



PlanningPME

Schedule easily

Copy / Paste the activity of a resource

I. Description of this feature

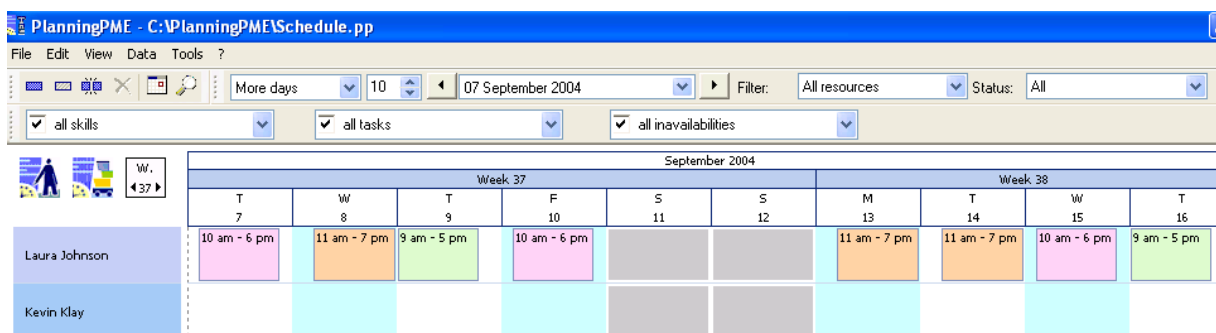
When several of your resources have the same schedule, you can copy the activity of a resource and paste it to another resource.

You will not have to enter the similar schedule again! Just once.

II. How to use this function?

Enter the schedule of one of your resources first.

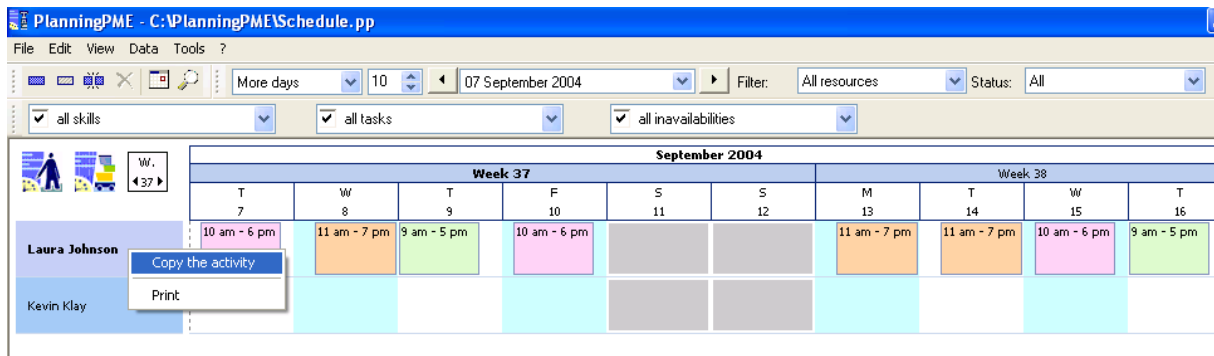
On the example below, we created the schedule of Laura Johnson and we want to create the same schedule for the resource Kevin Klay. Without creating all the schedule task by task.



So, we are going to copy and paste the planning of Laura in the schedule of Kevin.

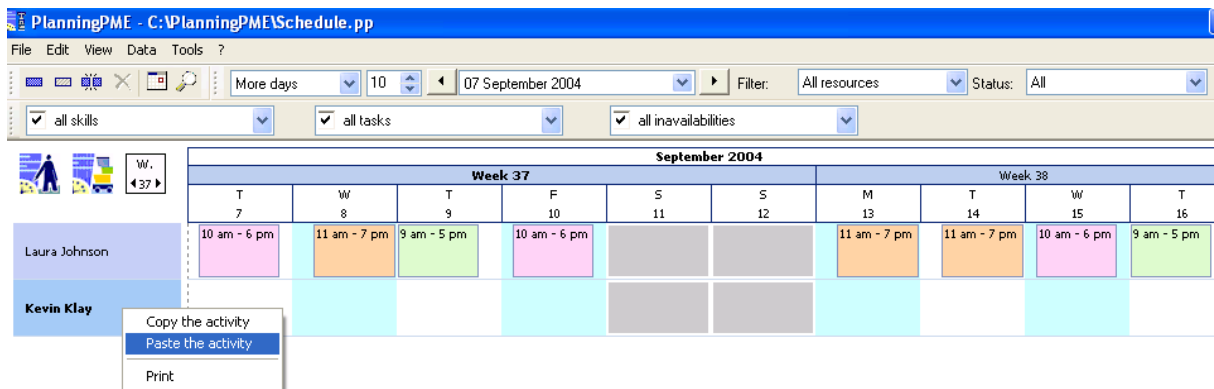


1 – Put your mouse on the resource Laura and click on the right button of the mouse.



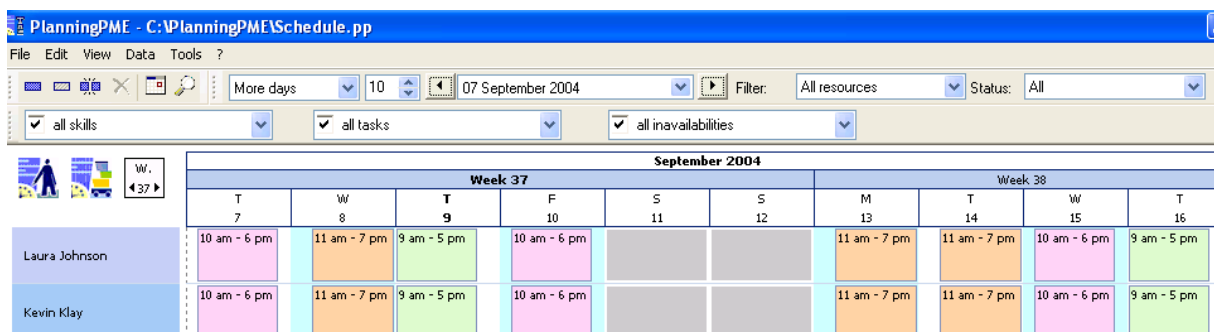
Then, choose « Copy the activity »

2 – Put your mouse on the resource Kevin and click on the right button of your mouse.



Choose « Paste the activity »

3 – Here are the results:



Kevin Klay has the same schedule as Laura Johnson.

Only the tasks that appear on your screen are pasted unless they are periodical tasks.



Thanks to this function, you will save time and have all your resources scheduled easily.

IV. Contact PlanningPME

For any help or information about the software PlanningPME, the team of TARGET SKILLS is at your entire disposal.

PlanningPME

Schedule easily

<http://www.planningpme.net>

TARGET SKILLS

support@planningpme.com

Tel : +33 (0)1 69 44 00 49

Fax : +33 (0)1 69 44 03 49