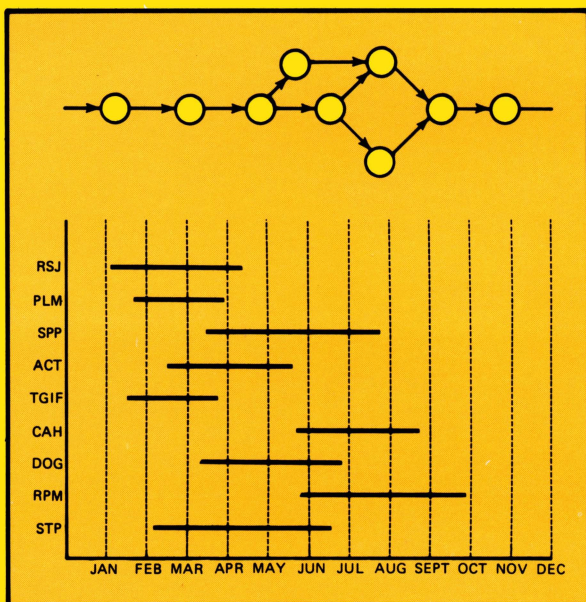


# PROJECT MANAGER REFERENCE CARD

CATALOG NO.  
26-1580



## Radio Shack®

A DIVISION OF TANDY CORPORATION  
FORT WORTH, TEXAS 76102

# / Commands

## A — D

### Commands

### Definitions

<b>(A)</b>	Alters task indicated by cursor.
<b>(A)(D)</b>	Alters description caption display.
<b>(A)(K)</b>	Alters schedule of project or task displayed.
<b>(A)(N)</b>	Alters duration caption display.
<b>(A)(R)</b>	Displays prompt that allows for alteration in resource caption display.
<b>(A)(S)</b>	Alters successor caption display.
<b>(A)(T)</b>	Alters title caption display.
<b>(B)</b>	Begin new project or task.
<b>(C)</b>	Computes critical path analysis at current level.
<b>(D)</b>	Deletes indicated project or task.

## E — I

### Commands

### Definitions

<b>(E)</b>	Edits task indicated by cursor.
<b>(E)(B)</b>	Edits Begin date of task.
<b>(E)(D)</b>	Edits description of task.
<b>(E)(E)</b>	Edits End date of task.
<b>(E)(M)</b>	Edits Time Manager code.
<b>(E)(N)</b>	Edits duration of project or task.
<b>(E)(R)</b>	Edits resource.
<b>(E)(R)(I)</b>	Deletes resource indicated by cursor.
<b>(E)(S)</b>	Edits successor.

## **E** — **I** (cont'd)

### **Commands**

**E T**

**I**

**I D**

**I M**

**I W**

**I Y**

### **Definitions**

Edits title.

Changes interval as follows:

Changes interval to days.

Changes interval to months.

Changes interval to weeks.

Changes interval to years.

## **L** — **R**

### **Commands**

**L**

**L D**

**L G**

**L M**

**L P**

**L R**

**L T**

**M**

**M D**

**M M**

**M W**

**M Y**

**P**

**Q**

**R**

### **Definitions**

List task structure as follows:

Detailed data mode.

Gantt chart.

Time chart.

PERT chart.

Resource chart.

Task chart.

Set default duration multiplier as follows:

Days.

Months.

Weeks.

Years.

Print task structure.

Plot task structure.

Replicate project or task.

# **/Commands** (cont'd)

## **S — U**

### **Commands**

### **Definitions**

<b>(S)</b>	Changes information displayed on screen as follows:
<b>(S D)</b>	Changes description.
<b>(S K)</b>	Changes schedule.
<b>(S N)</b>	Changes duration.
<b>(S R)</b>	Changes resource.
<b>(S T)</b>	Changes title.
<b>(T)</b>	Transfers schedule information to Time Manager.
<b>(T A)</b>	Transfers all project schedules and tasks, within specified range of dates on Project Manager data disk, to Time Manager.
<b>(T P)</b>	Transfers schedule for one project and its tasks to Time Manager.
<b>(U)</b>	Updates schedule information from Time Manager.
<b>(U A)</b>	Updates all Project Manager projects by inserting mandatory Begin and End Dates based on actual Start and End dates entered in Time Manager.
<b>(U P)</b>	Updates current Project Manager project by inserting mandatory Begin and End Dates based on actual Start and End dates entered in Time Manager.