



Work and duration

Guides for Merlin Project Express

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Work and duration - as of December 2018

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Work

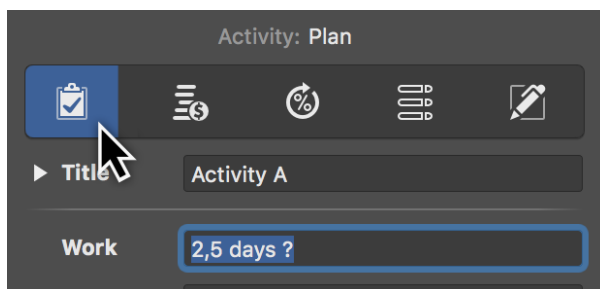
In Merlin Project Express there are three values that are important when planning a project: *Work*, *Duration* and *elapsed Duration*.

The most frequently used value is **work**. This lets you specify the **effort** for **completing** an **activity** based on the **working time** set in the **project**.



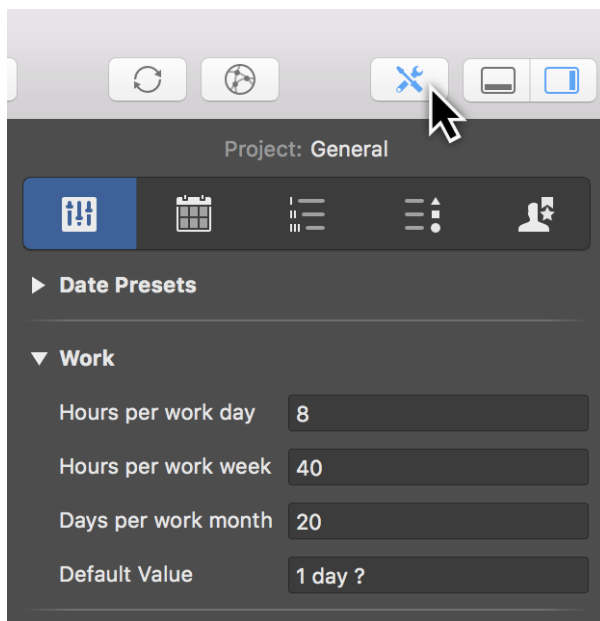
The **working time** is set individually in the project settings. The working time defined in the project calendar affects the work and duration of the project.

For example, an **activity** that requires **2.5 days** of **work** requires **20 hours** (elapsed: 52 *ehours*) by default [where the prefix "e" denotes "elapsed"].



How does Merlin Project Express calculate Duration out of the given Work?

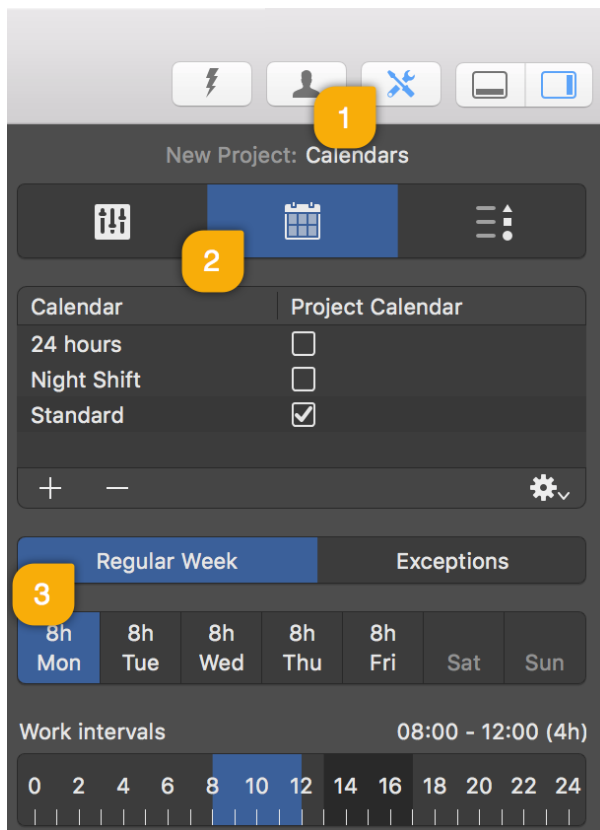
By default and according to settings (**Settings** > **General** > **Work**) there are 8 hours per work day. 2.5 days of work require 20 hours of duration.



How does Merlin Project Express calculate elapsed Duration?

The elapsed duration is the work plus the free time contained.

By default and according to the settings (**Settings > Calendars**) a regular work day starts at 8am, contains a lunch break between 12am and 1pm and ends at 5pm.

