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2.02.08 Completion (Degree of Completion)

The completion menu allows assigning key data for the project's progress. This information can be used for any report date. The project status is determined from the difference of the planned/actual comparison to the degree of completion of a project. !!!!!!!Die Maske Fertigstellung ermöglicht die Zuweisung von Kennzahlen für den Projektfortschritt. Diese Angaben können zu jedem beliebigen Berichtsdatum erfolgen. Aus der Abweichung vom Plan/Ist-Vergleich zum Fertigstellungsgrad eines Projektes bestimmt sich der Projektstatus.

Tip: For more on this subject see chapter [4.2.07 Schätzungen](#).

The screenshot shows a software window titled "% Fertigstellung DS09-A 75,00". It has a menu bar with "Dokument", "Bearbeiten", and "Ansicht". Below the menu bar are three tabs: "Stammblatt" (selected), "Sonstiges", and "Alle". The main area contains several input fields: "Nummer" with the value "DS09-A", "Projekt" with the value "DS09 Einführung Risikomanagement", "Berichtsdatum" with the value "19.04.2006" and navigation icons, "Fertigstellung" with the value "75 %", "Mitarbeiter" with a dropdown menu showing "Schaub Peter" and icons for copy, paste, and delete, and a "Bemerkung" (comment) text area at the bottom.

The document type consists of the following elements:

- **Number:** This alphanumerical field specifies a unique number for the degree of completion.
- **Project:** In this field the respective project is selected, to which an estimation regarding the grade of completion is made. The projects can be defined and modified in the project menu.
- **Report Date:** This field specifies the report date, to which the estimation regarding the grade of completion is made. This field is automatically occupied with the current date from the system.
- **Completion:** The field degree of completion specifies the estimated project's grade of completion in percent, on the respective report date.
- **Employee:** This field specifies the employee, who estimated the grade of completion. Employees can be administered in the employee menu.
- **Comments:** This field is designated for comments concerning the grade of completion.

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