

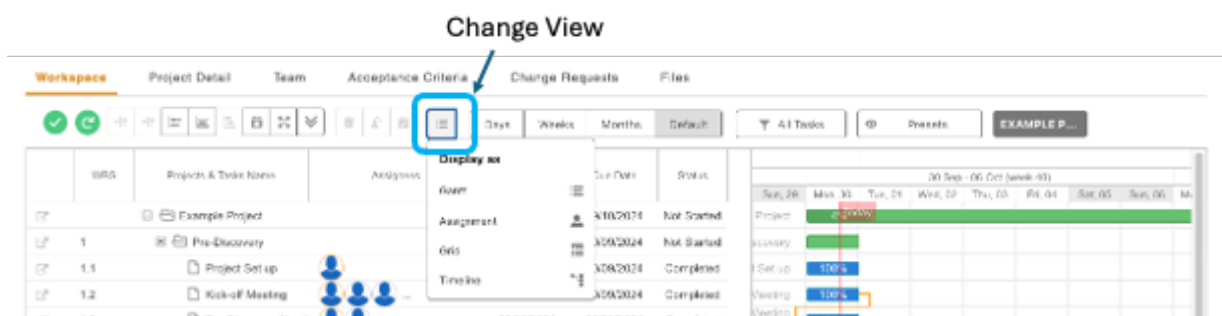
Workspace

The workspace shows a list of tasks and sub-tasks as well as associated dates and a status.

Changing the View:

The following views are available for the Workspace:

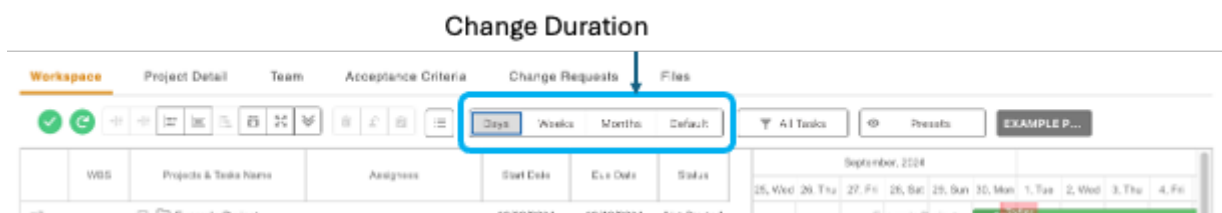
- Tasks only (Grid),
- Tasks and Gantt chart (Gantt),
- Gantt only (Timeline)



Changing Duration:

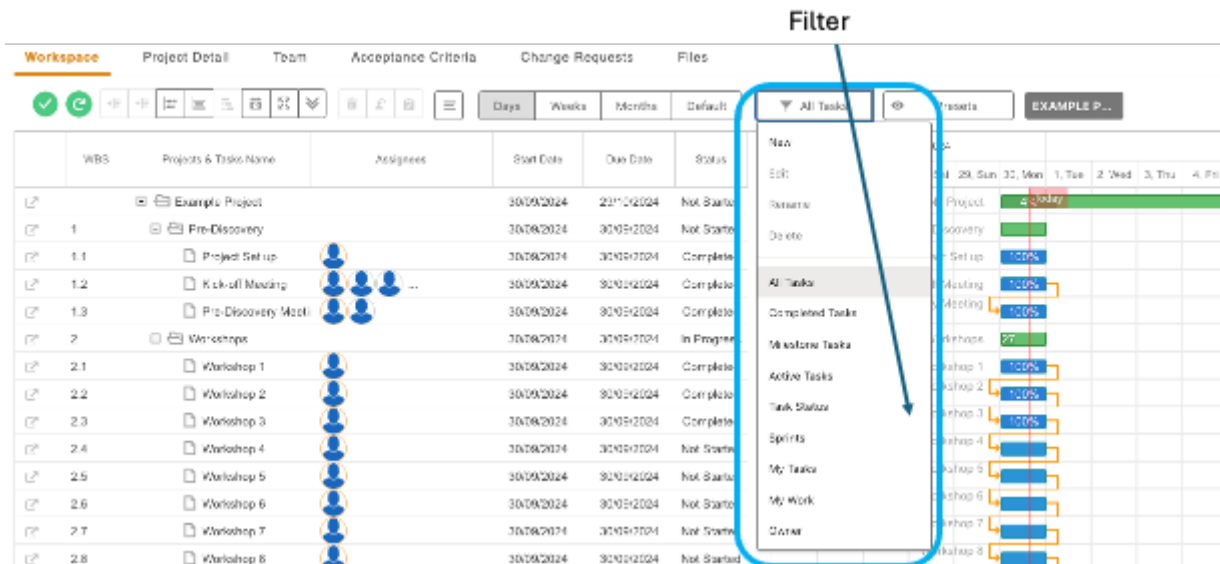
The following durations are available for the Gantt chart:

- Days
- Weeks
- Months



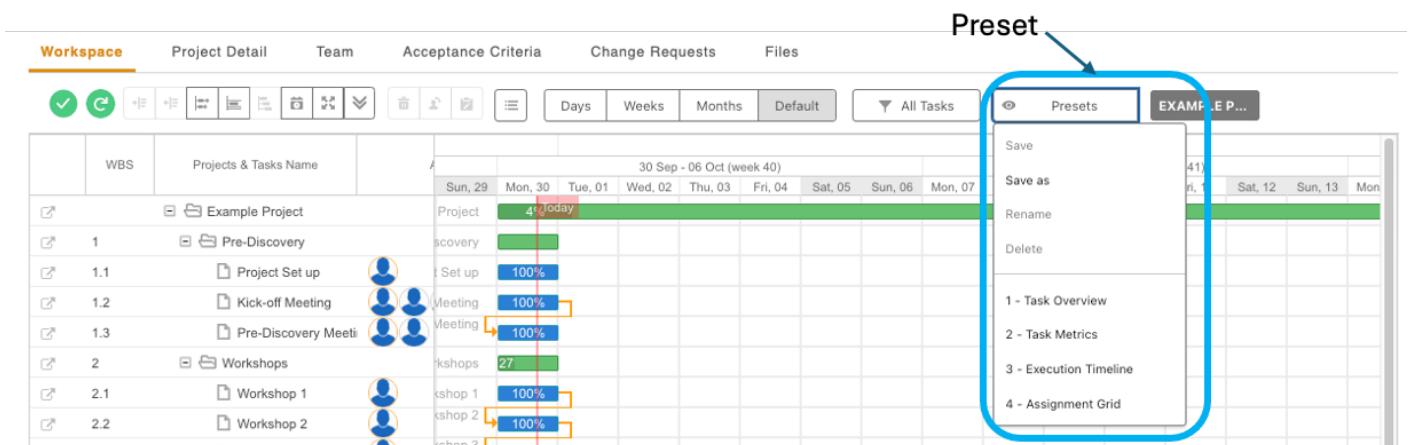
Filter:

Filters can be used to adjust the information displayed on the workspace:



Presets:

Presets can be used to save the selected; View, Duration and/or Filter options. Use the 'Save as' feature to save the preset.



Revision #3

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