

Exploring the Microsoft Project Window

The bulk of the window, shown in Figure 1-2, is occupied by a *project view*. A Project view lets you view your information in a variety of formats. The default project view is the *Gantt Chart view*. The Gantt Chart view consists of a *sheet pane* and a *chart pane*. The *divider bar* separates the two panes and can be repositioned to display more of the sheet or more of the chart. The sheet consists of rows and columns. The chart graphically displays your schedule on a timescale. Surrounding the project view are several command interfaces, each of which lets you receive information about, or apply functions to, the data displayed in the view. Table 1-1 describes the various parts of the Microsoft Project window.

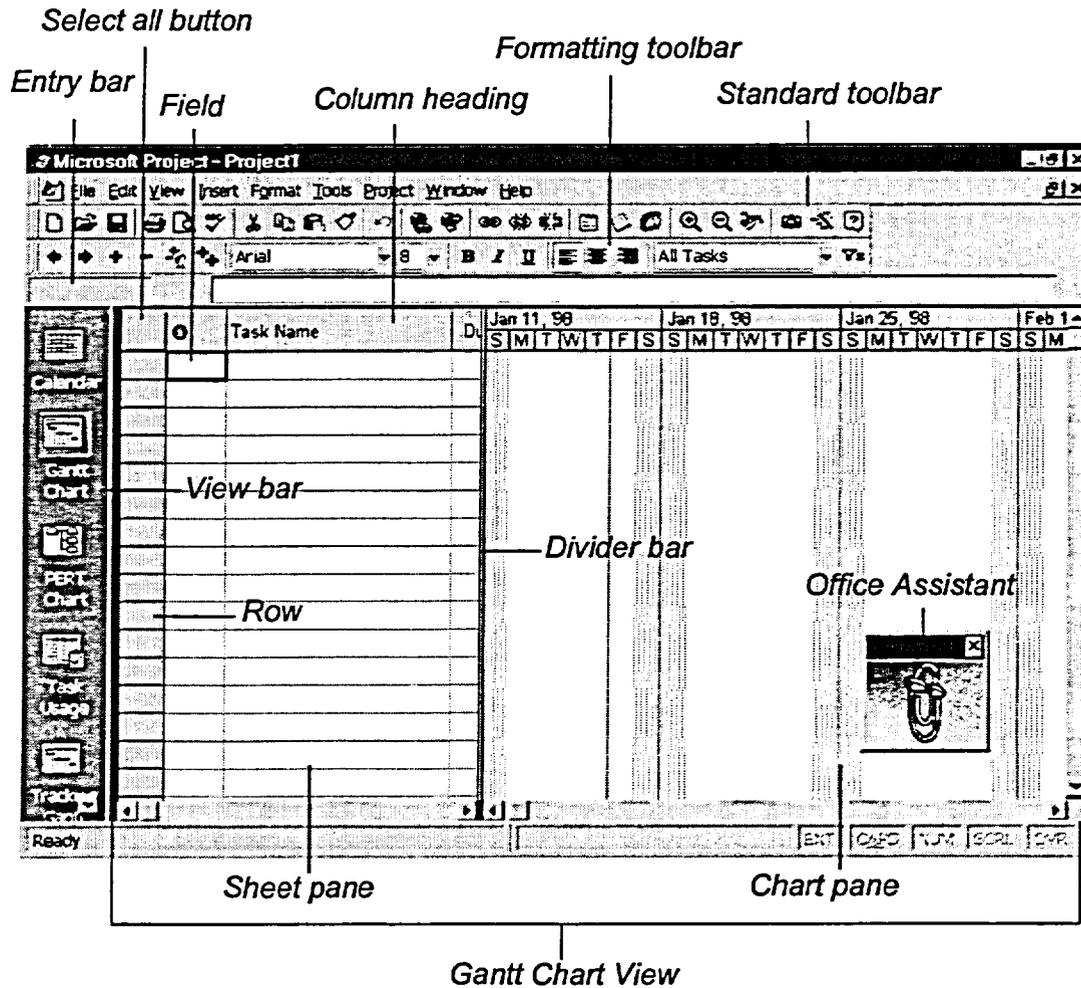


Figure 1-2: The Microsoft Project Window