



Traits column

Guides for Merlin Project Express

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Traits column - as of December 2018









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Trait column icons

The **Traits** column contains various icons.

# ▲	Traits	Title
0	!!! 📁 ⌚ → 📎 ✎	▼ New Project
1	!!! ⌚ → 📅	New Activity
2	!!! ⌚ →	New Activity

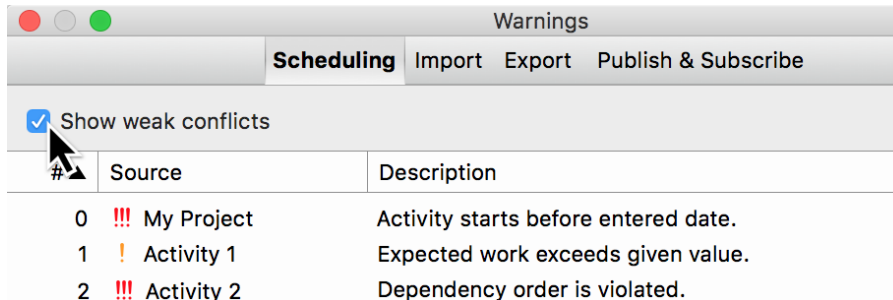
These icons result from different entries already made by the user in the project.

Icon	Name	Meaning	Note
	Project	Row #0 is the project row and is always marked with this icon.	When projects are collapsed, the sub-projects are marked using this icon.
	Attachment	This icon indicates that an activity includes one or more attachments.	Groups, milestones, and assignments also support attachments.
	Alignment »ASAP«	An activity, group, or milestone is aligned with an early start.	This icon is only displayed with backward-planned projects. With a forward-planned project, all activities, groups, and milestones are assigned an ASAP start automatically.
	Alignment »ALAP«	If an activity, group or milestone in a forward-planned project is aligned with a late start, this icon appears.	
	Ellipsis	This icon indicates that further information is available in the Traits column, but not all of it is visible.	Change the column width to display all the icons.
	Calendar	This icon indicates that the activity has a specified calendar.	In the activity Inspector you will find the calendar option under »Advanced«.
	Date	This icon indicates that the activity has a fixed date.	The Inspector must contain an exact activity start or end date.
	Note	This icon indicates that the activity has a note.	The notes tab is located in the activity Inspector.

Icon	Name	Meaning	Note
↔	Resource Pool	This icon means that the resource comes from a resource pool.	

Planning conflicts

If logical problems occur during planning, the planning conflicts appear. The **Warnings** window lists all conflicts with a brief description.



Remove the checkmark next to *Show weak conflicts* and only strong planning conflicts will appear in the list.

Icon	Name	Meaning	Note
!	Planning conflict (<i>weak</i>)	This icon indicates that the activity has at least one weak planning conflict.	Click the icon. A »Warnings« window will open with a list of all planning conflicts in the project together with further information.
!!!	Planning conflict (<i>strong</i>)	This icon indicates that the activity has at least one strong planning conflict.	In contrast to a weak conflict, a strong planning conflict prevents planning. This could be because the activity commences before the project starts. This issue will need to be resolved.