Step 2 : Adding areas and a first task

You're now going to:

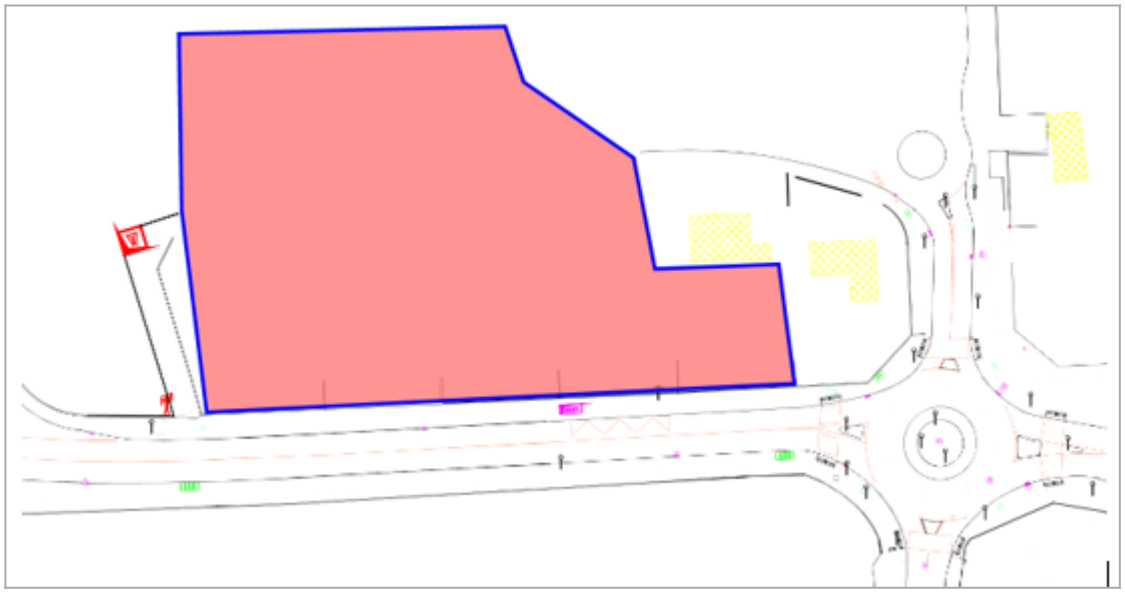
- add two areas
- associate a first task to one of those areas.

Adding a first area by drawing a polygon

You're now going to create the two first areas of your project.

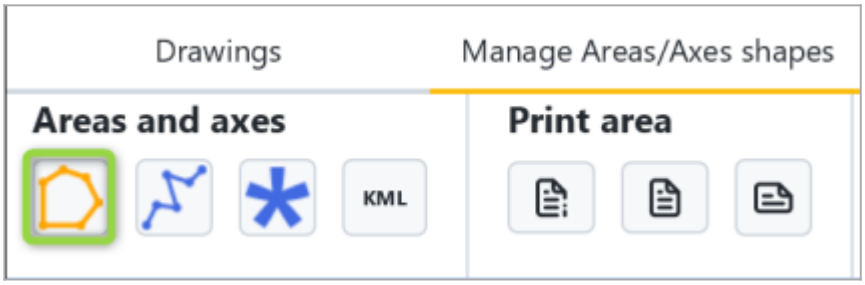
> To adjust the size and position of the drawing:
>
> - Zooming: Ctrl-MouseWheel to zoom in or out quickly / Alt-Wheel to zoom more finely.
> - Moving the drawing: click with the mouse wheel on the drawing, then move it.

The first area will be created by drawing a polygon, namely the "**Main facilities**" area (blue shape below).



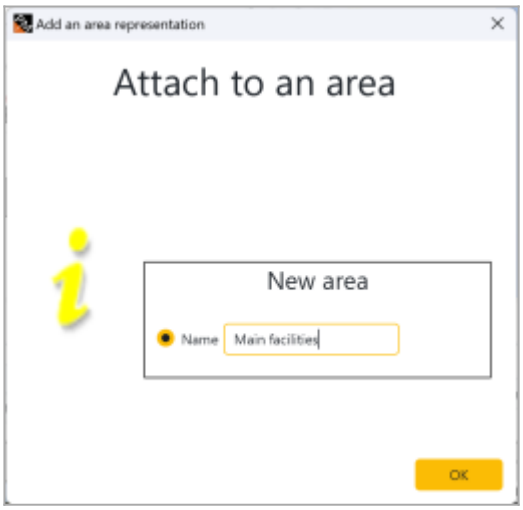
Note: the frame and background colors are used in this tutorial to help you locate areas: you don't have to change them as such.

