed at the practising pathologist who is called upon to provide a perinatal pathology service It is also a valuable resource for the pathology trainee and a reference for obstetricians maternal and fetal medicine specialists neonatologists paediatricians and forensic pathologists

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Protection Measures Peter Frederick Lagasse,Paul E. Clopper,C. I. Thornton,F. Douglas Shields,John McCullah,W. J.

Spitz, 2016 TRB's National Cooperative Highway Research Program NCHRP Report 822 Evaluation and Assessment of Environmentally Sensitive Stream Bank Protection Measures evaluates and assesses existing guidelines for the design installation monitoring and maintenance of environmentally sensitive stream bank stabilization and protection measures and develops quantitative engineering design guidance for selected treatments Updated design guidelines for three widely used treatments are presented live siltation and live staking with a rock toe vegetated mechanically stabilized earth and vegetated rip rap A compendium of field data documentation and photographs complement the report The compendium is available as a DVD and available for download from TRB's website as an ISO image Publisher's description



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