



PRODUCT IN-DEPTH

www.seavusprojectviewer.com

White Paper

Product Overview

Seavus Project Viewer is a complete viewer for Microsoft® Project files that facilitates excellent cooperation in projects where the project stakeholders need to view and share information from project management. Seavus Project Viewer is a fast and lightweight standalone application that reads the native .mpp file format and does not require any previous installation of Microsoft Project on the user's computer.

In general, users of Microsoft Project plans can be categorized in the following way:

- Users that create/modify project plans, like project manager (the Authors of the project plans)
- Users that only need to review and/or analyze the information in the previously prepared project plans (the Viewers of the project plans).

The Viewers of the project plans can be categorized in the following categories:

- Team Members — personnel responsible for many of the day-to-day activities that are scheduled in one or more projects to which they are assigned, and need to frequently look at their assignments in the different projects, making sure they follow the project schedule,
- Executives — individuals who are responsible for one or more projects, such as an entire department or a specific region of the organization, and require visibility into all of the projects for which they are responsible, to determine the overall status of projects and to ensure that the work is aligned with the strategic goals of the organization, and
- External Project Stakeholders (Vendors, Distributors, Suppliers, Sub-contractors, Customers, etc.) — personnel working at organizations other than the project owner, directly or indirectly involved in the project, and require a possibility to review their assignments or follow the overall project status.

Analysis shows that the number of Viewers of the project plans (potential Seavus Project Viewer users) is much greater than the Authors of the same. This is illustrated on the next figure.



Feature	Description
<i>Application Type</i>	Stand-alone desktop application that does not require previous installation of Microsoft® Project on the machine.
<i>Supported format</i>	<i>file</i> MPP (native Microsoft® Project file format), saved in Microsoft® Project 2007, Microsoft® Project 2010, Microsoft® Project 2013 and Microsoft® Project 2016
<i>Views</i>	<p><u>Task</u>: Calendar, Bar Rollup, Detail Gantt, Gantt Chart, Leveling Gantt, Milestone Date Rollup, Milestone Rollup, Multiple Baselines Gantt, Tracking Gantt, Network Diagram, Descriptive Network Diagram, Task Sheet, Relationship Diagram, Timeline, Task Form, Task Name Form, Task Details Form</p> <p><u>Resource</u>: Resource Graph, Resource Sheet, Team Planner, Resource Form, Resource Name Form</p> <p><u>Assignment</u>: Task Usage, Resource Usage.</p> <p>In addition, Seavus Project Viewer™ supports any custom-created Gantt Chart, Network Diagram, Task Sheet, Task Usage, Relationship diagram, Resource Graph, Resource Sheet, and Resource Usage view.</p>
<i>Tables</i>	<p><u>Task</u>: Baseline, Constraint Dates, Cost, Delay, Earned Value, Earned Value Cost Indicators, Earned Value Schedule Indicators, Entry, Export, Hyperlink, Rollup Table, Schedule, Summary, Tracking, Usage, Variance, Work</p> <p><u>Resource</u>: Cost, Earned Value, Entry, Entry – Material Resources, Entry – Work Resources, Export, Hyperlink, Summary, Usage, Work</p> <p>In addition, Seavus Project Viewer™ supports any custom-created task or resource table.</p>
<i>Filters</i>	<p><u>Task</u>: Active Tasks, Completed Tasks, Cost Greater Than..., Cost Overbudget, Created After..., Critical, Date Range..., In Progress Tasks, Incomplete Tasks, Late Tasks, Late/Overbudget Tasks Assigned To..., Linked Fields, Manually Scheduled Tasks, Milestones, Resource Group..., Should Start By..., Should Start/Finish By..., Slipped/Late Progress, Slipping Tasks, Summary Tasks, Task Range..., Tasks With A Task Calendar Assigned, Tasks With Attachments, Tasks With Deadlines, Tasks With Estimated Durations, Tasks With Fixed Dates, Tasks/Assignments With Overtime, Top Level Tasks, Unstarted Tasks, Using Resource In Date Range..., Using Resource..., Work Overbudget</p> <p><u>Resource</u>: Budget Resources, Cost Greater Than..., Cost Overbudget, Created After..., Date Range..., Group..., In Progress Assignment, Linked Fields, Non-budget Resources, Overallocated Resources, Resource Range..., Resources – Material, Resources – Work, Resources With Attachments, Resources/Assignments With Overtime, Should Start By..., Should Start/Finish By..., Slipped/Late Progress, Slipping Assignments, Unstarted Assignments, Work Complete, Work Incomplete, Work Overbudget.</p>

