



# Time range

Guides for Merlin Project

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## Time range - as of June 2018

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## Note for Merlin Project Express users



The following functions can only be found in [Merlin Project](#).

## Time range

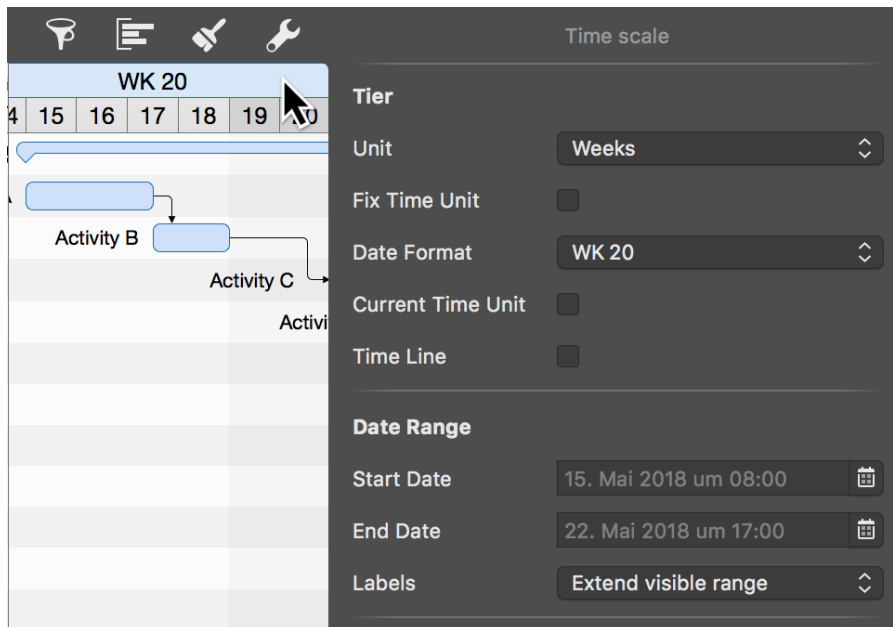
The option **time range** contains settings for the restriction of the visible time range in the project.

This is especially helpful for large projects. Periods in the past can be hidden. The focus is on the visible time range.

## Time range restrict

The time range is determined in the Inspector for the **time scale**.

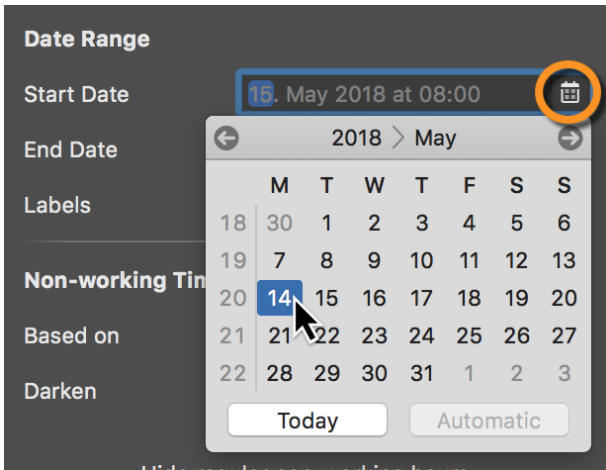
Click on the time scale. The inspector will appear. This contains the options for the **time range**.



Specify the desired **start** and **end date** for the display of the time range. To do this, click on the calendar icon and the desired date.



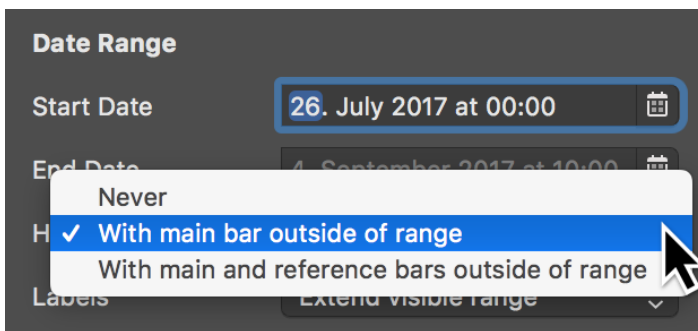
If you leave the **end date** blank, the end of the project is automatically adopted as the **end date** for the end of the time range.



If the time range is set, the display of the project is automatically restricted to the specified time period. A **blue bar** above the Gantt diagram (1) indicates the activated time range.

### Hide rows

Another option appears in the Inspector that you can use to control the display of hidden rows in the outline.



You have three options to choose from:

- **Never**
- **With main bar out of range** (*standard*)
- **With main and reference bars out of range**

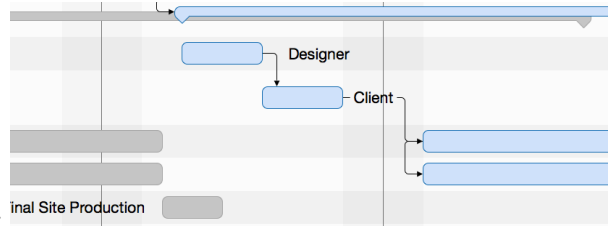
**Never** shows all rows, for example the rows with link lines that are in the time domain but the corresponding activity bars are not visible in the time domain.

**With main bar outside the range** refers to all lines that contain an activity bar but are not in the time range.

**With main and reference bars outside the range** all lines are meant which contain an **activity bar** and a **reference bar** but which are not in the time range.



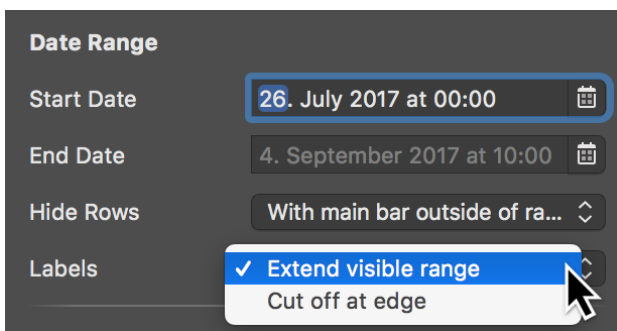
**Reference bars** are the grey bars that represent the originally planned state of the process. They can be controlled in the **Display options** with



the option **Secondary**.

## Labels

The **Labels** drop-down menu contains settings for controlling the display of labels in the activated time range.



With the default option **Expand visible area**, the labels are displayed in full.

With the option **Cut off at edge**, the labels are cut off at the edge of the time range.