Navigating in the Gantt Chart View

The sheet pane is a tabular view that consists of rows and columns, whose intersections are called *fields*. The column headings in the Gantt Chart view are Task Name, Duration, Start, Finish, Predecessors, and Resource Names. Initially, only the first two columns, Task Name and Duration, are visible. You can display additional columns, size columns, and move around from page to page or from field to field.

The chart pane displays your tasks on a timescale. Using a timescale, you can see graphically how long each task will take to complete. A *timescale* is an indicator of time periods that appears at the top of the Gantt chart. A timescale includes two components to indicate time periods: a major and, below it, a minor component. Each timescale component can be displayed in different units. For example, **Figure 1-10** displays the major component of the timescale in units of weeks, while the minor component displays units of days.
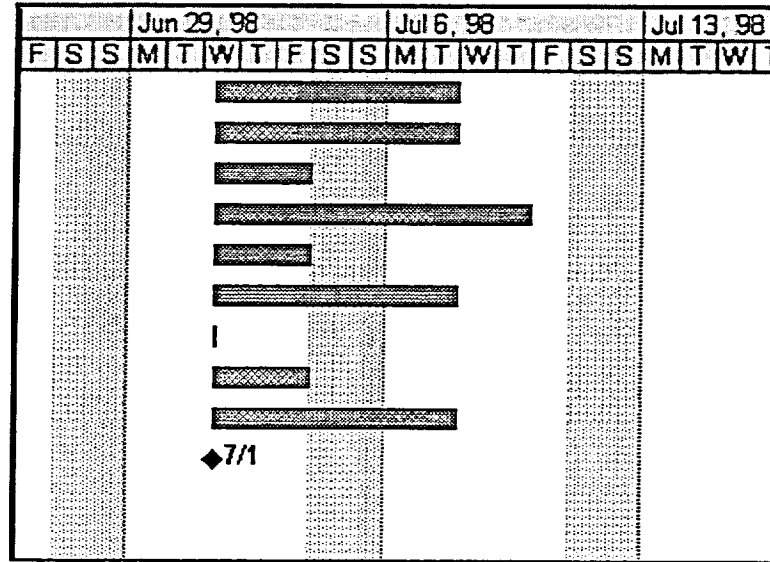

Figure 1-10: The Chart Pane