<i>Groups</i>	In addition, Seavus Project Viewer™ supports any custom-created task or resource filter.
	<p><u>Task</u>: Active v. Inactive, Auto Scheduled v. Manually Scheduled, Complete and Incomplete Tasks, Constraint Type, Critical, Duration, Duration then Priority, Milestones, Priority, Priority Keeping Outline Structure, Resource, Status</p> <p><u>Resource</u>: Assignmet Keeping Outline Structure, Complete and Incomplete Resources, Resource Group, Standard Rate, Work vs. Material Resources</p> <p>In addition, Seavus Project Viewer™ supports any custom-created task or resource group.</p>

<i>Feature</i>	<i>Description</i>
<i>Printing</i>	<p>Complete support for printing, along with print preview and page setup options for all views and reports.</p> <p>Page Setup dialog options:</p> <ul style="list-style-type: none"> • Page settings: orientation, scaling (adjust to N% normal size, or fit to N pages wide by M pages tall), paper size. • Margin settings: margin settings, page borders • Header settings: choose the type of header (file or custom), option for selecting the font, size and color of the text, possibility for entering image in the header, alignment of the text. • Footer settings: choose the type of footer (file or custom), option for selecting the font, size and color of the text, possibility for entering image in the header, alignment of the text. • View settings (gantt or sheet views): print all sheet columns, print first N columns on all pages, print blank pages, legend options, print notes • View settings (calendar view): months per page, only show days in month, only show weeks in month, weeks per page, week height as on screen
<i>Outlining</i>	Complete support for outlining options and outlining functionality, like show the outline symbol and number, choose an outline level to automatically expand or hide the tasks at the chosen level, etc
<i>Sorting</i>	<p><u>Task</u>: by Start Date, by Finish Date, by Priority, by Cost, by ID, including custom “Sort by” functionality</p> <p><u>Resource</u>: by Cost, by Name, by ID, including custom “Sort by” functionality</p>

<i>Drawing objects & Hyperlinks</i>	<p>Complete support for drawing objects attached to a task or a timeline in the Gantt Chart views.</p> <p>Complete support for hyperlinks attached to a task, and options to open the hyperlink or add it to the favorites list.</p>
<i>Zoom & sizing</i>	<p>Complete support for Zoom in and Zoom out features, as well as Zoom To option for specifying resolution in days, weeks, or months, or the whole project.</p> <p>In addition, any table, including the timeline header in the chart views, can be resized by dragging the row/column/tier separator in the desired direction.</p> <p>Finally, table columns can be auto-sized to adjust to the contents of the field by double-clicking on the column separator.</p>
<i>Shared resource pools</i>	<p>Complete support for projects using shared resource pools.</p>
<i>Master projects, subprojects & external tasks</i>	<p>Complete support for master projects containing inserted projects, as well as subprojects with external dependencies, i.e. external tasks.</p>
<i>Global Template</i>	<p>Support for a global template, similar to Global.mpt in Microsoft® Project, used to identify the default views, calendars, tables, filters, and groups available in any project opened in Seavus Project Viewer™.</p>

<i>Feature</i>	<i>Description</i>
<i>Password protected files</i>	<p>Support for opening project plans that are password protected</p>
<i>Help</i>	<p>An extensive and modern help manual, integrated with the application. It provides reference information for the features, along with overviews and best use scenarios for using a particular view or functionality.</p>
<i>Send to</i>	<p>Complete support for sending the project plan to other participants in the project team through Microsoft® Outlook. Also, it provides option for sending pictures of the tasks and sending task as scheduled notes to the other team members.</p>
<i>Importing</i>	<p>Support for importing project plan from Microsoft® Excel, created in special Microsoft® Excel, Microsoft® Outlook, Microsoft SharePoint 2010/2013/2016, Microsoft Project Server 2007/2010/2013 and OneDrive.</p>