Click on the "Create area" button in the ***Manage Areas/Axes shapes*** tab:

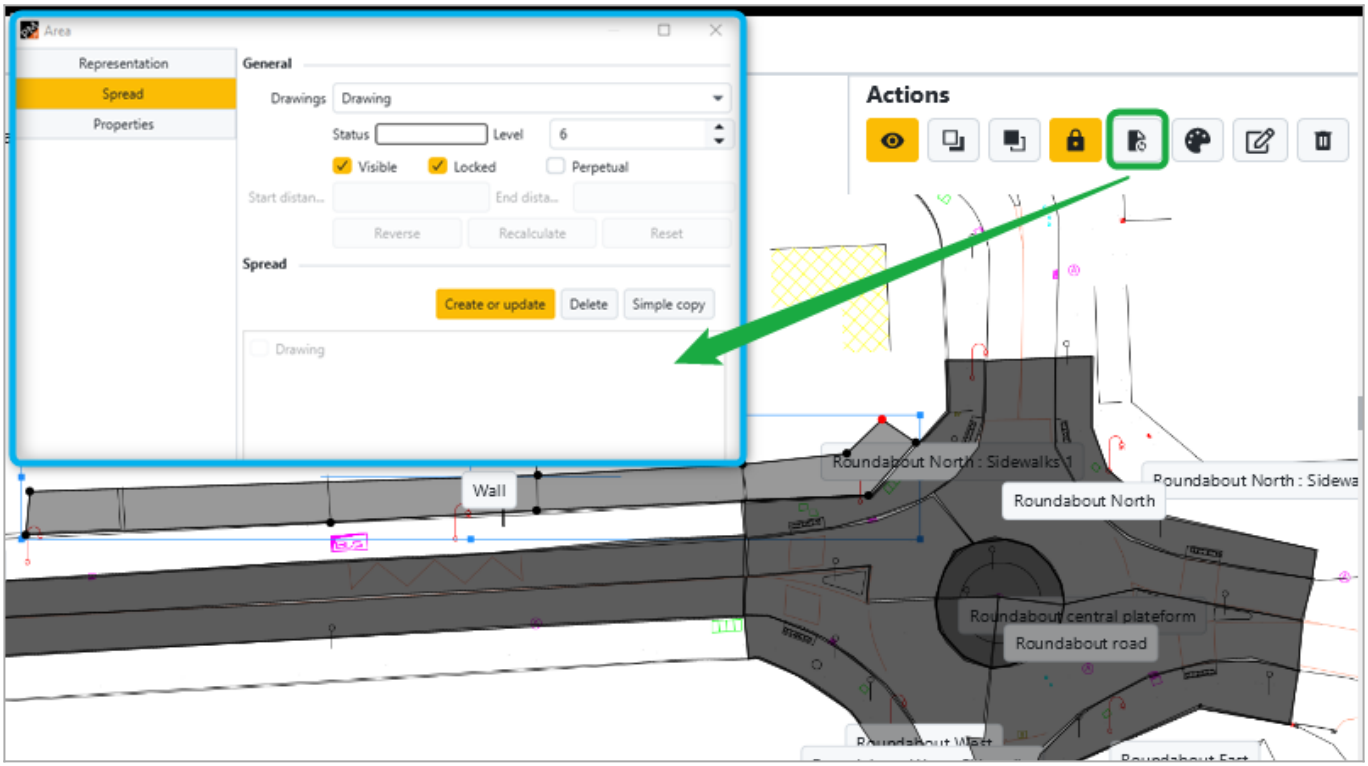


Then define your polygon's nodes using the mouse left button. A right-click will close the polygon and finish your area creation.

