



OCEANFILE MARINE LIMITED

Oceanfile Fleet Management System

Project Manager

Version 7.0

© Oceanfile Marine Limited 2016

Carmichael House

60 Lower Baggot St

Dublin 2, Ireland

Web: www.oceanfile.com

Email: info@oceanfile.com

Contents

- 1. Overview 4**
- 2. Feature Summary 5**
- 3. Projects Index..... 6**
 - Add New Project..... 7*
- 4. Project Editor 8**

1. Overview

The project manager provides a means to manage and visualise projects using a Gantt type visual project editor.

The project editor provides tree list and timeline views to show a project's start/end date, tasks progress, relationships between tasks, milestones and other components of a project.

2. Feature Summary

Feature

Powerful editor for creating and managing projects

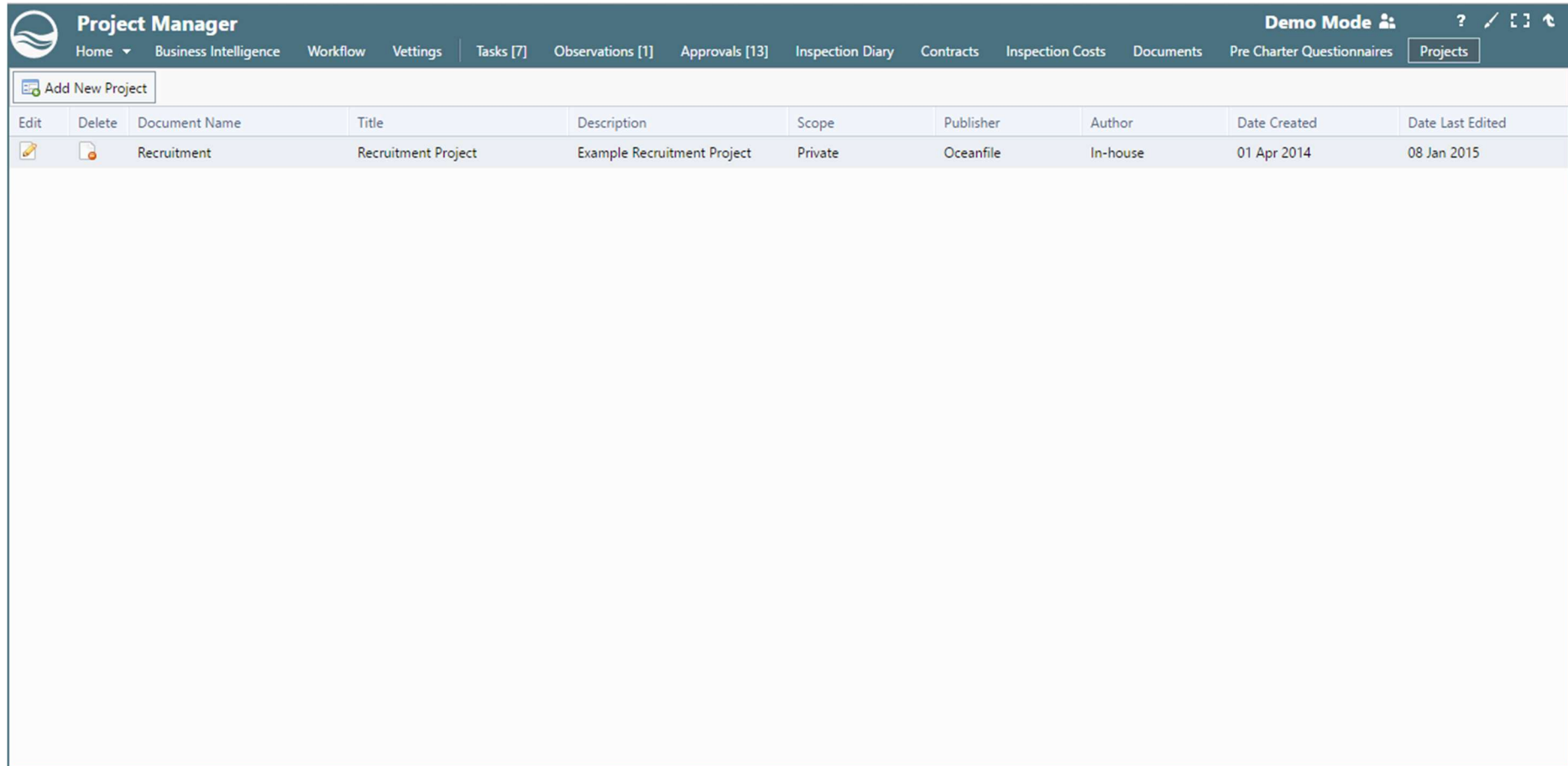
Day, Week, Month and Year views

Integrated sorting, reordering and resizing

Column Show/Hide

New

3. Projects Index





The screenshot displays the 'Project Manager' application interface. At the top, there is a navigation bar with the 'Project Manager' logo and title on the left, and 'Demo Mode' with user icons on the right. Below the navigation bar is a menu with options: Home, Business