<i>Exporting</i>	Support for exporting the active view information in Microsoft® Excel XML Spreadsheet format and CSV format and project plan in Microsoft® Outlook. In addition, the user can export the project plan in the HTML, HyperText Markup Language format or in into Microsoft PowerPoint®.
<i>Find & Go To</i>	Complete support for searching through any task or resource fields and all comparison options as in Microsoft® Project. Go To functionality supports positioning directly to a task (by ID), to a location on the timeline (by date), or at the start/end of the selected task (clicking on the task in the table).
<i>Combined View</i>	Support for creating combined views in Seavus Project Viewer™ by splitting the window in two panes, each containing a different view, where the bottom pane view shows detailed information about the tasks or resources in the top pane view.
<i>Live Update</i>	A Live Update system, which ensures the application is kept up to date with all new features and updates.
<i>Graphical Reports</i>	<u>Dashboards</u> : Cost Overview, Project Overview, Upcoming Tasks, Work Overview. <u>Resources</u> : Resources Overview. <u>Costs</u> : Cost Overruns, Task Cost Overview, Resource Cost Overview.
<i>Reports</i>	<u>Overview</u> : Project Summary, Top Level Tasks, Critical Tasks, Milestones, Working Days <u>Current Activities</u> : Unstarted Tasks, Tasks Starting Soon, Tasks In Progress, Completed Tasks, Should Have Started Tasks, Slipping Tasks Costs: Cash Flow, Budget Report, Overbudget Tasks, Overbudget Resources, Earned Value <u>Assignments</u> : Who Does What, Who Does What When, To Do List, Overallocated Resources <u>Workload</u> : Task Usage, Resource Usage <u>Custom</u> : Crosstab, Resource, Resource (material), Resource (work), Resource Usage (material), Resource Usage (work), Task

<i>Feature</i>	<i>Description</i>
<i>Supported Views</i>	The standard Bar Rollup, Detail Gantt, Gantt Chart, Leveling Gantt, Milestone Date Rollup, Milestone Rollup, Multiple Baselines Gantt, and Tracking Gantt Views. In addition, Seavus Project Viewer™ supports any custom-created Gantt Chart views

<i>Tables</i>	All task tables.
<i>Filters</i>	All task filters.
<i>Groups</i>	All task groups.
<i>Layout Options</i>	<p>Complete support for all Layout options.</p> <p>In addition, the user can change the following layout options for the active view:</p> <ul style="list-style-type: none"> • Link style; • Bar date format; • “Always roll up Gantt bars” settings; • “Hide rollup bars when summary expanded”.
<i>Font Formatting</i>	Complete support for editing the font options for the different text styles, as well as the specific formatting for each row, column, or cell in the table
<i>Bar styles & formatting</i>	Complete support for all bar styles options, as well as the specific formatting for each particular bar in the chart.
<i>Progress Lines</i>	<p>Complete support for all progress lines options and formatting.</p> <p>In addition, the user can change all progress lines options and formatting, including removing or adding progress lines in the active view</p>
<i>Timescale Formatting</i>	Complete support for all timescale options and formatting, including support for one, two or three tiers, and non-working time settings. In addition, the user can change any of the timescale options for the active view.
<i>Gridlines formatting</i>	Complete support for all gridlines formatting options.

<i>Feature</i>	<i>Description</i>
<i>Supported Views</i>	<p>The standard Network Diagram and Descriptive Network Diagram views.</p> <p>In addition, Seavus Project Viewer™ supports any custom-created Network Diagram views.</p>
<i>Tables</i>	Not used.
<i>Filters</i>	All task filters.
<i>Groups</i>	Not used.

