



Title column

Guides for Merlin Project Express

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Title column - as of September 2020

Group	1
Assignment	1

The **title column** includes the titles of the activities, groups, milestones, and assignments. Two icons are used in the title column: one black and one light triangle.

The triangles indicate groups (black) and assignments (light).

Group



This icon indicates a **group**. Click the triangle to expand or collapse the group.

This allows you to show or hide all group content.

Assignment



This icon indicates that an activity, group or milestone has one or more assignments. Click the triangle to see the assigned resource.



The menu items **Structure** → **Expand** and **Structure** → **Collapse** let you expand or collapse several groups and assignments simultaneously.