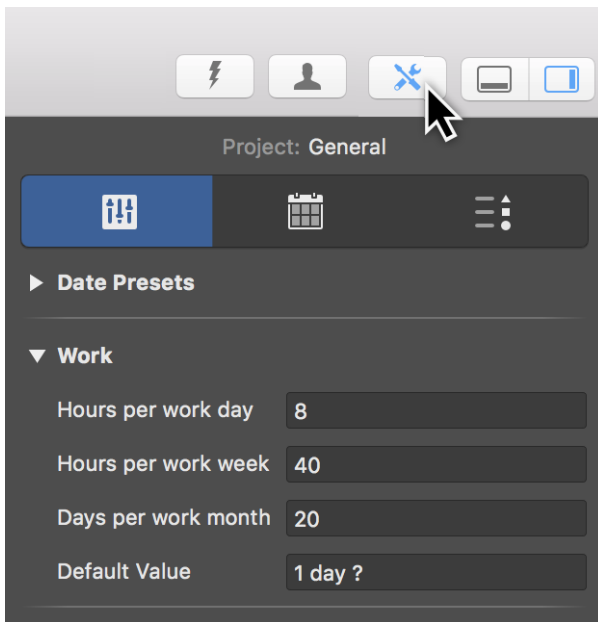


An activity with the planned **2.5 days** of work, which starts at 8am requires for the first 8 hours (four in the morning, four in the afternoon) on the first day 9 consecutive hours (*ehours*).

The works stop at 5pm and start next day at 8am. So there are 15 hours of **free time**. From 8am until 5pm on the second day there are further 8 hours, until once again at 5pm 15 hours of free time start again.

The remaining 4 hours can be scheduled on the third day to start at 8am and finish at 12am. So to the 20 hours of work, you add 32 hours of free time which calculates as 52 ehours in total.

Work settings



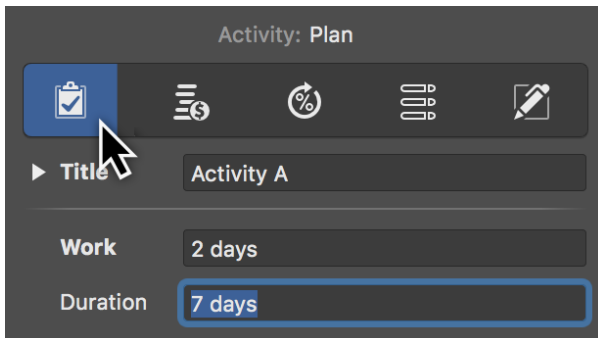
If you change the values for work in the project calendar, you might want to adjust the **Settings > General > Work** setting as well.



The **?** after **Default Value**, or in **Planned Work**, is only an indication that this activity has an estimated value that can change. It has **no impact** on project **planning**. The **Default Value** for work is set in **Settings > General > Work**. You may remove the question mark there.

Duration

The **Duration** value lets you manage activities which have **no work** or which, **in addition to work**, cover a specific **time period**.



Activity: Plan

Title: Activity A

Work: 2 days

Duration: 7 days

Example: Tiling

The **Lay screed** activity has a planned work of **1 day** and requires approx. **6 weeks** of drying time. The **6 weeks** are entered as **eduration**.

#	▲	Traits	Title	Given Work	Given Duration	Q2 / 2018	
						05	06
0		📅🕒	▼ Project			Project	
1			Lay Screed	1 day	6 eweeks	Lay Screed	
2			Tile Work	2 days			Tile Work

Although a **builder** only needs **one day** of **work**, the activity takes **6 consecutive weeks**.

Only after the **6 weeks** have elapsed can the **tiling** activity take place.



You can select whether to enter the value as a **duration** or **consecutive duration**.

Elapsed duration

Always use **elapsed duration** if an activity exceeds the **working time**. It also covers non-working time.



The **elapsed duration** is also referred to as **consecutive duration**.

The **elapsed duration** is always based on the usual **calculation of time**, i.e. one day corresponds to **24 hours**, one **week** corresponds to seven days and one year has **365 days**.

Activity: Plan

▶ Title Activity A

Work

Duration 2 edays



Every **time unit** supported by Merlin Project Express can be entered as a elapsed duration in the **Duration** field using the prefix **e**.

Example: 24-hour activity

Enter the value **1 eday** as the **Default duration** for an activity. If the activity starts at 8am, Merlin Project Express will schedule it to end the next day at 8am.

▼	Expected
Status	Future
Start	28/05/2018 at 08:00
End	29/05/2018 at 08:00
Work	1 day
Duration	1 day (1 eday)

In the **Inspector** you can see all planning values under **Expected**.