<i>Layout Options</i>	Complete support for all Layout options.
<i>Box styles & formatting</i>	Complete support for all box styles options, as well as the specific formatting for each particular box on the flowchart.
<i>Data templates</i>	Complete support for all data templates and their options.

<i>Feature</i>	<i>Description</i>
<i>Supported Views</i>	The standard Timeline view.. In addition, Seavus Project Viewer™ supports any custom-created Timeline view.
<i>Multiple timeline bars</i>	Presenting multiple timeline bars as they are created in the project plan. In addition, user can create its own multiple timeline view by adding additional timeline bars in the Timeline view.
<i>Tables</i>	Not used.
<i>Filters</i>	Not used.
<i>Groups</i>	Not used.
<i>Bar Styles</i>	Complete support for all bar styles options for each detail field.
<i>Text Styles</i>	Complete support for the font options for the different text styles.
<i>Timescale formatting</i>	Not used.
<i>Gridlines formatting</i>	Complete support for all gridlines formatting options.

<i>Feature</i>	<i>Description</i>
<i>Supported Views</i>	The standard Team Planner view. In addition, Seavus Project Viewer™ supports any custom-created Team Planner view.
<i>Tables</i>	Not used.

<i>Filters</i>	All resource filters.
<i>Groups</i>	All resource groups.
<i>Bar styles</i>	Complete support for all bar styles options for each detail field.
<i>Text Styles</i>	Complete support for the font options for the different text styles.
<i>Timescale formatting</i>	Complete support for all timescale options and formatting, including support for one, two or three tiers, and non-working time settings. In addition, the user can change any of the timescale options for the active view.
<i>Gridlines formatting</i>	Complete support for all gridlines formatting options.

<i>Feature</i>	<i>Description</i>
<i>Supported Views</i>	The standard Calendar view. In addition, Seavus Project Viewer™ supports any custom-created Calendar view.
<i>Tables</i>	Not used.
<i>Filters</i>	All task filters.
<i>Groups</i>	Not used.
<i>Bar Styles</i>	Complete support for all bar styles available by default.
<i>Text Styles</i>	Complete support for the font options for the different text styles.
<i>Timescale formatting</i>	Not used.
<i>Gridlines formatting</i>	Complete support for all gridlines formatting options.

<i>Feature</i>	<i>Description</i>
<i>Supported Views</i>	The standard Resource Graph view. In addition, Seavus Project Viewer™ supports any custom-created Resource Graph view.

<i>Tables</i>	Not used.
<i>Filters</i>	All resource filters.
<i>Groups</i>	Not used.
<i>Bar styles</i>	Complete support for all bar styles options for each detail field.
<i>Text Styles</i>	Complete support for the font options for the different text styles.
<i>Timescale formatting</i>	Complete support for all timescale options and formatting, including support for one, two or three tiers, and non-working time settings. In addition, the user can change any of the timescale options for the active view.
<i>Gridlines formatting</i>	Complete support for all gridlines formatting options.

<i>Feature</i>	<i>Description</i>
<i>Supported Views</i>	The standard Task Sheet view. In addition, Seavus Project Viewer™ supports any custom-created Task Sheet views.
<i>Tables</i>	All task tables.
<i>Filters</i>	All task filters.
<i>Groups</i>	All task groups.
<i>Bar Styles</i>	Not used.
<i>Text Styles</i>	Complete support for the font options for the different text styles, as well as the specific formatting for each row, column, or cell in the table.
<i>Timescale formatting</i>	Not used.
<i>Gridlines formatting</i>	Complete support for all gridlines formatting options.

<i>Feature</i>	<i>Description</i>
<i>Supported Views</i>	The standard Resource Sheet view. In addition, Seavus Project Viewer™ supports any custom-created Resource Sheet views.
<i>Tables</i>	All resource tables.
<i>Filters</i>	All resource filters.
<i>Groups</i>	All resource groups.
<i>Bar styles</i>	Complete support for all bar styles options for each detail field.
<i>Text Styles</i>	Complete support for the font options for the different text styles, as well as the specific formatting for each row, column, or cell in the table.
<i>Timescale formatting</i>	Not used.
<i>Gridlines formatting</i>	Complete support for all gridlines formatting options.

