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## 2.05.03 Gantt Chart

The **Gantt Chart** realizes the project-related bar chart evaluations. A Gantt chart is a diagram for visualizing the time planning of a project. The duration of a work package or project is symbolized by the length of the bar in the time axis. The bars can include both actual and plan data. Events or milestones are displayed as points in time. As parameters for the generated evaluations, the display options (via projects, work packages, milestones, with networking, with date) and the size of the generated JPG image are available for selection.



The mask consists of the following elements:

### 1. Name

- **Name:** In this field the name of the evaluation is defined if it is to be saved (for example, for [time services](#) or to manage the evaluation results).
- **Evaluation:** The Gantt chart evaluation contains the following evaluations:
  - Gantt Diagram
  - Gantt Table
- **Report Compilation:** In this field the new report compilation can be selected.

### 2. Input Data

- **Professional Searches:** This selection box allows you to use professional searches for the input data of the evaluation. However, these professional searches must refer to the supported categories.
- **Search Engine: Quick Search and Category:** Quick search and category: This element is used to filter the selected data from the categories. The document categories Contact, Employee, Project and Unit are available as selection criteria. The operation of the search engine is also described in section 3.02.3 and can be executed here several times if necessary.
- **Input Data:** The selected selection criteria for the evaluation are listed below this field. These input data can come from the professional search, the standard search engine or the personal file.

### 3. Main Parameters

- **Evaluation Period:** This selection box refers to the evaluation period (Start and End elements) and allows a parameterized definition of the period for the time services. This selection (Current week, Current month, ..., Next week, Last week, ...) can also be used to simplify the manual definition of start and end.
- **Start and End:** In these fields, you can enter a time interval as a selection criterion to limit the

analysis period for the evaluation.



## 4. Other Criteria

- **Display Mode:** This element allows you to select the data (actual only, plan only, plan and actual). The Plan only option displays only the plan data, the Actual only option displays only the actual data (from data entry and estimates) and the Plan and Actual option displays both plan and actual data.
- **Main Projects only:** In this selection box you can determine whether only the main projects are to be used for the Gantt chart.
- **Display Projects:** With this selection box you can choose whether the projects and sub-projects should be displayed.
- **Display Work Packages:** With this selection box you can choose whether the work packages should be displayed.
- **Display Processes:** With this selection box you can choose whether the tasks (work packages with several employees) should be displayed.
- **Display Relationships:** With this selection box you can choose whether the relationships should be displayed.
- **Display Milestone:** With this selection box you can choose whether the milestones should be displayed.
- **Display Date:** With this checkbox you can select if the date should be shown.
- **Display Employee:** Use this checkbox to select whether the assigned employees should be displayed for the project structure elements (projects, work packages, milestones).
- **Calculate Costs:** This option is valid for the Gantt table evaluation and controls the use of costs and sales fields in the evaluation.
- **Cost Center:** In this selection box, you can choose cost centers as selection criteria. These cost centers refer to the cost center of the projects and restrict the selection of the considered projects accordingly (only projects that are assigned to this (these) cost center(s) are displayed).
- **Project Type:** In this selection box, you can choose project type as a selection criterion. These types refer to the category of the project and restrict the selection of the project accordingly (only projects assigned to this (these) project type(s) are displayed).
- **Product, Strategy, Benefit, Class:** In these selection boxes, you can choose Product, Strategy, Benefit and Class as selection criteria. These selections refer to the fields with the same name in the project.
- **Status:** In this selection box, you can choose status (passive, active, advance payment, ...) as selection criteria. This status refers to the project specifications and restricts the project selection accordingly (only projects with this status are displayed).
- **Priority:** In this selection box you can choose priority as a selection criterion. These values refer to the priority of the project (even if other priorities are assigned in the work packages) and restrict the selection of the project accordingly.
- **Period:** This selection box specifies the period in which the Gantt chart is to be executed.
- **External Order:** This selection refers to the external indicator of the project and restricts the selection of the project accordingly (only external projects are displayed).
- **Filter Employee Unit:** This option controls whether the project-related unit (checkbox off) or the employee-related unit (checkbox on) should be used for the evaluation.



## 5. Settings for View

- **Width:** This field defines the width in pixels (px) of the graphic evaluation.
- **Line Height:** This field defines the size of the font in points (pt) for the graphical evaluation.
- **Display:** With the help of this selection the generated evaluation can be generated in different formats. Supported formats are HTML (default setting), CSV, XLS, RTF and PDF.
- **Paper Size:** In this selection box, the format of the paper can be specified. Based on the entered size of the sheet, the evaluation is displayed larger or smaller.
- **Landscape:** This option allows the evaluation to be displayed and printed in landscape format.
- **Display Evaluation Parameters:** Here you can select whether the evaluation parameters are to be displayed.



## 6. Results

This tab contains the maximum number of results and the results of evaluations already performed.

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