Evaluated Practice - Calendars

# Requirements

*Open the result file of the* ***unit 1b-2021 calendars***. Once the list of tasks, outlining and scheduling dependencies of the annual shareholder meeting has been completed, the project team has passed the information to the calendar.

# Enable project name

* Enable SUMMARY TASKS
* Henable the TASK SUMMARY of the project (task 0)

# PART 1: RA1 Calendar

1. From a copy of the standard calendar, create a new calendar named: **RA1**.
2. Change the working hours to be as follows:
   * Every Monday: 1pm to 5pm
   * Tuesday to Thursday: from 8:00 am to 12:00 pm.
   * Every Friday from 8:00am to 4pm.
   * Add the following exceptions to the RA1 calendar:
     + No1: May 24, 2021
     + No2: June 01, 2021
     + No3: June 28, 2021
3. The Project Calendar that they must **predefine** as a base, is the one they created with the name of "**RA1**".
   * What happened to the end date?
4. They must  update **the company's schedule**  and workday options and place in the  workday the amount of 4 hours per day and 24 hours per week.
   * What happened to the durations of the activities?
5. They must update the  **timescale**  with the  **RA1 calendar** and place the non-working period with RED.

# Part 2: RA2 Calendar

*Open the result file of the* ***unit 1c-2021 calendars***.

1. From a copy of the standard calendar, create a new base calendar named: **RA2**.
2. Change the working hours to be as follows:
   * Monday to Friday: 8am to 4pm
   * Add the following exceptions:
     + No1: May 24, 2021
     + No2: June 01, 2021
     + No3: June 28 , 2021
     + No4 : The week of May 10 to 14, 2021
3. The Project Calendar that they must **predefine** now is the one they created with the name of "**RA2**".
   * They must update the company options and place the correct number of hours per day and week (8 hrs per day and 40 hrs per week).
   * What happened to the end date of the project?
4. They must update the **time scale**  and place the non-working period with GREEN, but on this occasion, they must also place the drawing of the non-working dates "*in front of the taskbars*". What happened?

---- End of Practice ----