Intelligence, Workflow, Vettings, Tasks [7], Observations [1], Approvals [13], Inspection Diary, Contracts, Inspection Costs, Documents, Pre Charter Questionnaires, and Projects. A 'Add New Project' button is located below the menu. The main content area features a table with the following columns: Edit, Delete, Document Name, Title, Description, Scope, Publisher, Author, Date Created, and Date Last Edited. A single project is listed in the table.

Edit	Delete	Document Name	Title	Description	Scope	Publisher	Author	Date Created	Date Last Edited
		Recruitment	Recruitment Project	Example Recruitment Project	Private	Oceanfile	In-house	01 Apr 2014	08 Jan 2015

The projects manager opens with a list of any existing projects.

The list contains information about existing projects including the project name, title, description, scope, publisher, author, date of creation and last edit date.

The *Edit*  icon, opens a project editor as described further below.

The *Delete*  icon deletes a project from the list.

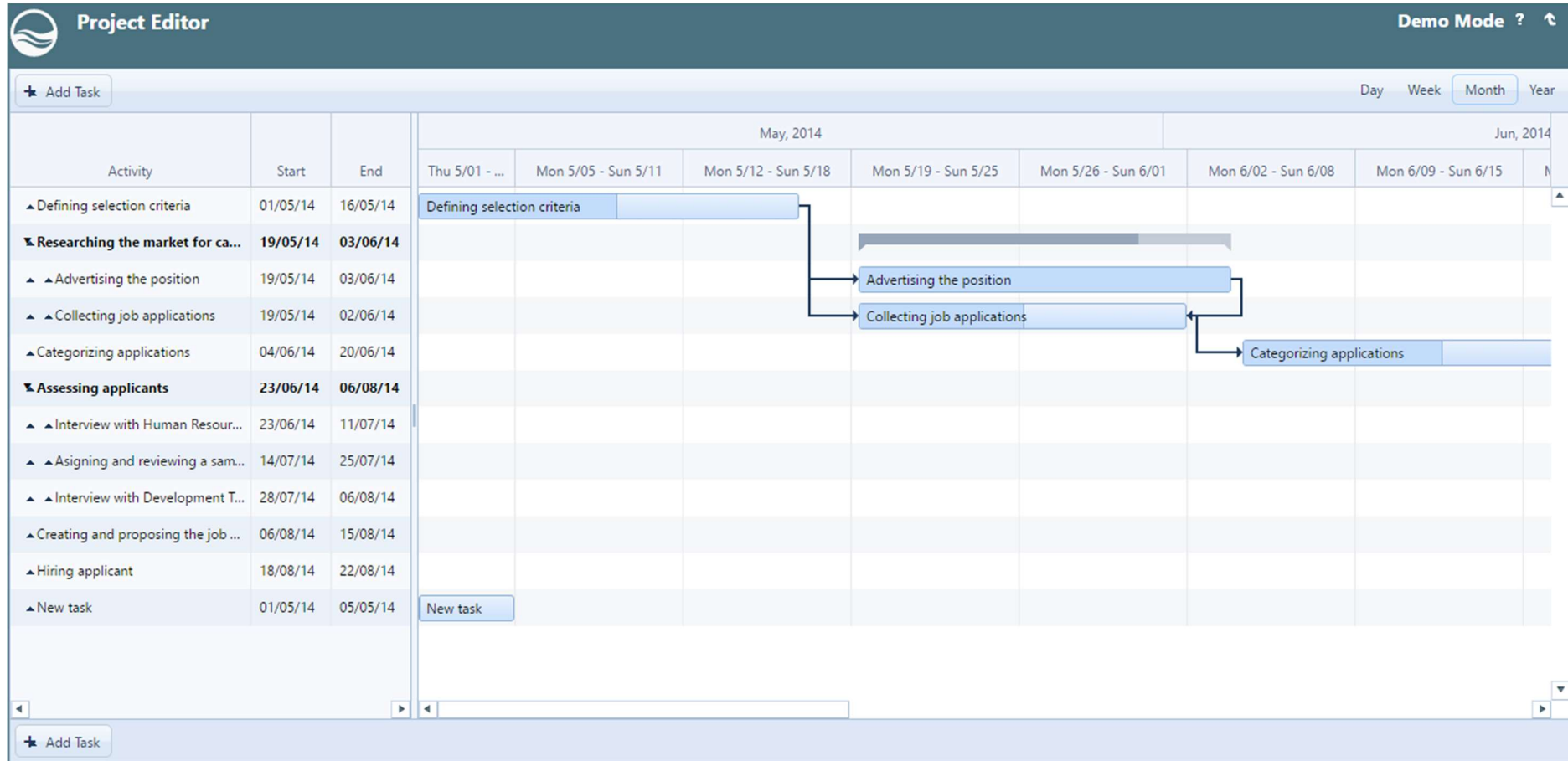
A toolbar runs across the top of the screen and provides access to the main functions of the project manager as described in the following sections.

