

Project Control

- **Effect Of Change
To Project Scope,
Time & Cost**

Why Control ??

- ☑ To minimize changes
- ☑ To evaluate and perform control changes in project
- ☑ To meet the performance objectives defined in the project management plan
- ☑ Any deviation – to take timely corrective action



Exercise : Change Analysis Through MSP 2010

- List of change request
- Analysis of change request (use change table on S,T,C EOT PFD, contract sum)- **Open baseline file**
- **Go to Tracking Gantt table and Entry mode**
- Enter 1st change request
- Show change on MSP
- Enter 2nd change request
- Show change
- Repeat all request change and finally show the total change to the project case
- Show and analyze summary

ANALYSIS TABLE FOR CONTROL

	Scope	time	cost	EOT / Delay	Contract sum	Project Finish Date
Change 1	✓	X	✓	EOT	✓	
Change 2	✓	✓	✓	Delay	✓	

Change Request (example)

Bil. Changes

- 1 LA resolve at 25/1
- 2 VO – Rock excavation (20d after EW – cost 120K)
- 3 Work omission – drain (value at RM30K)
- 4 Additional holiday : 10/4
- 5 Roof resource shortage – 35d become 45d
- 6 Fence delivery - add 10 d
- 7 Fire protection design change (add RM45K – done at)
- 8 Quantity increase – Road (400m to 450m) cost increase from 120K to 150K and need +8d

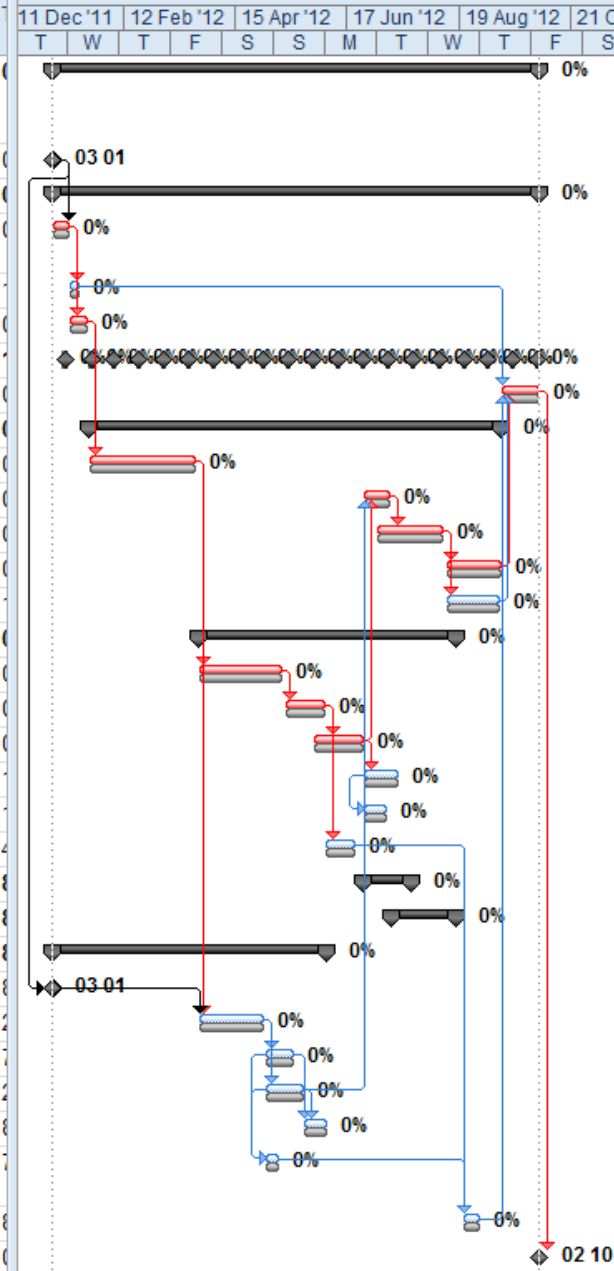
PROJECT CONTROL

HANDS-ON



OPEN BASELINE WORK PROGRAM

	Task Name	Duration	Start	Finish	Predecessors
1	Projek Membina Bangunan Serbaguna Dan Pondok Pengawal di Bachok, Kelantan	188 days	Tue 03 01 12	Tue 02 10 12	
2	Projek Start	0 days	Tue 03 01 12	Tue 03 01 12	
3	Preliminaries	188 days	Tue 03 01 12	Tue 02 10 12	
4	Performance Bond and Insurances	7 days	Tue 03 01 12	Wed 11 01 12	2
5	Site Office	4 days	Thu 12 01 12	Tue 17 01 12	4
6	Setting Out	7 days	Thu 12 01 12	Sun 22 01 12	4
7	Progress Report	183 days	Mon 09 01 12	Mon 01 10 12	
28	Certificate of Fitness for Building	14 days	Wed 12 09 12	Tue 02 10 12	56;34;33;5
29	External Works	160 days	Tue 24 01 12	Tue 11 09 12	
30	Earthworks	42 days	Tue 24 01 12	Thu 22 03 12	6
31	Drain	11 days	Tue 26 06 12	Tue 10 07 12	38;53
32	Road	27 days	Tue 03 07 12	Thu 09 08 12	31FS-6 days
33	Turfing	20 days	Sun 12 08 12	Tue 11 09 12	32
34	Fencing	19 days	Sun 12 08 12	Mon 10 09 12	32
35	Bangunan Serbaguna	103 days	Sun 25 03 12	Thu 16 08 12	
36	Frame	34 days	Sun 25 03 12	Thu 10 05 12	30
37	Wall	16 days	Sun 13 05 12	Sun 03 06 12	36
38	Roof	20 days	Tue 29 05 12	Mon 25 06 12	37FS-4 days
39	Finishes & Furniture	14 days	Tue 26 06 12	Sun 15 07 12	38
40	Door & Windows	9 days	Tue 26 06 12	Sun 08 07 12	39SS
41	Sanitary and Plumbing	13 days	Mon 04 06 12	Wed 20 06 12	37
42	Eletrical Works	19 days	Tue 26 06 12	Sun 22 07 12	
46	Mechanical Works	25 days	Thu 12 07 12	Thu 16 08 12	
49	Pondok Pengawal	107 days	Tue 03 01 12	Mon 04 06 12	
50	Land Acqicition	0 days	Tue 03 01 12	Tue 03 01 12	2
51	Frame	27 days	Sun 25 03 12	Mon 30 04 12	30;50
52	Wall	12 days	Wed 02 05 12	Thu 17 05 12	51
53	Roof	15 days	Wed 02 05 12	Tue 22 05 12	51
54	Door, Windows and Finishes	9 days	Wed 23 05 12	Mon 04 06 12	53;52
55	Minor Electrical & Mechanical Works	5 days	Wed 02 05 12	Tue 08 05 12	52SS;53SS
56	T&C	7 days	Tue 21 08 12	Wed 29 08 12	55;47;48;44;45;8
57	Project Finish	0 days	Tue 02 10 12	Tue 02 10 12	28



CHANGE REQUEST – EOT calculation

**Land
acquisition**

**Change Start Date
(column start) for
LA work**

1.5	[-] Pondok Pengawal	107 days	Tue 03 01 12	Mon 04 06 12
1.5.1	Land Acquisition	0 days	Tue 03 01 12	Tue 03 01 12
1.5.2	Frame	27 days	Sun 25 03 12	Mon 30 04 12
1.5.3	Wall	12 days	Wed 02 05 12	Thu 17 05 12



1.5	[-] Pondok Pengawal	112 days	Wed 25 01 12	Tue 03 07 12
1.5.1	Land Acquisition	0 days	Wed 25 01 12	Wed 25 01 12
1.5.2	Frame	27 days	Mon 23 04 12	Wed 30 05 12
1.5.3	Wall	12 days	Thu 31 05 12	Sun 17 06 12
1.5.4	Roof	15 days	Thu 31 05 12	Wed 20 06 12

CHANGE REQUEST – EOT calculation

VO – Rock Excavation

29		1.3	External Works	160 days	Tue 24 01 12	Tue 11 09 12
30		1.3.1	Earthworks	42 days	Tue 24 01 12	Thu 22 03 12 6
31		1.3.2	Drain	11 days	Tue 26 06 12	Tue 10 07 12 38;53
32		1.3.3	Road	27 days	Tue 03 07 12	Thu 09 08 12 31FS-6 days
33		1.3.4	Turfing	20 days	Sun 12 08 12	Tue 11 09 12 32
34		1.3.5	Fencing	19 days	Sun 12 08 12	Mon 10 09 12 32



- Insert new task
below earthworks
- Insert duration
- Insert
predecessor
- Insert work cost

29		1.3	External Works	212 days	Tue 24 01 12	Mon 26 11 12
30		1.3.1	Earthworks	42 days	Tue 24 01 12	Thu 22 03 12 6
31		1.3.2	vo - Rock Excavation	20 days	Sun 25 03 12	Sun 22 04 12 30
32		1.3.3	Drain	11 days	Thu 16 08 12	Tue 04 09 12 40;56
33		1.3.4	Road	27 days	Mon 27 08 12	Thu 04 10 12 32FS-6 days

