



Given values

Guides for Merlin Project

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Given values - as of November 2020

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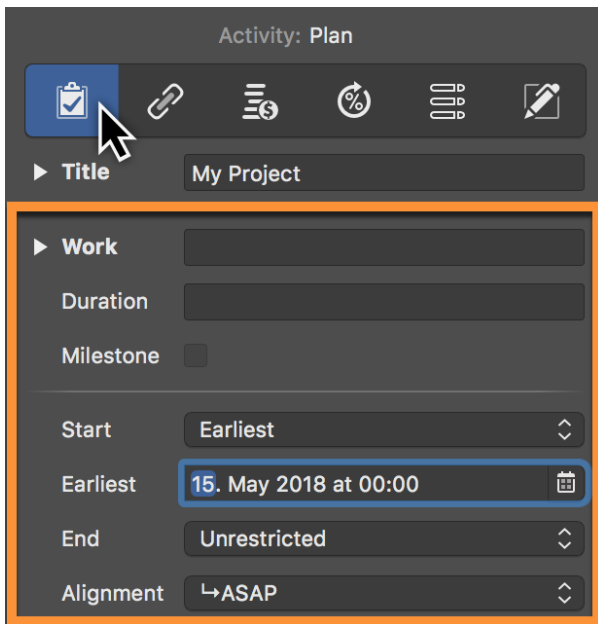
Given values are presets required for planning. As a project manager, you choose the presets based on your experience and other requirements for the planned course of the project.

Given values can be used to define work, duration, start and end dates, calendar and alignment settings for the respective activities in the project.

Insert a new column and type *Given*. Merlin Project will list all columns with **Given values** that are available for the project and its individual elements.

Given Work	Given	Given Earliest Start	Resol
	Given Alignment		
	Given Calendar		
2,5 days ?	Given Calendar Mode		
1,5 days ?	Given Duration		
	Given Duration Absolute		
	Given Earliest End		
3 days ?	Given Earliest Start		
	Given End		
	Given Latest End		
	Given Latest Start		
	Given Start		
	Given Work		
	Given Work Absolute		
	Given Work Overtime		
	Given Work Overtime Absolute		
	» Less		

The Given presets for **work**, **duration**, **start**, and **end** are most frequently required for planning. They can be visible in the outline or hidden if not required. Most of the **Given values** are editable in the outline and the *Plan* inspector.



For *dynamic planning*, simply configure a preset for the [work](#) or [duration](#) and link the activities, groups, and milestones using dependencies. Merlin Project will then calculate the **Planned** and **Expected** values from the presets.

Given Work

Per default new activities are created by a *Given Work* of '1 day ?'.

You can choose to show the value of *Given Work* in the outline and edit it there. The value of *Given Work* is also shown in the *Work* field of the *Plan* inspector, where you can also edit it.

Given Work Absolute

Given Work Absolute is a calculated value and cannot be edited.

You can choose to show the value of *Given Work Absolute* in the outline.

It calculates based on the value of *Given Work*. If you enter the *Given Work* as time duration, *Given Work Absolute* calculates the same value.

If you enter the *Given Work* as a fraction of the work, *Given Work Absolute* calculates the amount based on the *Given Work* defined in a higher level activity group.

Example

Activity group is defined by **effort** of 10 days, thus *Given Work* **10 days**. Child activity

within is defined by 25% of the **effort**, thus *Given Work 25%* The *Given Work Absolute* of the child activity will calculate as **2.5 days**.

Given Duration

Per default new activities are created by blank duration. That means, that the *Given Duration* column is empty and that *Given Work* value defines the duration of the activity as well.

To change the *Given Duration* of existing activities, select the activity row and use the *Plan* inspector to enter the desired value in the *Duration* field.

You can choose to show the value of *Given duration* in the outline and edit it there.

Given Start / End

Per default new activities are created by blank start or end dates. That means, that *Given...* date columns are empty and that dependencies or the date constrains and durations of higher level activity groups define the start or end of the new activities.

To set a *Given Start* for an existing activity, select the activity row and use the *Plan* inspector to select a Precise Start or End date.



For flexible planning and easier adjusting through-out your project's life time, we recommend you define as less start and end dates as possible, and as many as absolutely binding to your deliverables.

Given Earliest Start / Earliest End

Per default new activities are created by blank start or end dates. That means, that all *Given...* date columns are empty and that dependencies or the date constrains and durations of higher level activity groups define the start or end of the new activities.

To set a *Given Earliest Start* or *Given Earliest End* for an existing activity, select the activity row and use the *Plan* inspector to select a Earliest Start or Earliest End date.



For flexible planning and easier adjusting throughout your project's life time, we recommend you define as less start and end dates as possible, and as many as absolutely binding to your deliverables.

Given Latest Start / Latest End

Per default new activities are created by blank start or end dates. That means, that all *Given...* date columns are empty and that dependencies or the date constrains and durations of higher level activity groups define the start or end of the new activities.

To set a *Given Latest Start* or *Given Latest End* for an existing activity, select the activity row and use the *Plan* inspector to select a Latest Start or Latest End date.



For flexible planning and easier adjusting throughout your project's life time, we recommend you define as less start and end dates as possible, and as many as absolutely binding to your deliverables.



If you have to define for an activity all four date values (Given Earliest Start, Given Latest Start, Given Earliest End, Given Latest End) select the activity row and use the *Plan* inspector to select Between for Start and End dates.

Given Calendar

Per default new activities are scheduled according to the project calendar.

To change the *Given Calendar* of existing activities to another calendar of your project, select the activity row, use the *Plan* inspector, expand the **Advanced** options and select the desired item from *Calendar* list.

You can choose to show the value of *Given Calendar* in the outline and edit it there.

Given Alignment

Per default new activities are scheduled according to the project's direction.

In a forwards planned project, new activities are inserted by the ASAP Alignment. In a backwards planned project, new activities are inserted by the ALAP Alignment.

To change the *Given Alignment* of existing activities, select the activity row, use the *Plan* inspector and select the desired option from the *Alignment* list.

You can choose to show the value of *Given Alignment* in the outline and edit it there.