Add New Project

Clicking in the *Add New Project* toolbar item opens a pop up window with dropdown combo boxes to enter the project name, title and description.

After entering these details click the *Create*  button to complete the process.

4. Project Editor



The project editor provides the functionality to edit projects.

The project editor uses a series of bar charts or Gantt charts to illustrate a project schedule.

It provides visual information about the work breakdown structure of the project.

The project editor displays information about the project including:

- The project start date and deadline.
- Task summaries and their percentage of completion.
- Tasks and their start, end, duration and percentage of completion.
- Relations and overlap between tasks.
- Milestones.
- Current date (and where it is relative to the project).

The project editor is divided into two main areas, separated by a slider: Treelist and Timeline. The Treelist view is placed in the left pane of the editor, while the Timeline is on the right side.

The TreeList portion of the editor presents information about the individual tasks in a grid-like manner, where each row is a task, and each column is a different property. The editor may be customized to determine which columns are visible.

The Timeline area of the Gantt is responsible for visualizing the tasks. You could configure it by setting a preferable view, manage the tasks progress or alter their dependencies. The Timeline area is comprised of two main parts:

TimeRuler - The TimeRuler is placed at the top and indicates the divisions of time shown. Its purpose is to be a reference point for the different tasks' start and end times, overall duration and potential overlap.

Main Area - The Main area is the place where the different tasks, milestones, summaries and relations between them are displayed. Each component (except the relations) is placed on a separate row, which corresponds to its respective row in the TreeList. If the task in the TreeList is not visible (because its parent summary is collapsed), the task is not visible in the Main area. The horizontal position of the component represents its start date, and its width, the duration of each task.

To add a task you need to click the **Add Task** button which could be located either at the top or at the bottom of the **TreeList** area. If you didn't select a task before you click the button, then a new task will be added on the last position of the tree. Otherwise if you select an item and then click the **Add Task** button a menu with three options will appear and you could choose where to add the new task. The first option is to add the task above the selected one, the second option is to add it below the selected one and the last option is to add the new task as a child of the selected one.

You can reorder the tasks in the editor by dragging the task rows within the Treelist area of the control. There are three possibilities when reordering a task:

- Drop above certain task
- Drop below certain task
- Drop over certain task and make it a child task.

The **Cell Editing** feature is available when you double click on the desirable task. You may edit tasks from the Title, Start Time and End Time columns. Once you confirm the changes, by pressing enter the modification is automatically applied to the task in the Timeline area.