You use the Resource Leveling dialog box, shown in Figure 4-16, to set the leveling parameters.
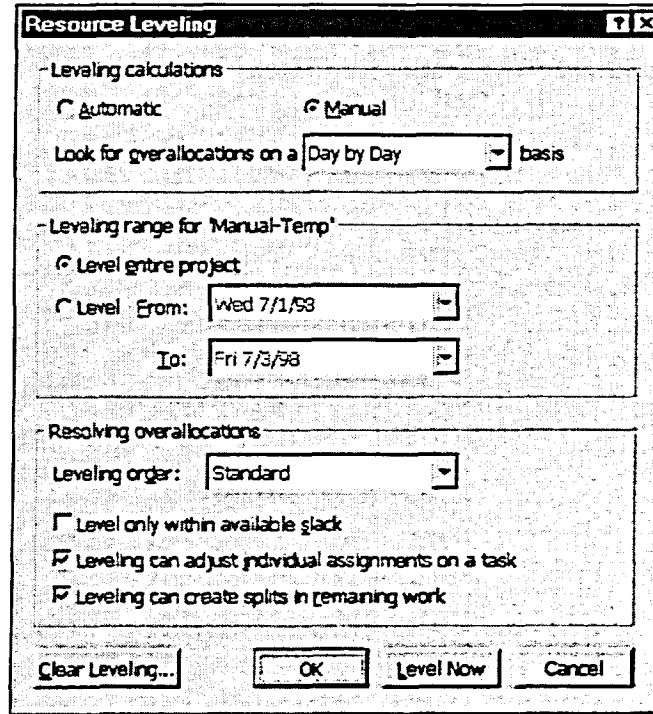


*Figure 4-16: The Resource Leveling Dialog Box*

**Figure 4-17** shows how Microsoft Project spreads out the five tasks after leveling. All tasks occur without any conflict and it appears that there are dependencies between them. Leveling is not a substitute for setting task dependencies; however, Microsoft Project will adjust the tasks as needed. Leveling also assumes that the resource can work on the tasks in any order.
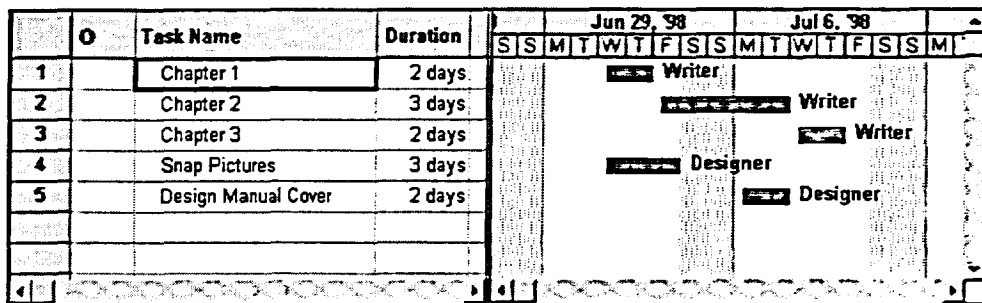


*Figure 4-17: The Simple Project after Leveling*

Resource leveling is effective only when overallocations occur across tasks, and not within tasks. For example, if two painters were assigned to a task and you have only one unit (that is, the Max Units of the resource is 100 percent), then leveling will not resolve the overallocation.