External Works	\$0.00	Prorated
Earthworks	\$35,000.00	Prorated
vo - Rock Excavation	\$120,000.00	Prorated
Drain	\$20,000.00	Prorated
Road	\$120,000.00	Prorated

CHANGE REQUEST – EOT calculation

Work omission

- View table cost
- Change fixed cost to RM30,000

<input type="checkbox"/> External Works	\$0.00	Prorated
Earthworks	\$35,000.00	Prorated
Drain	\$50,000.00	Prorated
Road	\$120,000.00	Prorated
Turfing	\$60,000.00	Prorated



Earthworks	\$35,000.00	Prorated
vo - Rock Excavation	\$120,000.00	Prorated
Drain	\$30,000.00	Prorated
Road	\$120,000.00	Prorated

CHANGE REQUEST – EOT calculation

Additional holiday

Change working time

1 Projek Membina Bangunan 240 days Tue 03 01 12 Sun 16 12 12 0 days

1.1 Projek Start

1.2 Preliminaries

1.2.1 Performance Insurances

1.2.2 Site Office

1.2.3 Setting Out

1.2.4 Progress Report

1.2.5 Certificate of Building

1.3 External Works

1.3.1 Earthworks

1.3.2 vo - Rock Excavation

1.3.3 Drain

1.3.4 Road

1.3.5 VO - Road

1.3.6 Turfing

1.3.7 Fencing

1.4 Bangunan Serbaguna

1.4.1 Frame

1.4.2 Wall

1.4.3 Roof

1.4.4 Finishes & Furniture

1.4.5 Door & Windows

1.4.6 Sanitary and Plumbing

1.4.7 Electrical Works

1.4.7.1 Wiring

1.4.7.2 Lighting System

Change Working Time

For calendar: Standard (Project Calendar) Create New Calendar ...

Calendar 'Standard' is a base calendar.

Legend:

- Working
- Nonworking
- 31 Edited working hours
- 31 Exception day
- 31 Nondefault work week

Click on a day to see its working times:

January 2013

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Working times for 14 January 2013:

- 8:00 AM to 12:00 PM
- 1:00 PM to 5:00 PM

Based on: Default work week on calendar 'Standard'.

Exceptions Work Weeks

Name	Start	Finish
1 Tahun Baru Cina	23 01 2012	23 01 2012
2 Maulud Nabi	05 02 2012	05 02 2012
3 Pertabalan Agong	11 04 2012	11 04 2012
4 Hari Pekerja	01 05 2012	01 05 2012
5 Nuzul Quran	06 08 2012	06 08 2012
6 Hari Raya Puasa	19 08 2012	20 08 2012
7 Hari Kebangsaan	02 09 2012	02 09 2012
8 Hari Malaysia	16 09 2012	16 09 2012

Help Options... OK Cancel

2	Maulud Nabi	05 02 2012	05 02 2012
3	Pertabalan Agong	11 04 2012	11 04 2012
4	Hari Pekerja	01 05 2012	01 05 2012
5	Nuzul Quran	06 08 2012	06 08 2012

CHANGE REQUEST – EOT calculation

**Roof resources
shortage**

Add works
duration ??

**Can we consider
for EOT??..**



CHANGE REQUEST – EOT calculation

Fence delivery

Add works
duration ??

**Can we consider
for EOT??..**



CHANGE REQUEST – EOT calculation

Fire protection design change

- Insert new task before fire protection works
- Insert duration
- Insert predecessor
- Add fire protection work cost

46		1.4.8	☐ Mechanical Works	25 days	Thu 12 07 12	Thu 16 08 12
47		1.4.8.1	Air Conditional & Ventilation Works	25 days	Thu 12 07 12	Thu 16 08 12 38;40;43
48		1.4.8.2	Fire Protection Works	24 days	Thu 12 07 12	Wed 15 08 12 38;40;43



48		1.4.8	☐ Mechanical Works	30 days	Thu 06 09 12	Thu 18 10 12
49		1.4.8.1	Air Conditional & Ventilation Works	25 days	Thu 06 09 12	Thu 11 10 12 40;42;45
50		1.4.8.2	Completion of design changes	6 days	Thu 06 09 12	Thu 13 09 12 40;42;45
51		1.4.8.3	Fire Protection Works	24 days	Mon 17 09 12	Thu 18 10 12 50

☐ Mechanical Works	\$0.00	Prorated
Air Conditional & Ventilation Works	\$20,000.00	Prorated
Completion of design changes	\$0.00	Prorated
Fire Protection Works	\$65,000.00	Prorated

CHANGE REQUEST – EOT calculation

**Quantity
increase
- road**

29		1.3	External Works	160 days	Tue 24 01 12	Tue 11 09 12
30		1.3.1	Earthworks	42 days	Tue 24 01 12	Thu 22 03 12 6
31		1.3.2	Drain	11 days	Tue 26 06 12	Tue 10 07 12 38:53
32		1.3.3	Road	27 days	Tue 03 07 12	Thu 09 08 12 31FS-6 days
33		1.3.4	Turfing	20 days	Sun 12 08 12	Tue 11 09 12 32



33		1.3.4	Road	27 days	Mon 27 08 12	Thu 04 10 12 32FS-6 days
34		1.3.5	VO - Road	8 days	Sun 07 10 12	Tue 16 10 12 33
35		1.3.6	Turfing	20 days	Wed 17 10 12	Tue 13 11 12 34

32		Drain	\$30,000.00	Prorated
33		Road	\$120,000.00	Prorated
34		VO - Road	\$30,000.00	Prorated

- Insert new task below road works
- Insert duration
- Insert predecessor
- Insert VO cost

CHANGE REQUEST – Next step

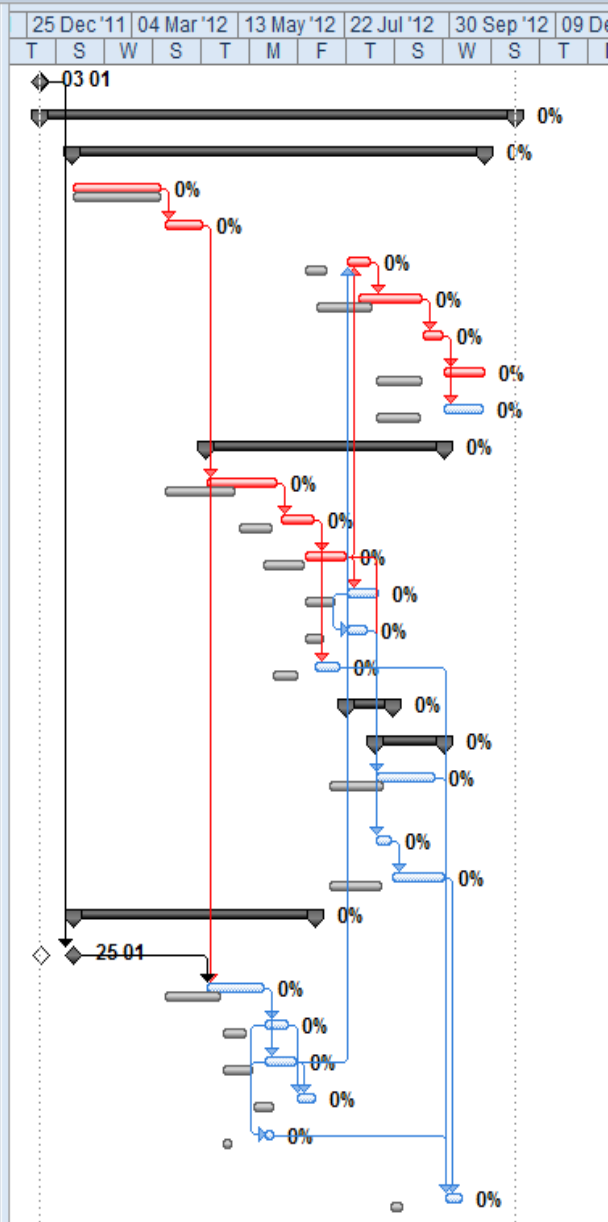
After evaluate the change request and get the total change to the project case :

1. Set status date & update work program
2. Filter incomplete tasks
3. Clear baseline for selected tasks
4. Set baseline for selected tasks
5. Save as Revised Work Program