A window appears to associate the shape you just created to an existing area, or to a new area:



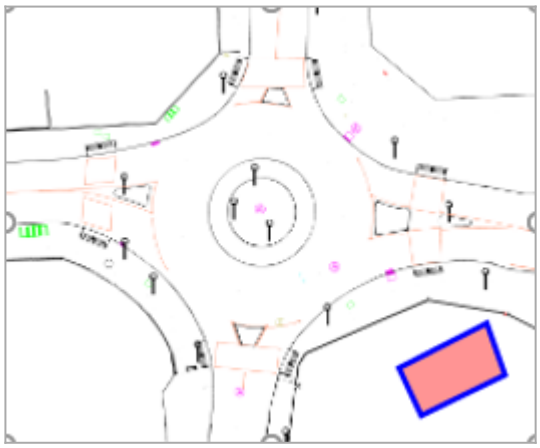
Beware ! By default the area shape is only attached to the drawing on which it has been drawn. To attach it to other plans, left-click on the area then click on the ***Spread*** button(here we also associate the area shape to the “Initial situation” drawing:



Adding an area by drawing a polygon

Adding a second area from the final drawing

Now you're going to add a second area, but starting from the “Final situation” drawing, since this is the area of the buildings you've hidden on the “Initial situation” drawing:

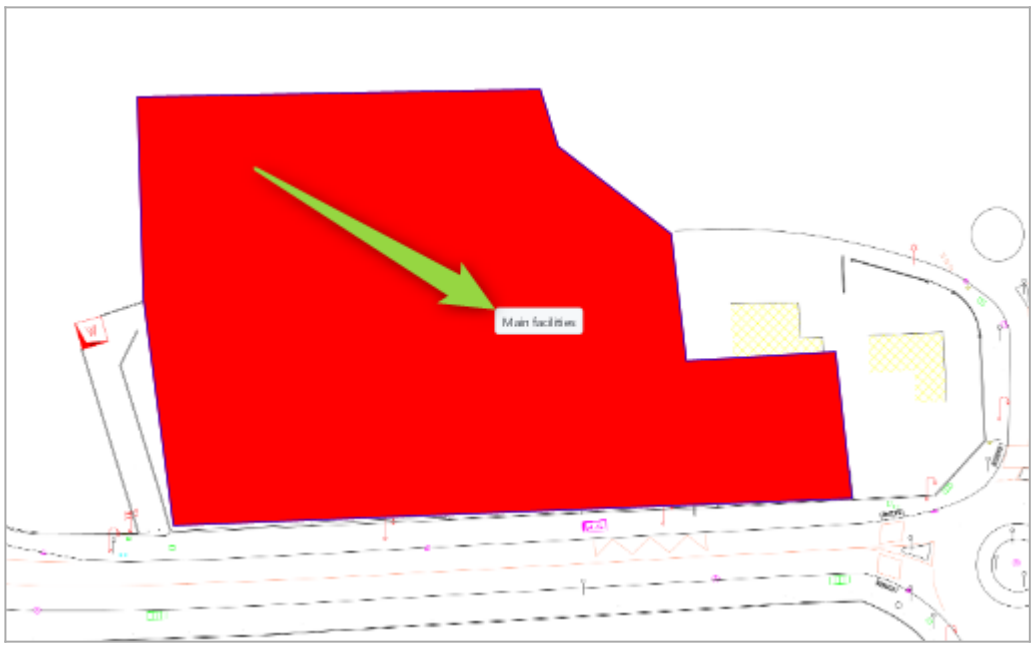


You'll name it “**Secondary facilities**”. To do so, change the current drawing from the “Drawings and phases” tab of the upper menu to display the 'Final situation' drawing and draw your area.

