

Part 1: Assign Resources for the Office Remodeling Project**Resources**

The following resources are available to this project. In Project 2007, Click View → Resource Sheet and enter this resource information. In Project 2010, click View/Resource Vides/Resource Sheet.

Resource Name	Std Rate	Ovt. Rate
Sally Dehority	25.76	38.64
Mary Watkins	43.24	64.86
Sam Arnold	23.00	34.50
Mike Murran	43.24	64.86
Sherri Webstein	80.00	120.00
Cody Hyatt	80.00	120.00
Henry Mikev	43.78	65.67
Linda Willard	80.00	120.00

ADDITIONAL RESOURCE NOTES:

Modify the Standard Calendar to include the following holidays: Thanksgiving Day, day after Thanksgiving, Christmas Eve, and Christmas.

Also, Mike Murran is going on vacation for five days starting two weeks before the end of the project. Use the same approach you used to change work hours on Saturday in Part 1. However, you need to update Mike Murran's calendar (not the standard project calendar). If you update the standard calendar, you will put the entire project on vacation for five days.

Add the following Resource Assignments to Assignment#1. Note that the assignment of multiple resources should not decrease the time for the tasks. So if prompted, respond accordingly. Also, it's best to select the resources using the drop down arrow instead of typing names yourself. If you make a typing mistake, you will create new resources with names of people that don't exist as far as your project is concerned.

Resource Assignment

Finalize architectural plans	Sally, Henry
Submit plans to city	Henry
Permits obtained	Henry
Flooring selected	Sally
Flooring installed	Henry
File Cabinets Selected	Mike, Sherri, Henry
File Cabinet organizers selected	Henry, Sherri
File cabinets installed	Sherri
File cabinet organizers installed	Sally, Mike
Desks Style determined & selected	Cody
Desks installed	Cody
Cubicle style selected	Cody
Cubicle style purchased	Cody
Water cooler Purchased	Sally
Water cooler Installed	Sally, Sam
B/W Copier Purchased	Sally, Henry, Mary
B/W Copier Installed	Sherri
Color copier selected	Sally
Color copier installed	Henry
Refrigerator w/ice maker purchased	Sherri
Refrigerator w/ice maker installed	Sherri

Telephone system chosen	Henry Mary
Telephone system installed	Linda
Fax machines purchased	Sherri
Fax machines installed	Sherri
Painting walls	Henry
Inspections	Sherri

Part 2: Update the Progress of the Office Remodeling Project

The current status:

- ◆ Each of the Architects Plans tasks are 100% complete
- ◆ Flooring selection and installation are both 100% complete
- ◆ File cabinet selection is all 100% complete
- ◆ File cabinet installation is 75% complete
- ◆ Desk selection is 100% complete
- ◆ Desk installation is 55% complete
- ◆ All of the Office Equipment has been chosen and purchased – 100% complete
- ◆ Water cooler installation is 30% complete
- ◆ B/W copier is 40% complete
- ◆ Color copier is 60% complete
- ◆ Telephone system installation is 58% complete
- ◆ Fax machine installation is 39% complete
- ◆ Wall painting is 100% complete

Add a footer with your name on it and MS Project #2

Attach your file to this question in Canvas.