TOTAL CHANGE TO THE WORK PROGRAM

	Task Mo	WBS	Task Name	Duration	Start	Finish	Predecessors
2		1.1	Projek Start	0 days	Tue 03 01 12	Tue 03 01 12	
3		1.2	⊕ Preliminaries	216 days	Tue 03 01 12	Sun 11 11 12	
29		1.3	⊖ External Works	188 days	Tue 24 01 12	Mon 22 10 12	
30		1.3.1	Earthworks	42 days	Tue 24 01 12	Thu 22 03 12	6
31		1.3.2	VO - Rock excavation	20 days	Sun 25 03 12	Thu 19 04 12	30
32		1.3.3	Drain	11 days	Tue 24 07 12	Wed 08 08 12	40;56
33		1.3.4	Road	27 days	Tue 31 07 12	Tue 11 09 12	32FS-6 days
34		1.3.5	VO - Road	8 days	Wed 12 09 12	Mon 24 09 12	33
35		1.3.6	Turfing	20 days	Tue 25 09 12	Mon 22 10 12	34
36		1.3.7	Fencing	19 days	Tue 25 09 12	Sun 21 10 12	34
37		1.4	⊖ Bangunan Serbaguna	108 days	Sun 22 04 12	Wed 26 09 12	
38		1.4.1	Frame	34 days	Sun 22 04 12	Thu 07 06 12	31
39		1.4.2	Wall	16 days	Sun 10 06 12	Sun 01 07 12	38
40		1.4.3	Roof	20 days	Tue 26 06 12	Mon 23 07 12	39FS-4 days
41		1.4.4	Finishes & Furniture	14 days	Tue 24 07 12	Mon 13 08 12	40
42		1.4.5	Door & Windows	9 days	Tue 24 07 12	Sun 05 08 12	41SS
43		1.4.6	Sanitary and Plumbing	13 days	Mon 02 07 12	Wed 18 07 12	39
44		1.4.7	⊕ Eletrical Works	19 days	Tue 24 07 12	Wed 22 08 12	
48		1.4.8	⊖ Mechanical Works	30 days	Sun 12 08 12	Wed 26 09 12	
49		1.4.8.1	Air Conditional & Ventilation Works	25 days	Sun 12 08 12	Wed 19 09 12	40;42;45
50		1.4.8.2	Completion of design changes	6 days	Sun 12 08 12	Tue 21 08 12	40;42;45
51		1.4.8.3	Fire Protection Works	24 days	Wed 22 08 12	Wed 26 09 12	50
52		1.5	⊖ Pondok Pengawal	112 days	Wed 25 01 12	Mon 02 07 12	
53		1.5.1	Land Acquisition	0 days	Wed 25 01 12	Wed 25 01 12	2
54		1.5.2	Frame	27 days	Sun 22 04 12	Tue 29 05 12	53;31
55		1.5.3	Wall	12 days	Wed 30 05 12	Thu 14 06 12	54
56		1.5.4	Roof	15 days	Wed 30 05 12	Tue 19 06 12	54
57		1.5.5	Door, Windows and Finishes	9 days	Wed 20 06 12	Mon 02 07 12	56;55
58		1.5.6	Minor Electrical & Mechanical Works	5 days	Wed 30 05 12	Tue 05 06 12	55SS;56SS
59		1.6	T&C	7 days	Thu 27 09 12	Sun 07 10 12	58;49;51;46;47;43
60		1.7	Project Finish	0 days	Sun 11 11 12	Sun 11 11 12	28



STEP 1 – SET STATUS DATE (current date @ changes evaluation date)

: project – project information – insert status date

Project Information for 'BGN_DEWAN SERBAGUNA_Revised Work Program_use'

Start date: Tue 03 01 12 Current date: Fri 15 02 13
Finish date: Sun 11 11 12 **Status date: Mon 28 05 12**
Schedule from: Project Start Date Calendar: Standard
All tasks begin as soon as possible. Priority: 500
Enterprise Custom Fields
Department:
Custom Field Name Value
Help Statistics... OK Cancel

Task ID	Task Name	Duration	Start	Finish	Predecessors
1	Projek Membina Bangunan Serbaguna Dan Pondok Pengawal di Bachok, Kelantan	216 days	Tue 03 01 12	Sun 11 11 12	
2	Projek Start	0 days	Tue 03 01 12	Tue 03 01 12	
3	Preliminaries	216 days	Tue 03 01 12	Sun 11 11 12	
29	External Works				
30	1.3.1 Earthworks				
31	1.3.2 VO - Rock				
32	1.3.3 Drain				
33	1.3.4 Road				
34	1.3.5 VO - Road				
35	1.3.6 Turfing				
36	1.3.7 Fencing				
37	1.4 Bangunan Sekolah				
38	1.4.1 Frame				
39	1.4.2 Wall				
40	1.4.3 Roof				
41	1.4.4 Finishes & Doors				
42	1.4.5 Door & Windows				
43	1.4.6 Sanitary and Electrical Works				
44	1.4.7 Electrical Works				
48	1.4.8 Mechanical Works				
49	1.4.8.1 Air Conditioning Works				
50	1.4.8.2 Complete Mechanical Works				
51	1.4.8.3 Fire Protection Works				
52	1.5 Pondok Pengawal				
53	1.5.1 Land Acquisition	0 days	Wed 25 01 12	Wed 25 01 12	2
54	1.5.2 Frame	27 days	Sun 22 04 12	Tue 29 05 12 53:31	
55	1.5.3 Wall	12 days	Wed 30 05 12	Thu 14 06 12 54	
56	1.5.4 Roof	15 days	Wed 30 05 12	Tue 19 06 12 54	
57	1.5.5 Door, Windows and Finishes	9 days	Wed 20 06 12	Mon 02 07 12 56:55	
58	1.5.6 Minor Electrical & Mechanical Works	5 days	Wed 30 05 12	Tue 05 06 12 55SS;56SS	

STEP 2 – UPDATE WORK PROGRAM (I)

: project – update project – entire project - ok

The screenshot shows the Microsoft Project interface. The 'Update Project' button in the 'Project' tab is highlighted with a red arrow. The 'Update Project' dialog box is open, showing the following options:

- ☒ Update work as complete through: Mon 28 05 12
 - ☒ Set 0% - 100% complete
 - ☐ Set 0% or 100% complete only
- ☐ Reschedule uncompleted work to start after: Mon 28 05 12
- For: ☒ Entire project ☐ Selected tasks

The background Gantt chart shows a project named 'Projek Membina Bangunan Serbaguna Dan Pondok Pengawal di Bachok, Kelantan' with a duration of 216 days. The project is broken down into sub-tasks, including 'Projek Start', 'Preliminaries', 'External Works', 'Earthworks', 'VO - Rock excav', 'Drain', 'Road', 'VO - Road', 'Turfing', 'Fencing', 'Bangunan Serbagu', 'Frame', 'Wall', 'Roof', 'Finishes & Furniture', 'Door & Windows', 'Sanitary and Plumbing', 'Eletrical Works', 'Mechanical Works', 'Air Conditional & Ventilation Works', 'Completion of design changes', 'Fire Protection Works', and 'Pondok Pengawal'.

STEP 2 – UPDATE WORK PROGRAM (II)