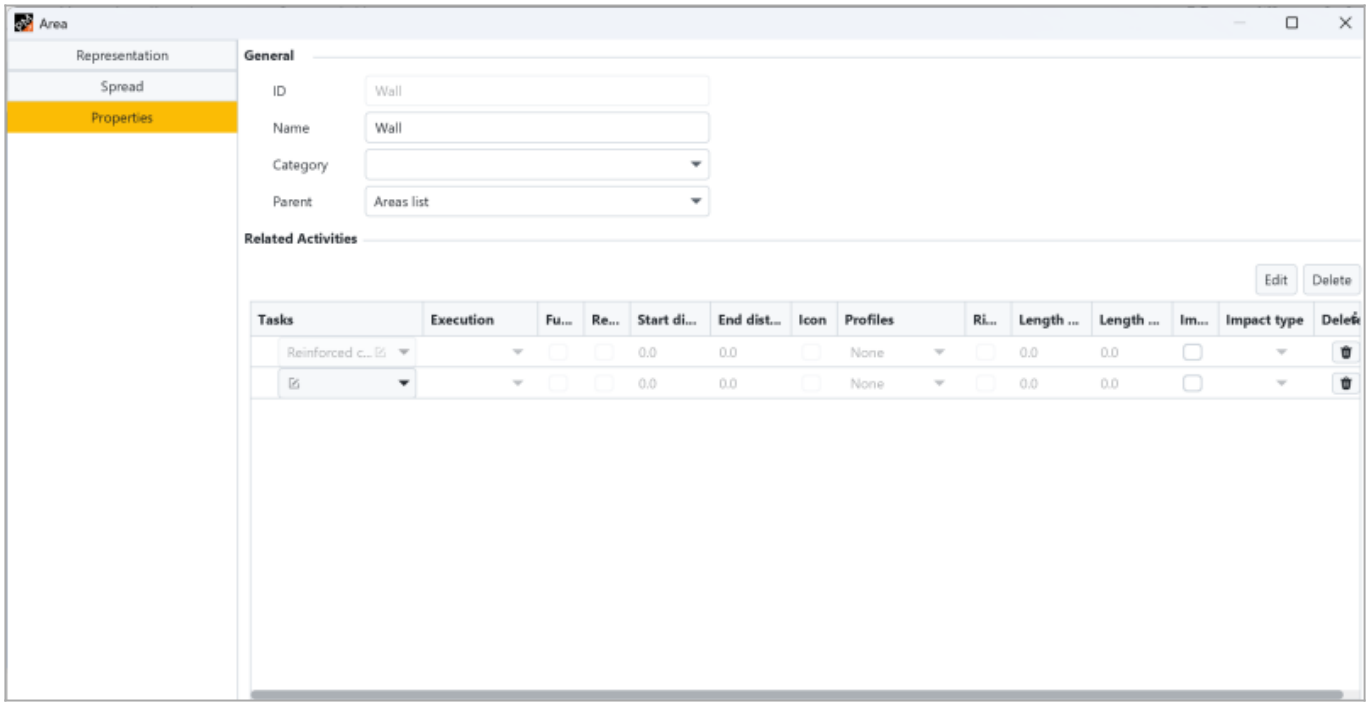
Adding a task to the "Main facilities" area

You'll now add the task “**Construction facilities**” to the “Main facilities” area.

Click on the area label (here “Main facilities”) :

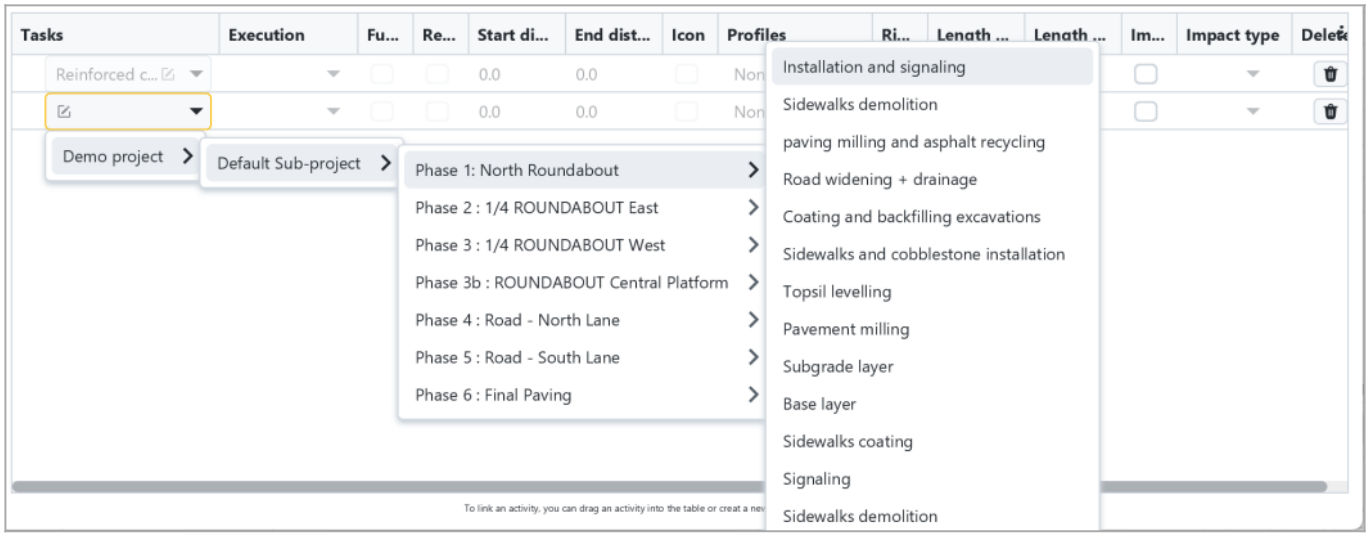


The following window pops up:



Select the activity you want to associate:

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support@projetlineaire.com

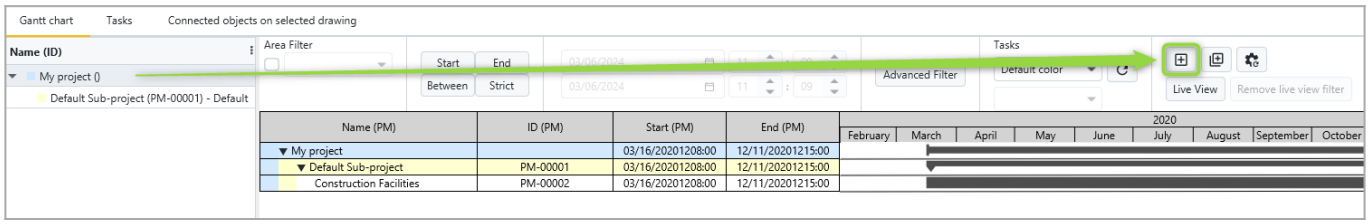


Your task is now associated with the area.

Simple addition of a task directly to an area

Et wa are now going to create a first summary task corresponding to the first phase of our project.

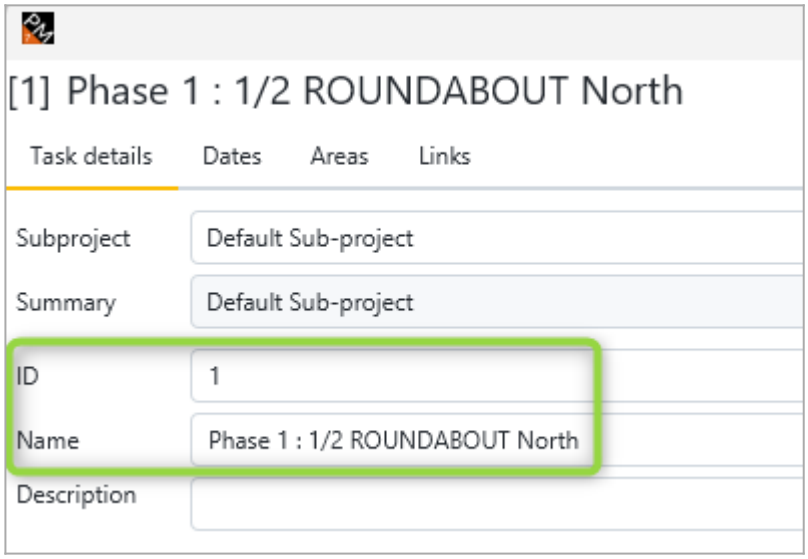
To create a summary task, click on the Project in the left panel explorer of the Gantt chart, then click on the “Add a task” button:



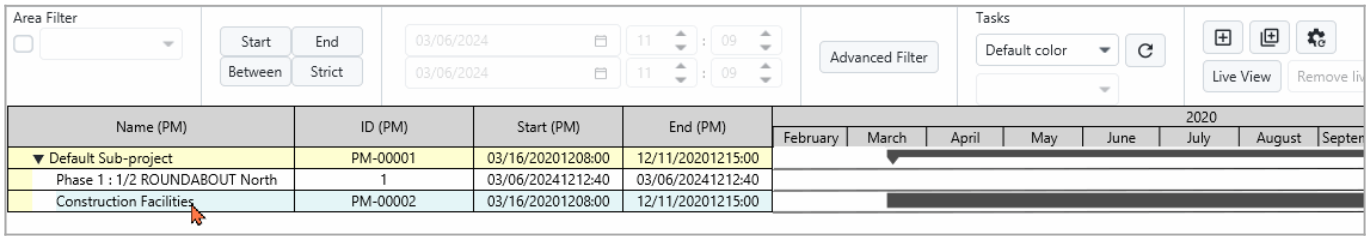
In this example we'll create the following summary task:

- name: “Phase 1 : 1/2 ROUNDABOUT North”
- ID: '1'

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After clicking on OK, you can see in the Gantt chart that the task has been created, but as a simple task. To turn it into a summary task, simply drag and drop a child task into it. Here we'll do it with the “Construction facilities” task:



Creation of summary tasks

You can now close the “Main facilities” window and head to step 3 of this tutorial!

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