



Title column

Guides for Merlin Project

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Title column - as of June 2018

Title column	1
Group	1
Assignment	1

Title column

The **title column** contains the titles of the activities, groups, milestones and assignments. Two symbols are used in the title column. It is a black and a light triangle.

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

Group



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

This allows all group contents to be shown or hidden.

Assignment



This symbol indicates that one or more assignments exist for the activity, group, or milestone. Click on the triangle to see the assigned resource.



With the menu items **Structure** → **Expand** and **Structure** → **Reduce** several groups and assignments can be expanded and collapsed simultaneously.