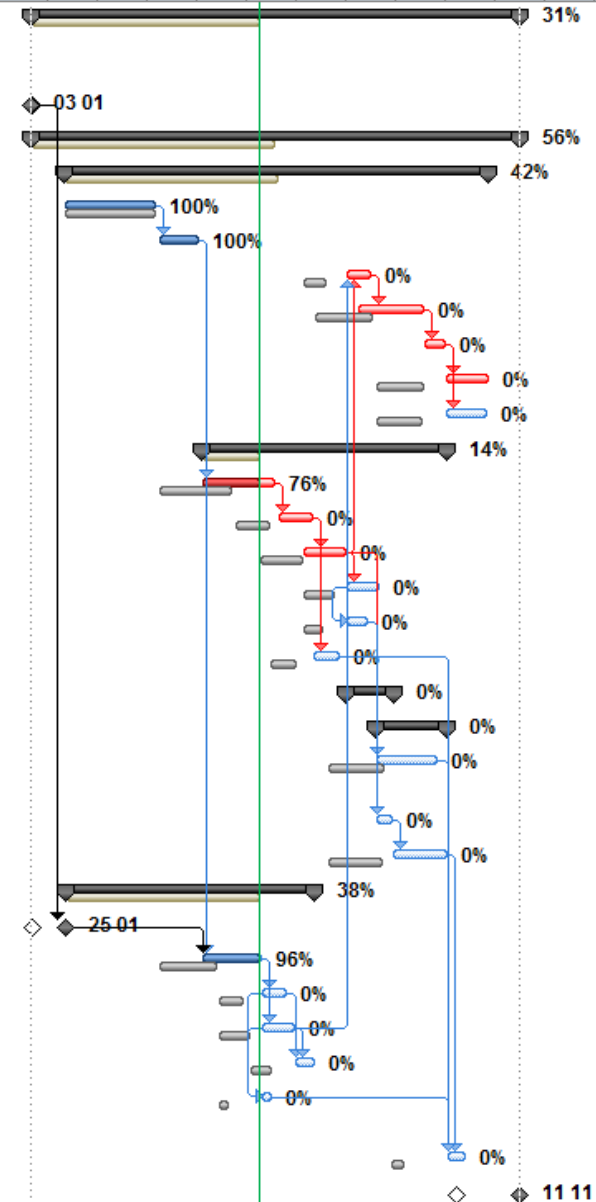
	Tas Mo	WBS	Task Name	Duration	Start	Finish	Predecessors
1			1 - Projek Membina Bangunan Serbaguna Dan Pondok Pengawal di Bachok, Kelantan	216 days	Tue 03 01 12	Sun 11 11 12	
2	✓	1.1	Projek Start	0 days	Tue 03 01 12	Tue 03 01 12	
3		1.2	⊕ Preliminaries	216 days	Tue 03 01 12	Sun 11 11 12	
29		1.3	⊖ External Works	188 days	Tue 24 01 12	Mon 22 10 12	
30	✓	1.3.1	Earthworks	42 days	Tue 24 01 12	Thu 22 03 12	6
31	✓	1.3.2	VO - Rock excavation	20 days	Sun 25 03 12	Thu 19 04 12	30
32		1.3.3	Drain	11 days	Tue 24 07 12	Wed 08 08 12	40;56
33		1.3.4	Road	27 days	Tue 31 07 12	Tue 11 09 12	32FS-6 days
34		1.3.5	VO - Road	8 days	Wed 12 09 12	Mon 24 09 12	33
35		1.3.6	Turfing	20 days	Tue 25 09 12	Mon 22 10 12	34
36		1.3.7	Fencing	19 days	Tue 25 09 12	Sun 21 10 12	34
37		1.4	⊖ Bangunan Serbaguna	108 days	Sun 22 04 12	Wed 26 09 12	
38		1.4.1	Frame	34 days	Sun 22 04 12	Thu 07 06 12	31
39		1.4.2	Wall	16 days	Sun 10 06 12	Sun 01 07 12	38
40		1.4.3	Roof	20 days	Tue 26 06 12	Mon 23 07 12	39FS-4 days
41		1.4.4	Finishes & Furniture	14 days	Tue 24 07 12	Mon 13 08 12	40
42		1.4.5	Door & Windows	9 days	Tue 24 07 12	Sun 05 08 12	41SS
43		1.4.6	Sanitary and Plumbing	13 days	Mon 02 07 12	Wed 18 07 12	39
44		1.4.7	⊕ Electrical Works	19 days	Tue 24 07 12	Wed 22 08 12	
48		1.4.8	⊖ Mechanical Works	30 days	Sun 12 08 12	Wed 26 09 12	
49		1.4.8.1	Air Conditional & Ventilation Works	25 days	Sun 12 08 12	Wed 19 09 12	40;42;45
50		1.4.8.2	Completion of design changes	6 days	Sun 12 08 12	Tue 21 08 12	40;42;45
51		1.4.8.3	Fire Protection Works	24 days	Wed 22 08 12	Wed 26 09 12	50
52		1.5	⊖ Pondok Pengawal	112 days	Wed 25 01 12	Mon 02 07 12	
53	✓	1.5.1	Land Acquisition	0 days	Wed 25 01 12	Wed 25 01 12	2
54		1.5.2	Frame	27 days	Sun 22 04 12	Tue 29 05 12	53;31
55		1.5.3	Wall	12 days	Wed 30 05 12	Thu 14 06 12	54
56		1.5.4	Roof	15 days	Wed 30 05 12	Tue 19 06 12	54
57		1.5.5	Door, Windows and Finishes	9 days	Wed 20 06 12	Mon 02 07 12	56;55
58		1.5.6	Minor Electrical & Mechanical Works	5 days	Wed 30 05 12	Tue 05 06 12	55SS;56SS
59		1.6	T&C	7 days	Thu 27 09 12	Sun 07 10 12	58;49;51;46;47;43
60		1.7	Project Finish	0 days	Sun 11 11 12	Sun 11 11 12	28

The Gantt chart visualizes the project schedule from 25 Dec '11 to 09 Dec '12. It shows the duration and progress of various tasks. Key milestones are marked with diamonds: 03 01 (start), 25 01 (land acquisition), and 11 11 (project finish). The chart uses color-coded bars to represent different task categories and includes progress indicators (arrows) showing the current status of each task.

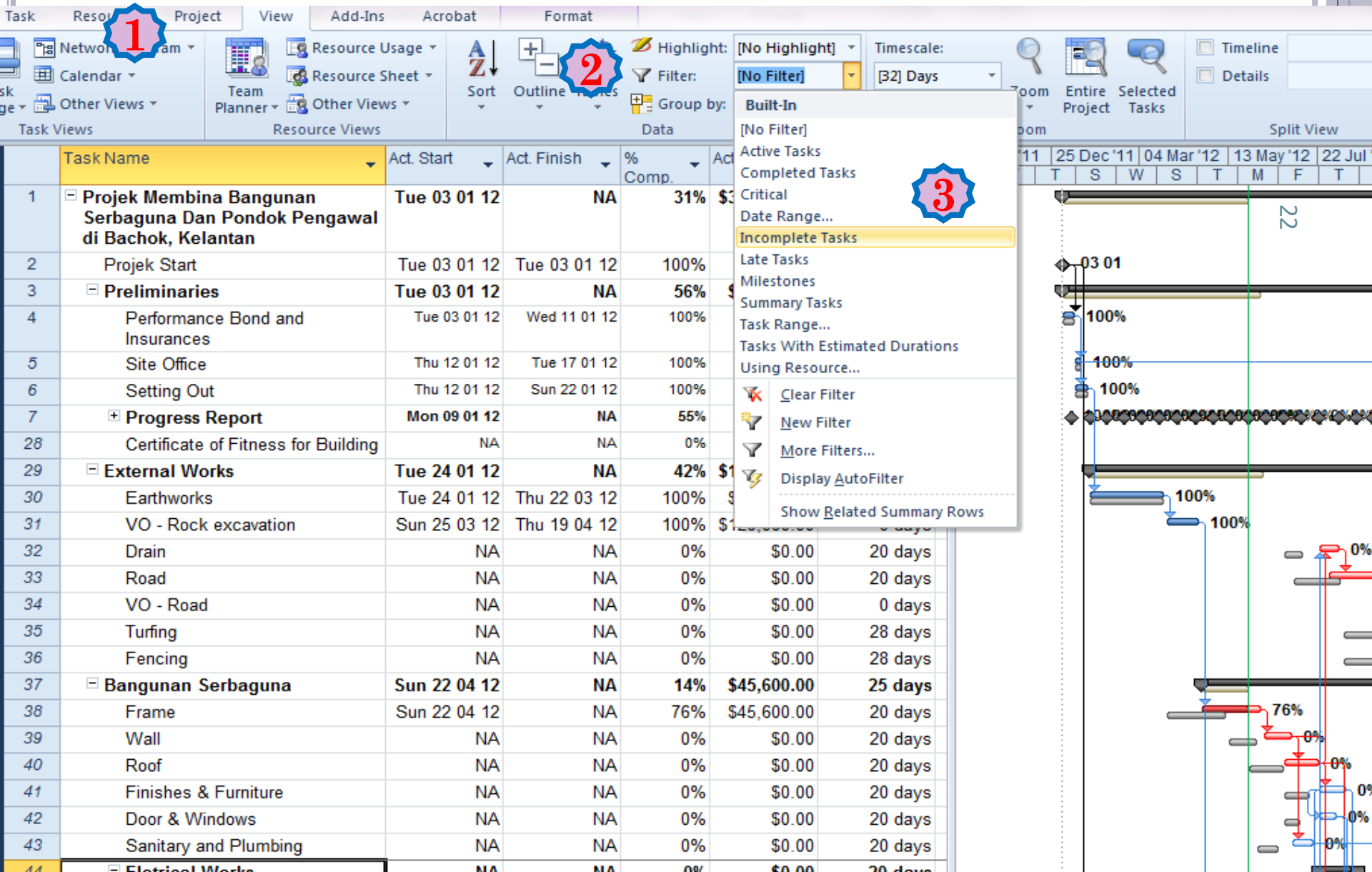
STEP 2 – UPDATE WORK PROGRAM (III)

	Task Name	Act. Start	Act. Finish	% Comp.	Act. Cost	Finish Variance	16 Oct '11	25 Dec '11	04 Mar '12	13 May '12	22 Jul '12	30 Sep '12	09 Dec '12	
							M	F	T	S	W	S	T	M
1	Projek Membina Bangunan Serbaguna Dan Pondok Pengawal di Bachok, Kelantan	Tue 03 01 12	NA	31%	\$318,200.00	28 days								
2	Projek Start	Tue 03 01 12	Tue 03 01 12	100%	\$0.00	0 days								
3	⊕ Preliminaries	Tue 03 01 12	NA	56%	\$60,000.00	28 days								
29	⊖ External Works	Tue 24 01 12	NA	42%	\$155,000.00	28 days								
30	Earthworks	Tue 24 01 12	Thu 22 03 12	100%	\$35,000.00	0 days								
31	VO - Rock excavation	Sun 25 03 12	Thu 19 04 12	100%	\$120,000.00	0 days								
32	Drain	NA	NA	0%	\$0.00	20 days								
33	Road	NA	NA	0%	\$0.00	20 days								
34	VO - Road	NA	NA	0%	\$0.00	0 days								
35	Turfing	NA	NA	0%	\$0.00	28 days								
36	Fencing	NA	NA	0%	\$0.00	28 days								
37	⊖ Bangunan Serbaguna	Sun 22 04 12	NA	14%	\$45,600.00	25 days								
38	Frame	Sun 22 04 12	NA	76%	\$45,600.00	20 days								
39	Wall	NA	NA	0%	\$0.00	20 days								
40	Roof	NA	NA	0%	\$0.00	20 days								
41	Finishes & Furniture	NA	NA	0%	\$0.00	20 days								
42	Door & Windows	NA	NA	0%	\$0.00	20 days								
43	Sanitary and Plumbing	NA	NA	0%	\$0.00	20 days								
44	⊕ Eletrical Works	NA	NA	0%	\$0.00	20 days								
48	⊖ Mechanical Works	NA	NA	0%	\$0.00	25 days								
49	Air Conditional & Ventilation Works	NA	NA	0%	\$0.00	20 days								
50	Completion of design changes	NA	NA	0%	\$0.00	0 days								
51	Fire Protection Works	NA	NA	0%	\$0.00	26 days								
52	⊖ Pondok Pengawal	Wed 25 01 12	NA	38%	\$57,600.00	20 days								
53	Land Acquisition	Wed 25 01 12	Wed 25 01 12	100%	\$0.00	15 days								
54	Frame	Sun 22 04 12	NA	96%	\$57,600.00	20 days								
55	Wall	NA	NA	0%	\$0.00	20 days								
56	Roof	NA	NA	0%	\$0.00	20 days								
57	Door, Windows and Finishes	NA	NA	0%	\$0.00	20 days								
58	Minor Electrical & Mechanical Works	NA	NA	0%	\$0.00	20 days								
59	T&C	NA	NA	0%	\$0.00	25 days								
60	Project Finish	NA	NA	0%	\$0.00	28 days								

