| Factor | Effect |
|---|---|
| Placement in task list | Moving a task to another part of the task list can change a task's schedule. For example, a task near the top, middle or bottom of the list occurs near the beginning, middle or end of the project. |
| Duration | The longer a duration, the later a task finishes. Increasing or decreasing the duration may change the task's finish date. |
| Links | By replacing one type of link with another, you can change a task's start and finish dates or the project's end date. |
| Lead or Lag time | Changing or removing lead or lag times may change the task's start date. |
| Assigned Resources | The more resources and resource units you assign to a task, the more you decrease it's duration. |

*Table 4-2: The Scheduling Factors*