<i>Feature</i>	<i>Description</i>
<i>Supported Views</i>	The standard Task Usage view. In addition, Seavus Project Viewer™ supports any custom-created Task Usage views.
<i>Details</i>	Actual Cost, Actual Overtime Work, Actual Work, ACWP, Baseline Cost, Baseline Work, Baseline1-10 Cost, Baseline1-10 Work, BCWP, BCWS, Cost, CV, Fixed Cost, Physical Percent (%) Complete, Percent (%) Complete, Regular Work, SV, Work.
<i>Tables</i>	All task tables.
<i>Filters</i>	All task filters.
<i>Groups</i>	Not used.
<i>Detail Styles</i>	Complete support for all detail styles options.

	<p>In addition, the user can change the following detail options for the detail fields:</p> <ul style="list-style-type: none"> • Font • Cell background • Pattern • “Show in menu” options
<i>Text Styles</i>	Complete support for the font options for the different text styles, as well as the specific formatting for each row, column, or cell in the table.
<i>Timescale formatting</i>	Complete support for all timescale options and formatting, including support for one, two or three tiers, and non-working time settings. In addition, the user can change any of the timescale options for the active view.
<i>Gridlines formatting</i>	Complete support for all gridlines formatting options.

<i>Feature</i>	<i>Description</i>
<i>Supported Views</i>	<p>The standard Resource Usage view.</p> <p>In addition, Seavus Project Viewer™ supports any custom-created Resource Usage views.</p>
<i>Details</i>	Actual Cost, Actual Overtime Work, Actual Work, ACWP, Baseline Cost, Baseline Work, BCWP, BCWS, Cost, Cumulative Cost, Cumulative Work, Overallocation, Overtime Work, Peak, Percentage Allocation, Regular Work, Work Availability, SV, Max Units, Work, Remaining Availability.
<i>Tables</i>	All resource tables.
<i>Filters</i>	All resource filters.
<i>Groups</i>	Not used.
<i>Detail Styles</i>	<p>Complete support for all detail styles options.</p> <p>In addition, the user can change the following detail options for the detail fields:</p> <ul style="list-style-type: none"> • Font • Cell background • Pattern • “Show in menu” options

<i>Text Styles</i>	Complete support for the font options for the different text styles, as well as the specific formatting for each row, column, or cell in the table.
<i>Timescale formatting</i>	Complete support for all timescale options and formatting, including support for one, two or three tiers, and non-working time settings. In addition, the user can change any of the timescale options for the active view.
<i>Gridlines formatting</i>	Complete support for all gridlines formatting options.

<i>Feature</i>	<i>Description</i>
<i>Supported Views</i>	The standard Relationship diagram view.
<i>Tables</i>	Not used.
<i>Filters</i>	All task filters.
<i>Groups</i>	Not used.
<i>Layout options</i>	Not used.
<i>Text Styles</i>	Not used.
<i>Timescale formatting</i>	Not used.
<i>Gridlines formatting</i>	Not used.

<i>Feature</i>	<i>Description</i>
<i>Supported Views</i>	Combination of two views: Gantt Chart or Task Usage view in the top pane and Task Form view in the bottom pane.
<i>Tables</i>	All task tables.
<i>Filters</i>	All task filters.
<i>Groups</i>	All task groups

<i>Bar styles</i>	Complete support for all bar styles options for each detail field.
<i>Text Styles</i>	Complete support for the font options for the different text styles.
<i>Timescale formatting</i>	Complete support for all timescale options and formatting, including support for one, two or three tiers, and non-working time settings. In addition, the user can change any of the timescale options for the active view.
<i>Gridlines formatting</i>	Complete support for all gridlines formatting options.

<i>Feature</i>	<i>Description</i>
<i>Supported Views</i>	The standard Task Form view.
<i>Tables</i>	Not used.
<i>Filters</i>	All task filters.
<i>Groups</i>	Not used.
<i>Bar Styles</i>	Not used.
<i>Text Styles</i>	Not used.
<i>Timescale formatting</i>	Not used.
<i>Gridlines formatting</i>	Not used.