11 11

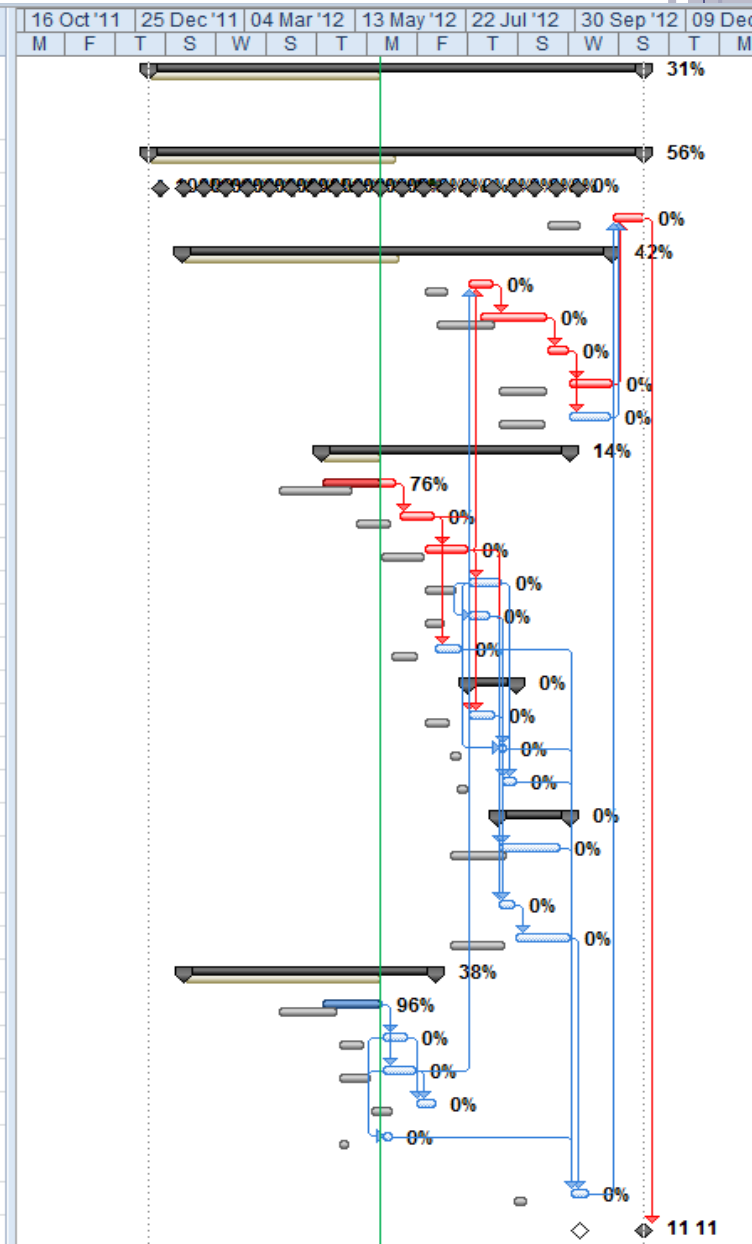


: view – filter – incomplete tasks



STEP 3- Filter incomplete tasks (II)

	Task Name	Act. Start	Act. Finish	% Comp.	Act. Cost	Finish Variance
1	Projek Membina Bangunan Serbaguna Dan Pondok Pengawal di Bachok, Kelantan	Tue 03 01 12	NA	31%	\$318,200.00	28 days
3	Preliminaries	Tue 03 01 12	NA	56%	\$60,000.00	28 days
7	Progress Report	Mon 09 01 12	NA	55%	\$0.00	0 days
28	Certificate of Fitness for Building	NA	NA	0%	\$0.00	28 days
29	External Works	Tue 24 01 12	NA	42%	\$155,000.00	28 days
32	Drain	NA	NA	0%	\$0.00	20 days
33	Road	NA	NA	0%	\$0.00	20 days
34	VO - Road	NA	NA	0%	\$0.00	0 days
35	Turfing	NA	NA	0%	\$0.00	28 days
36	Fencing	NA	NA	0%	\$0.00	28 days
37	Bangunan Serbaguna	Sun 22 04 12	NA	14%	\$45,600.00	25 days
38	Frame	Sun 22 04 12	NA	76%	\$45,600.00	20 days
39	Wall	NA	NA	0%	\$0.00	20 days
40	Roof	NA	NA	0%	\$0.00	20 days
41	Finishes & Furniture	NA	NA	0%	\$0.00	20 days
42	Door & Windows	NA	NA	0%	\$0.00	20 days
43	Sanitary and Plumbing	NA	NA	0%	\$0.00	20 days
44	Eletrical Works	NA	NA	0%	\$0.00	20 days
45	Wiring	NA	NA	0%	\$0.00	20 days
46	Lighting Switches & Powerpoint	NA	NA	0%	\$0.00	20 days
47	Fittings	NA	NA	0%	\$0.00	20 days
48	Mechanical Works	NA	NA	0%	\$0.00	25 days
49	Air Conditional & Ventilation Works	NA	NA	0%	\$0.00	20 days
50	Completion of design changes	NA	NA	0%	\$0.00	0 days
51	Fire Protection Works	NA	NA	0%	\$0.00	26 days
52	Pondok Pengawal	Wed 25 01 12	NA	38%	\$57,600.00	20 days
54	Frame	Sun 22 04 12	NA	96%	\$57,600.00	20 days
55	Wall	NA	NA	0%	\$0.00	20 days
56	Roof	NA	NA	0%	\$0.00	20 days
57	Door, Windows and Finishes	NA	NA	0%	\$0.00	20 days
58	Minor Electrical & Mechanical Works	NA	NA	0%	\$0.00	20 days
59	T&C	NA	NA	0%	\$0.00	25 days
60	Project Finish	NA	NA	0%	\$0.00	28 days



STEP 4 – Clear baseline for selected tasks (tasks which have finish variances) (I)

: highlight tasks - project – set baseline – clear baseline –selected tasks - ok

Properties		Set Baseline...		Status	
Task Name	Act. Start	Clear Baseline	Act. Cost	Finish	Variance
1 Projek Membina Bangunan Serbaguna Dan Pondok Pengawal di Bachok, Kelantan	Tue 03 01 12	NA			
3 Preliminaries	Tue 03 01 12	NA			
7 Progress Report	Mon 09 01 12	NA	55%	\$0.00	0 days
28 Certificate of Fitness for Building	NA	NA	0%	\$0.00	28 days
29 External Works	Tue 24 01 12	NA	42%	\$155,000.00	28 days
32 D			\$0.00	20 days	
33 R			\$0.00	20 days	
34 V			\$0.00	0 days	
35 Tu			\$0.00	28 days	
36 Fe			\$0.00	28 days	
37 Ban			600.00	25 days	
38 Fr			600.00	20 days	
39 W			\$0.00	20 days	
40 R			\$0.00	20 days	
41 Fi			\$0.00	20 days	
42 D			\$0.00	20 days	
43 S			\$0.00	20 days	
44 Elektrical Works	NA	NA	0%	\$0.00	20 days
45 Wiring	NA	NA	0%	\$0.00	20 days
46 Lighting Switchs & Powerpoint	NA	NA	0%	\$0.00	20 days
47 Fittings	NA	NA	0%	\$0.00	20 days
48 Mechanical Works	NA	NA	0%	\$0.00	25 days
49 Air Conditional & Ventilation Works	NA	NA	0%	\$0.00	20 days
50 Completion of design changes	NA	NA	0%	\$0.00	0 days
51 Fire Protection Works	NA	NA	0%	\$0.00	26 days
52 Pondok Pengawal	Wed 25 01 12	NA	38%	\$57,600.00	20 days
54 Frame	Sun 22 04 12	NA	96%	\$57,600.00	20 days
55 Wall	NA	NA	0%	\$0.00	20 days
56 Roof	NA	NA	0%	\$0.00	20 days
57 Door, Windows and Finishes	NA	NA	0%	\$0.00	20 days
58 Minor Electrical & Mechanical Works	NA	NA	0%	\$0.00	20 days
59 T&C	NA	NA	0%	\$0.00	25 days
60 Project Finish	NA	NA	0%	\$0.00	28 days

