

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.



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:



Drawings	Manage Areas/Axes shapes
Areas and axes	Print area
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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:

🔀 Add an area n	epresentation	×
	Attach to an area	
1	New area	
	-	ok

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:

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Select the activity you want to associate:

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	Demo project	Default Sub project							paving milling and asphalt recycling			
		Delault Sub-project	. /	Phase '	1: North Rour	ndabout		>	Road widening + drainage			
				Phase 2	2 : 1/4 ROUN	DABOUT East		>	Coating and backfilling excavations			
				Phase 3	3 : 1/4 ROUN	DABOUT Wes	t	>	Sidewalks and cobblestone installation			
				Phase 3	3b : ROUNDA	BOUT Centra	l Platfor	m >	Topsil levelling			
				Phase 4	4 : Road - No	rth Lane		>	Pavement milling			
				Phase !	5 : Road - Sou	uth Lane		>	Subgrade layer			
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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:

Gantt chart Tasks Connected object	s on selected drawing				
Name (ID)	Area Filter	End 03/06/20	24 🕅		Tasks
My project () Default Sub-project (PM-00001) - Default	Between	Strict 03/06/20	24 🗎	11 🗘: 09 🗘	Advanced Filter
	Name (PM)	ID (PM)	Start (PM)	End (PM)	2020 February March April May June July August September October
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	Default Sub-project	PM-00001	03/16/20201208:00	12/11/20201215:00	V
	Construction Facilities	PM-00002	03/16/20201208:00	12/11/20201215:00	

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

- name: "Phase 1 : 1/2 ROUNDABOUT North"
- ID: '1'

24	
[1] Phase 1	I : 1/2 ROUNDABOUT North
Task details	Dates Areas Links
Subproject	Default Sub-project
Summary	Default Sub-project
ID	1
Name	Phase 1 : 1/2 ROUNDABOUT North
Description	

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:

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Creation of summary tasks

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