<i>Feature</i>	<i>Description</i>
<i>Supported Views</i>	The standard Task Details Form view.
<i>Tables</i>	Not used.
<i>Filters</i>	All task filters.
<i>Groups</i>	Not used.
<i>Bar Styles</i>	Not used.

<i>Text Styles</i>	Not used.
<i>Timescale formatting</i>	Not used.
<i>Gridlines formatting</i>	Not used.

<i>Feature</i>	<i>Description</i>
<i>Supported Views</i>	The standard Task Name Form view.
<i>Tables</i>	Not used.
<i>Filters</i>	All task filters.
<i>Groups</i>	Not used.
<i>Bar Styles</i>	Not used.
<i>Text Styles</i>	Not used.
<i>Timescale formatting</i>	Not used.
<i>Gridlines formatting</i>	Not used.

<i>Feature</i>	<i>Description</i>
<i>Supported Views</i>	The standard Resource Form view.
<i>Tables</i>	Not used.
<i>Filters</i>	All resource filters.
<i>Groups</i>	Not used.
<i>Bar Styles</i>	Not used.
<i>Text Styles</i>	Not used.
<i>Timescale formatting</i>	Not used.

Gridlines formatting | Not used.

<i>Feature</i>	<i>Description</i>
<i>Supported Views</i>	The standard Resource Name Form view.
<i>Tables</i>	Not used.
<i>Filters</i>	All resource filters.
<i>Groups</i>	Not used.
<i>Bar Styles</i>	Not used.
<i>Text Styles</i>	Not used.
<i>Timescale formatting</i>	Not used.
<i>Gridlines formatting</i>	Not used.

<i>Feature</i>	<i>Description</i>
<i>Supported Views</i>	Combination of two views: Resource Sheet or Resource Usage view in the top pane and Resource Form view in the bottom pane.
<i>Tables</i>	All resource tables.
<i>Filters</i>	All resource filters.
<i>Groups</i>	All resource groups.
<i>Bar Styles</i>	Not used.
<i>Text Styles</i>	Complete support for the font options for the different text styles.
<i>Timescale formatting</i>	Not used.
<i>Gridlines formatting</i>	Complete support for all gridlines formatting options.

<i>Feature</i>	<i>Description</i>
<i>Task fields</i>	Cost: Cost1 –Cost10 Date: Date1–Date10 Duration: Duration1–Duration10 Finish: Finish1–Finish10 Flag: Flag1 – Flag20 Number: Number1 – Number20 Start: Start1– Start10 Text: Text1– Text30 Outline Code: Outline code1 – Outline Code10
<i>Resource fields</i>	Cost: Cost1 –Cost10 Date: Date1–Date10 Duration: Duration1–Duration10 Finish: Finish1–Finish10 Flag: Flag1 – Flag20 Number: Number1 – Number20 Start: Start1– Start10 Text: Text1– Text30 Outline Code: Outline code1 – Outline Code10

<i>Feature</i>	<i>Description</i>
<i>Report categories</i>	Dashboards: Cost overview, Project Overview, Upcoming Tasks, Work Overview Resources: Resource Overview Costs: Cost Overruns, Task Cost Overview, Resource Cost Overview
<i>Available Charts</i>	Bars: Clustered Bar, Stacked Bar, 100% Stacked Bar Columns: Clustered Column, Stacked Column, 100% Stacked Column, Line chart, Stacked Line, 100% Stacked Line Line with Markers: Line with Markers, Stacked Line with Markers, 100% Stacked Line with Markers Pie: Pie, Pie of Pie, Bar of Pie, Doughnut Area: Area chart, Stacked Area, 100% Stacked Area, Radar Chart, Radar with Markers, Filled Radar
<i>Chart Elements</i>	The following elements can be modified: Axis, Axis Title, Chart Title, Data Labels, Data Table, Gridlines, and Legend.
<i>Filters</i>	<u>Task</u> : All Tasks, Active Tasks, Completed Tasks, Critical, In Progress Tasks, Incompleted Tasks, Late Tasks, Milestones, Summary Tasks, Tasks Due This Week, Task Starting Soon, Unstarted Tasks, Upcoming Milestones, Using Resources.