Clear Baseline

☒ Clear baseline plan

Baseline (last saved on Fri 02 03 12)

☐ Clear interim plan

Start1/Finish1

For

☐ Entire project

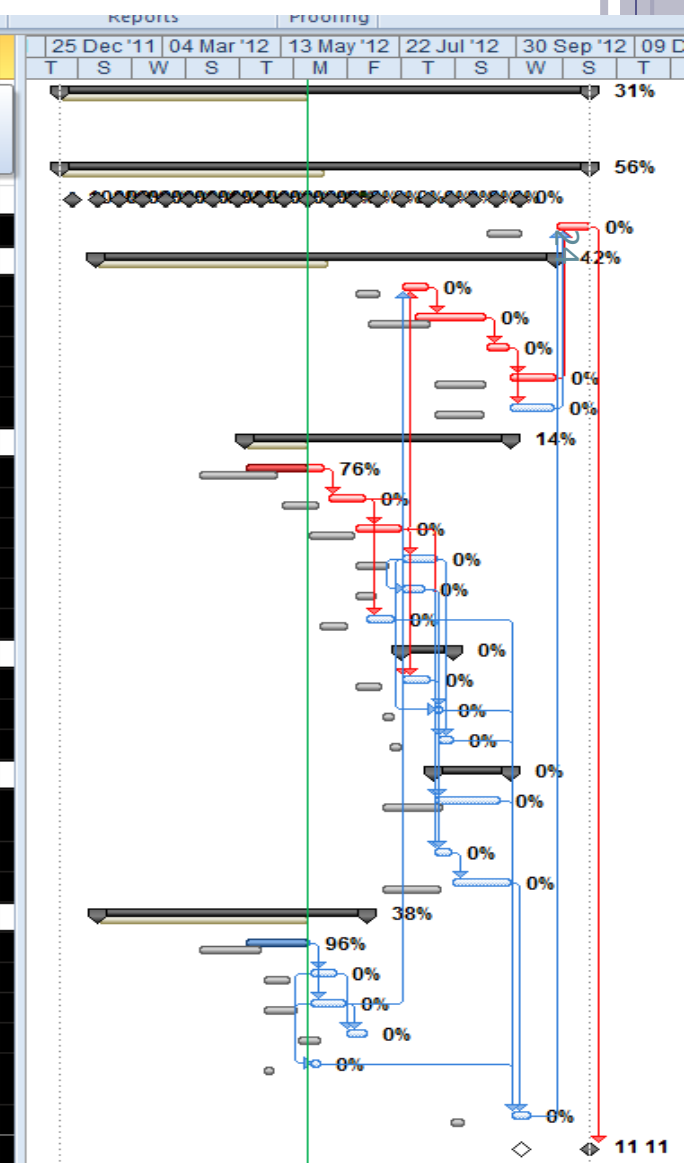
☒ Selected tasks

OK

Cancel

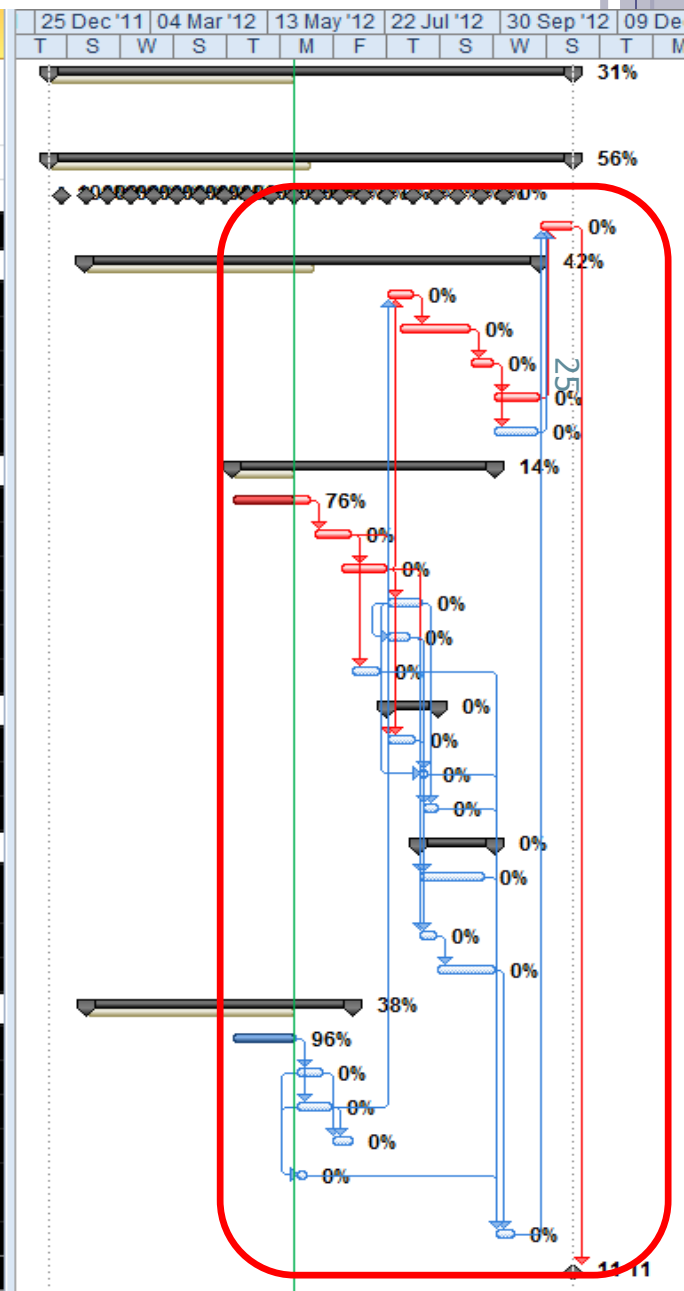
Clear Baseline

Delete a baseline that was previously set.



STEP 4 – Clear baseline for selected tasks (II)

	Task Name	Act. Start	Act. Finish	% Comp.	Act. Cost	Finish Variance
1	Projek Membina Bangunan Serbaguna Dan Pondok Pengawal di Bachok, Kelantan	Tue 03 01 12	NA	31%	\$318,200.00	28 days
3	Preliminaries	Tue 03 01 12	NA	56%	\$60,000.00	28 days
7	Progress Report	Mon 09 01 12	NA	55%	\$0.00	0 days
28	Certificate of Fitness for Building	NA	NA	0%	\$0.00	0 days
29	External Works	Tue 24 01 12	NA	42%	\$155,000.00	28 days
32	Drain	NA	NA	0%	\$0.00	0 days
33	Road	NA	NA	0%	\$0.00	0 days
34	VO - Road	NA	NA	0%	\$0.00	0 days
35	Turfing	NA	NA	0%	\$0.00	0 days
36	Fencing	NA	NA	0%	\$0.00	0 days
37	Bangunan Serbaguna	Sun 22 04 12	NA	14%	\$45,600.00	25 days
38	Frame	Sun 22 04 12	NA	76%	\$45,600.00	0 days
39	Wall	NA	NA	0%	\$0.00	0 days
40	Roof	NA	NA	0%	\$0.00	0 days
41	Finishes & Furniture	NA	NA	0%	\$0.00	0 days
42	Door & Windows	NA	NA	0%	\$0.00	0 days
43	Sanitary and Plumbing	NA	NA	0%	\$0.00	0 days
44	Eletrical Works	NA	NA	0%	\$0.00	20 days
45	Wiring	NA	NA	0%	\$0.00	0 days
46	Lighting Switchs & Powerpoint	NA	NA	0%	\$0.00	0 days
47	Fittings	NA	NA	0%	\$0.00	0 days
48	Mechanical Works	NA	NA	0%	\$0.00	25 days
49	Air Conditional & Ventilation Works	NA	NA	0%	\$0.00	0 days
50	Completion of design changes	NA	NA	0%	\$0.00	0 days
51	Fire Protection Works	NA	NA	0%	\$0.00	0 days
52	Pondok Pengawal	Wed 25 01 12	NA	38%	\$57,600.00	20 days
54	Frame	Sun 22 04 12	NA	96%	\$57,600.00	0 days
55	Wall	NA	NA	0%	\$0.00	0 days
56	Roof	NA	NA	0%	\$0.00	0 days
57	Door, Windows and Finishes	NA	NA	0%	\$0.00	0 days
58	Minor Electrical & Mechanical Works	NA	NA	0%	\$0.00	0 days
59	T&C	NA	NA	0%	\$0.00	0 days
60	Project Finish	NA	NA	0%	\$0.00	0 days



STEP 5- Set new baseline (for tasks with no baseline)

