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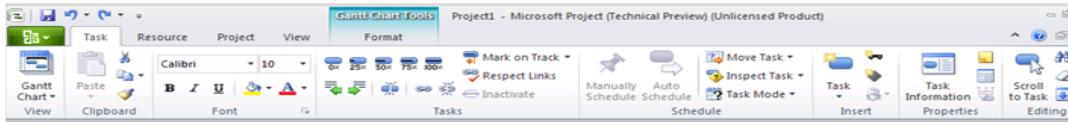
# Microsoft Project 2010

## New Features



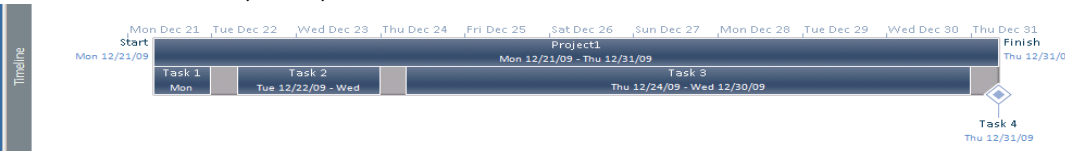
### Ribbon

Project 2007 now has the standard Microsoft Office 2007 Ribbon. No more clunky toolbars or menus!



### Timeline View

With the new Timeline view you can create a high level view of your plan and use other Microsoft Office applications such as Power Point, Excel, etc. to share this information.



### User Controlled Scheduling

User Controlled Scheduling let's you choose whether to manually or automatically schedule tasks. How many times have you had one specific task in your project plan that really needed to be in the plan but needed its own date even though it was dependent on another task? Only had a guess or needed to check with someone on duration? Project 2010 let's you do both of these and so much more!

Task Mode	Task Name	Duration	Start	Finish
Auto Scheduled	Task 1	Check with Bob		
Manually Scheduled	Task 2	2 days	Tue 12/22/09	Wed 12/23/09
Auto Scheduled	Task 3	5 days	Thu 12/24/09	Wed 12/30/09
	Task 4	Not Sure		

### Team Planner

Let's you visually see where resource over allocations are in your plan. From this view, you can drag and drop any over allocated tasks to a different date or resource in order to level your plan.

Resource Name	Task Name	Start	Finish
George Clark	Task 3	Jan 17, '10	Jan 24, '10
Jerry Satz	Task 1	Jan 10, '10	Jan 17, '10
Cosmo Kerry	Task 2	Jan 10, '10	Jan 17, '10
Elaine Bennet			

### Inactive Tasks

Have you ever had a task in your schedule that gets canceled, but you would still like it visible in your schedule for historical purposes? With Project 2010, you now have that capability!

Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names
	Task 1	1 day	Wed 1/13/10	Wed 1/13/10		Cosmo Kerry
	Task 2	5 days	Thu 1/14/10	Wed 1/20/10	1	Elaine Bennet
	Task 3	5 days	Tue 1/19/10	Mon 1/25/10	2FS-2 days	George Clark
	Task 4	0 days	Thu 1/28/10	Thu 1/28/10	3	Jerry Satz

There are many more updates and new features in Microsoft Project 2010. If you would like more information about these new updates and features or our services, please visit our website! [www.pmpspecialists.com](http://www.pmpspecialists.com) (479)220-0758