	<u>Resource</u> : All Resources, Budget Resources, Resources – Cost, Resources – Material, Resources – Work, Work Complete, Work Incomplete.
<i>Groups</i>	Not used.
<i>Sort</i>	<u>Task</u> : by Start Date, by Finish Date, by Priority, by Cost, by ID <u>Resource</u> : by Cost, by Name, by ID.
<i>Zoom</i>	Complete support for Zoom in and Zoom out features.
<i>Print</i>	<p>Complete support for printing, along with print preview and page setup options for all views and reports.</p> <p>Page Setup dialog options:</p> <ul style="list-style-type: none"> ● Page settings: orientation, scaling (adjust to N% normal size, or fit to N pages wide by M pages tall), paper size ● Margin settings: margin settings, page borders ● Header settings: choose the type of header (file or custom), option for selecting the font, size and color of the text, possibility for entering image in the header, alignment of the text. ● Footer settings: choose the type of footer (file or custom), option for selecting the font, size and color of the text, possibility for entering image in the header, alignment of the text. <p>View settings (calendar view): months per page, only show days in month, only show weeks in month, weeks per page, week height as on screen.</p>
<i>Reset Reports</i>	Supported only predefined text style

<i>Feature</i>	<i>Description</i>
<i>Columns</i>	Field Name, Align Title, Align Data, Width, Header Text Wrapping <u>Views</u> : Gantt Chart view, Task Usage view, Tracking Gantt view, Resource Sheet view, Resource Usage view
<i>Timescale</i>	Tiers: Tier Type (Top, Middle, Bottom), Units, Label, Count, Align, Use Fiscal Year, Tick Lines, Size, Show, Scale Separator Non-Working time, Draw, Color, Pattern Align Title <u>Views</u> : Gantt Chart view, Task Usage view, Tracking Gantt view, Resource Graph view, Resource Usage view
<i>Details</i>	Work, Actual Work, Cumulative Work, Baseline Work, Cost, Actual Cost

<i>Sort By</i>	<u>Views:</u> Task Usage, Resource Usage
	Start, Finish, Priority, Cost, ID <u>Views:</u> Gantt Chart view , Task Usage view, Tracking Gantt view, Leveling Gantt, Bar Rollup view, Task Sheet
<i>Filter for</i>	Cost, Name, ID <u>Views:</u> Resource Sheet, Resource Usage
	Task filters <u>Views:</u> Gantt Chart view , Task Usage view, Tracking Gantt view, Leveling Gantt, Bar Rollup view, Task Sheet
<i>Group by</i>	Resource filters <u>Views:</u> Resource Sheet, Resource Usage
	Task Groups: Complete and Incomplete Tasks, Constraint Type, Critical, Duration, Duration then Priority, Milestones, Priority, Priority Keeping Outline Structure <u>Views:</u> Gantt Chart view , Task Usage view, Tracking Gantt view, Leveling Gantt, Bar Rollup view, Task Sheet
<i>Outline</i>	Resource Groups: Complete and Incomplete Resource, Resource Group, Standard Rate, Work vs. Material Resources <u>Views:</u> Resource Sheet, Resource Usage
	Hide Outline Symbols