Properties				Status		Reports		Proofing	
Task Name	Act. Start	Act. Cost	Finish						
1 Projek Membina Bangunan Serbaguna Dan Pondok Pengawal di Bachok, Kelantan	Tue 03 01 12	NA							
3 Preliminaries	Tue 03 01 12	NA							
7 Progress Report	Mon 09 01 12	NA							
28 Certificate of Fitness for Building	NA	NA							
29 External Works	Tue 24 01 12	NA	42%	\$155,000.00	28 days				
32 Drain			0 days						
33 Road			0 days						
34 VO - Road			0 days						
35 Turfing			0 days						
36 Fencing			0 days						
37 Bangunan Serbaguna			25 days						
38 Frame			0 days						
39 Wall			0 days						
40 Roof			0 days						
41 Finishes & Furniture			0 days						
42 Door & Windows			0 days						
43 Sanitary and Plumbing			0 days						
44 Eletrical Works			20 days						
45 Wiring			0 days						
46 Lighting Switches & Power			0 days						
47 Fittings			0 days						
48 Mechanical Works			25 days						
49 Air Conditional & Ventilata Works			0 days						
50 Completion of design cha			0 days						
51 Fire Protection Works			0 days						
52 Pondok Pengawal	Wed 25 01 12	NA	38%	\$57,600.00	20 days				
54 Frame	Sun 22 04 12	NA	96%	\$57,600.00	0 days				
55 Wall	NA	NA	0%	\$0.00	0 days				
56 Roof	NA	NA	0%	\$0.00	0 days				
57 Door, Windows and Finishes	NA	NA	0%	\$0.00	0 days				
58 Minor Electrical & Mechanical Works	NA	NA	0%	\$0.00	0 days				
59 T&C	NA	NA	0%	\$0.00	0 days				
60 Project Finish	NA	NA	0%	\$0.00	0 days				

Set Baseline

Take a snapshot of your schedule that includes information about tasks, resources, and assignments.

Compare multiple baselines to see how your project has changed over time.

Set Baseline

☒ Set baseline

Baseline (last saved on Wed 13 02 13)

☐ Set interim plan

Copy: Scheduled Start/Finish

Into: Start1/Finish1

For:

☐ Entire project

☒ Selected tasks

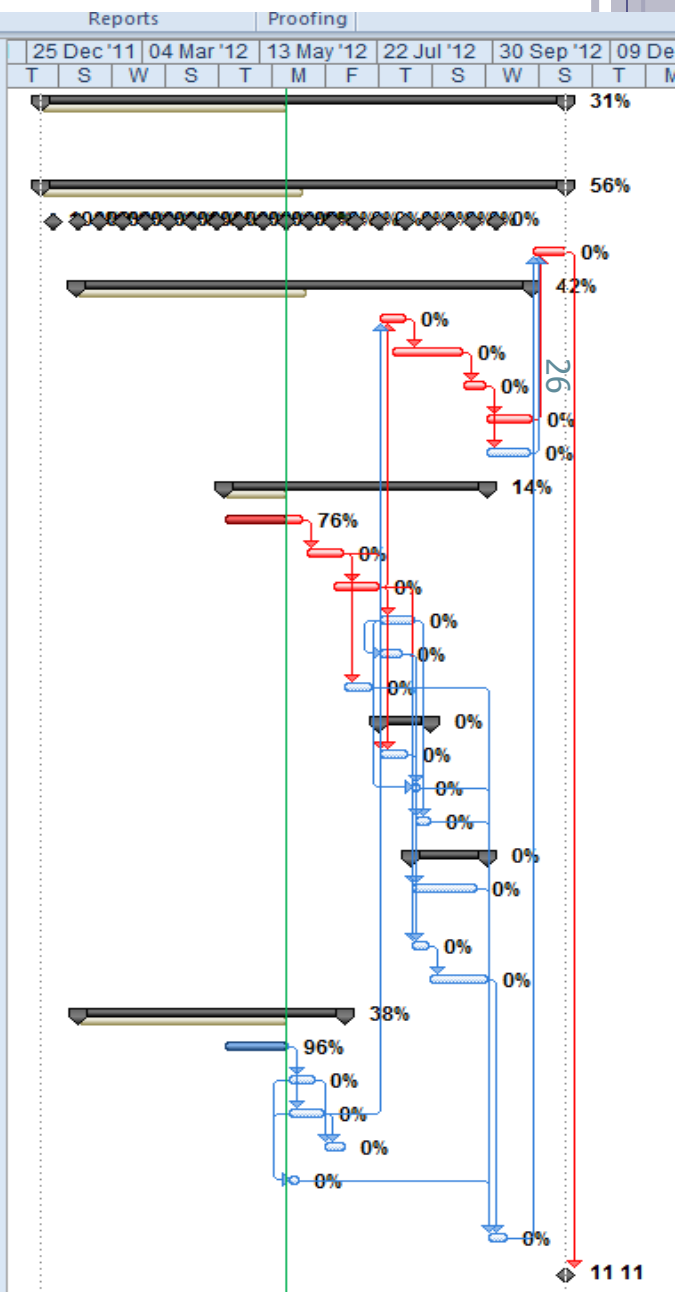
Roll up baselines:

☒ To all summary tasks

☐ From subtasks into selected summary task(s)