<i>Feature</i>	<i>Description</i>
<i>Task fields</i>	% Complete, % Work Complete, Actual Cost, Actual Duration, Actual Finish, Actual Overtime Cost, Actual Overtime Work, Actual Start, Actual Work, ACWP, Assignment, Assignment Delay, Assignment Units, Baseline Budget Cost, Baseline Budget Work, Baseline Cost, Baseline Deliverable Finish, Baseline Deliverable Start, Baseline Duration, Baseline Estimated Duration, Baseline Estimated Finish, Baseline Estimated Start, Baseline Finish, Baseline Fixed Costs, Baseline Fixed Costs Accrual, Baseline Start, Baseline Work, Baseline1-10 Cost, Baseline1-10 Deliverable Finish, Baseline1-10 Deliverable Start, Baseline1-10 Duration, Baseline1-10 Estimated Duration, Baseline1-10 Estimated Finish, Baseline1-10 Estimated Start, Baseline1-10 Finish, Baseline1-10 Fixed Costs, Baseline1-10 Fixed Costs Accrual, Baseline1-10 Start, Baseline1-10 Work, BCWP, BCWS, Budget Cost, Budget Work, Confirmed, Constraint Date, Constraint Type, Contact, Cost, Cost Rate Table,

Cost Variance, Cost1-10, CPI, Created, Critical, CV, CV%, Date1-10, Deadline, Duration, Duration Variance, Duration1-10, EAC, Early Finish, Early Start, Effort Driven, Estimated, External Task, Finish, Finish Slack, Finish Variance, Finish1-10, Fixed Cost, Fixed Cost Accrual, Flag1-20, Free Slack, Group By Summary, Hide Bar, Hyperlink, Hyperlink Address, Hyperlink Href, Hyperlink SubAddress, ID, Ignore Resource Calendar, Indicators, Late Finish, Late Start, Level Assignments, Leveling Can Split, Leveling Delay, Linked Fields, Marked, Milestone, Name, Notes, Number1-20, Objects, Outline Code1-10, Outline Level, Outline Number, Overallocated, Overtime Cost, Overtime Work, Peak, Physical % Complete, Predecessors, Preleveled Finish, Preleveled Start, Priority, Project, Recurring, Regular Work, Remaining Cost, Remaining Duration, Remaining Overtime Cost, Remaining Overtime Work, Remaining Work, Resource Group, Resource Initials, Resource Names, Resource Phonetics, Response Pending, Resume, Rollup, Scheduled Duration, Scheduled Finish, Scheduled Start, SPI, Start, Start Slack, Start Variance, Start1-10, Status, Status Indicator, Stop, Subproject File, Subproject Read Only, Successors, Summary, SV, SV%, Task Calendar, TCPI, TeamStatus Pending, Text1-30, Total Slack, Type, Unique ID, Unique ID Predecessors, Unique ID Successors, Update Needed, VAC, WBS, WBS Predecessors, WBS Successors, Work, Work Contour, Work Variance

Resource fields

Resource fields % Work Complete, Accrue At, Active, Actual Cost, Actual Finish, Actual Overtime Cost, Actual Overtime Work, Actual Start, Actual Work, ACWP, Assignment, Assignment Delay, Assignment Units, Available From, Available To, Baseline Budget Cost, Baseline Budget Work, Baseline Cost, Baseline Duration, Baseline Finish, Baseline Fixed Costs, Baseline Fixed Costs Accrual, Baseline Start, Baseline Work, Baseline1-10 Budget Cost, Baseline1-10 Budget Work, Baseline1-10 Cost, Baseline1-10 Estimated Start, Baseline1-10 Finish, Baseline1-10 Fixed Costs, Baseline1-10 Start, Baseline1-10 Work, BCWP, BCWS, Booking Type, Budget, Budget Cost, Budget Work, Can Level, Code, Confirmed, Cost, Cost1-10, Created, CV, Date1-10, Duration1-10, Finish, Finish1-10, Flag1-20, Generic, Group, Hyperlink, Hyperlink Address, Hyperlink Href, Hyperlink SubAddress, ID, Import, Inactive, Indicators, Leveling Delay, Linked Fields, Material Label, Max. Units, Name, Notes, Number1-20, Objects, Outline Code1-10, Overallocated, Overtime Cost, Overtime Work, Peak, Project, Regular Work, Remaining Cost, Remaining Overtime Cost, Remaining Overtime Work, Remaining Work, Resource Calendar, Resource Group, Resource Initials, Resource Names, Response Pending, Start, Start1-10, SV, TeamStatus Pending, Text1-30, Type, Unique ID, VAC, WBS, Work, Work Variance