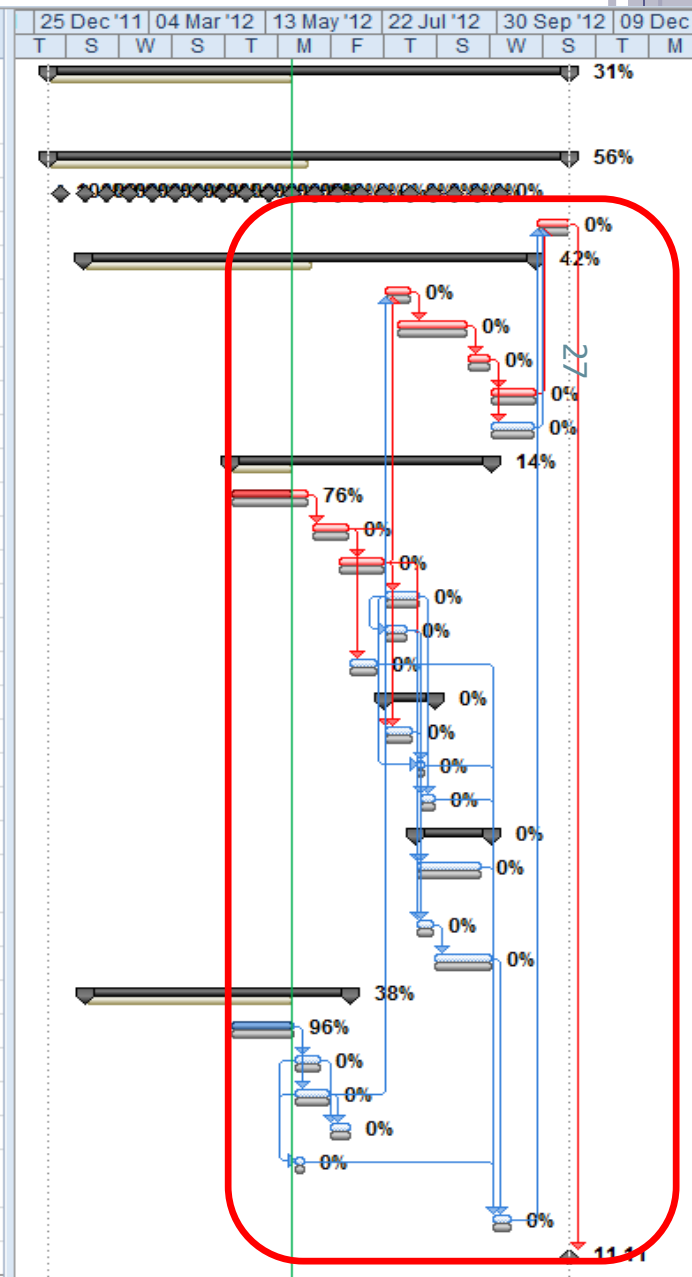
Set as Default

Help OK Cancel



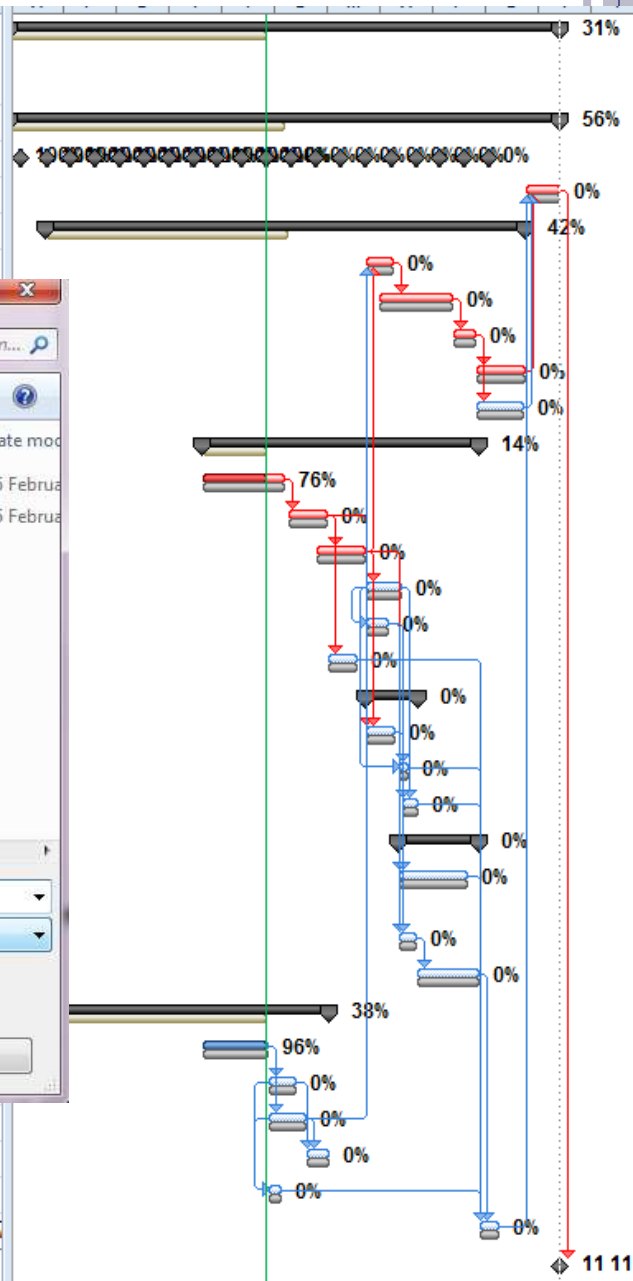
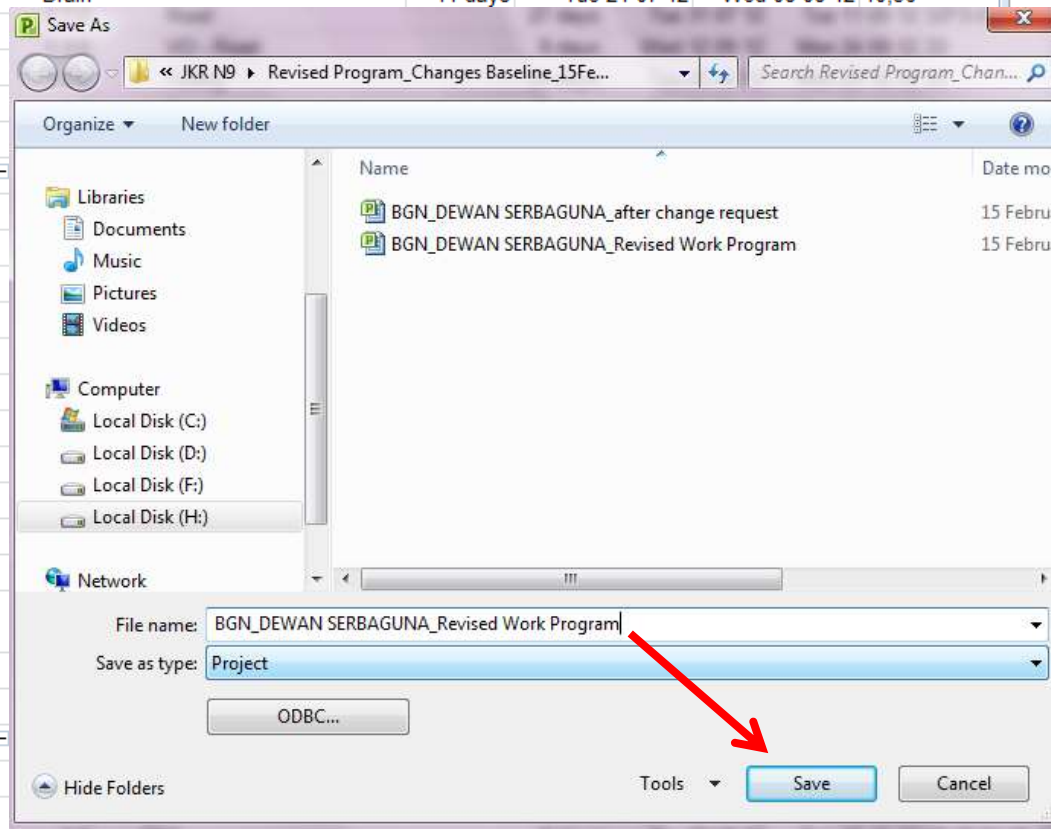
STEP 5- New baseline

	Task Name	Act. Start	Act. Finish	% Comp.	Act. Cost	Finish Variance
1	Projek Membina Bangunan Serbaguna Dan Pondok Pengawal di Bachok, Kelantan	Tue 03 01 12	NA	31%	\$318,200.00	0 days
3	Preliminaries	Tue 03 01 12	NA	56%	\$60,000.00	0 days
7	Progress Report	Mon 09 01 12	NA	55%	\$0.00	0 days
28	Certificate of Fitness for Building	NA	NA	0%	\$0.00	0 days
29	External Works	Tue 24 01 12	NA	42%	\$155,000.00	0 days
32	Drain	NA	NA	0%	\$0.00	0 days
33	Road	NA	NA	0%	\$0.00	0 days
34	VO - Road	NA	NA	0%	\$0.00	0 days
35	Turfing	NA	NA	0%	\$0.00	0 days
36	Fencing	NA	NA	0%	\$0.00	0 days
37	Bangunan Serbaguna	Sun 22 04 12	NA	14%	\$45,600.00	0 days
38	Frame	Sun 22 04 12	NA	76%	\$45,600.00	0 days
39	Wall	NA	NA	0%	\$0.00	0 days
40	Roof	NA	NA	0%	\$0.00	0 days
41	Finishes & Furniture	NA	NA	0%	\$0.00	0 days
42	Door & Windows	NA	NA	0%	\$0.00	0 days
43	Sanitary and Plumbing	NA	NA	0%	\$0.00	0 days
44	Electrical Works	NA	NA	0%	\$0.00	0 days
45	Wiring	NA	NA	0%	\$0.00	0 days
46	Lighting Switchs & Powerpoint	NA	NA	0%	\$0.00	0 days
47	Fittings	NA	NA	0%	\$0.00	0 days
48	Mechanical Works	NA	NA	0%	\$0.00	0 days
49	Air Conditional & Ventilation Works	NA	NA	0%	\$0.00	0 days
50	Completion of design changes	NA	NA	0%	\$0.00	0 days
51	Fire Protection Works	NA	NA	0%	\$0.00	0 days
52	Pondok Pengawal	Wed 25 01 12	NA	38%	\$57,600.00	0 days
54	Frame	Sun 22 04 12	NA	96%	\$57,600.00	0 days
55	Wall	NA	NA	0%	\$0.00	0 days
56	Roof	NA	NA	0%	\$0.00	0 days
57	Door, Windows and Finishes	NA	NA	0%	\$0.00	0 days
58	Minor Electrical & Mechanical Works	NA	NA	0%	\$0.00	0 days
59	T&C	NA	NA	0%	\$0.00	0 days
60	Project Finish	NA	NA	0%	\$0.00	0 days



STEP 6- Save new baseline as Revised Work Program

1		1	Projek Membina Bangunan Serbaguna Dan Pondok Pengawal di Bachok, Kelantan	216 days	Tue 03 01 12	Sun 11 11 12
3		1.2	Preliminaries	216 days	Tue 03 01 12	Sun 11 11 12
7		1.2.4	Progress Report	183 days	Mon 09 01 12	Mon 01 10 12
28		1.2.5	Certificate of Fitness for Building	14 days	Tue 23 10 12	Sun 11 11 12 59;36;35;5
29		1.3	External Works	188 days	Tue 24 01 12	Mon 22 10 12
32		1.3.3	Drain	11 days	Tue 24 07 12	Wed 08 08 12 40;56
33		1.3.4				
34		1.3.5				
35		1.3.6				
36		1.3.7				
37		1.4				
38		1.4.1				
39		1.4.2				
40		1.4.3				
41		1.4.4				
42		1.4.5				
43		1.4.6				
44		1.4.7				
45		1.4.7.1				
46		1.4.7.2				
47		1.4.7.3				
48		1.4.8				
49		1.4.8.1				
50		1.4.8.2				
51		1.4.8.3				
52		1.5				
54		1.5.2				
55		1.5.3				
56		1.5.4	Roof	15 days	Wed 30 05 12	Tue 19 06 12 54
57		1.5.5	Door, Windows and Finishes	9 days	Wed 20 06 12	Mon 02 07 12 56;55
58		1.5.6	Minor Electrical & Mechanical Works	5 days	Wed 30 05 12	Tue 05 06 12 55SS;56SS
59		1.6	T&C	7 days	Thu 27 09 12	Sun 07 10 12 58;49;51;46;47
60		1.7	Project Finish	0 days	Sun 11 11 12	Sun 11 11 12 28



Summary Table for Control

	Scope	Time	Cost
	No of task	PFD	Contract sum
Original	57	2/10	RM1,275,000 mil
New	60	11/11	RM1,395,000 mil



THANK
YOU!