Viewing Activity Timescales By Shift

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When viewing timescales by day in P6, the daily 24 hour increments are displayed from 12am to 12am. Typically most turnaround and projects have a data date that is set by some sort of shift start time, based on the general start time for an organization. This might be 6am, 7am, or 8am.

When progress is entered in P6, the progress shown in activity and resource profiles appears skewed because the data date may be set for a time in the morning (such as 7am), but the timescale increment starts at midnight. This causes the blue (progress) and green (remaining) to be stacked, and the data date slices down through the profile bar.

To clarify, the blue bar consists of progress from 12am the night before up to the data date. The green bar displays the upcoming remaining hours from the data date up to 12 midnight.

In this example there is progress shown (blue) ahead of the data date. There is also remaining shown (green) behind the data date. This is because the timescale increments are out of sync with the data date.
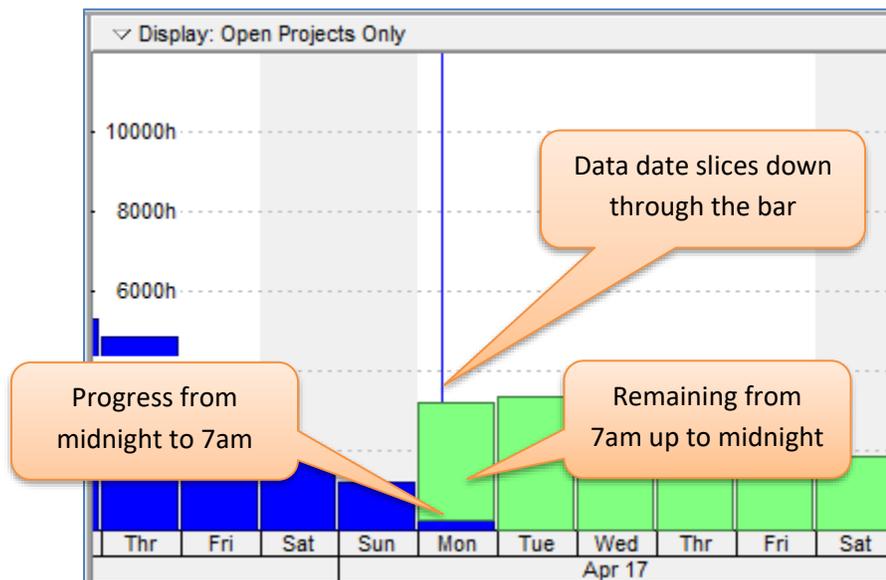
The blue progress bar is the actual hours from Monday 12am to 7am. The green is the remaining hours from Monday 7am to Tuesday morning at 12am.
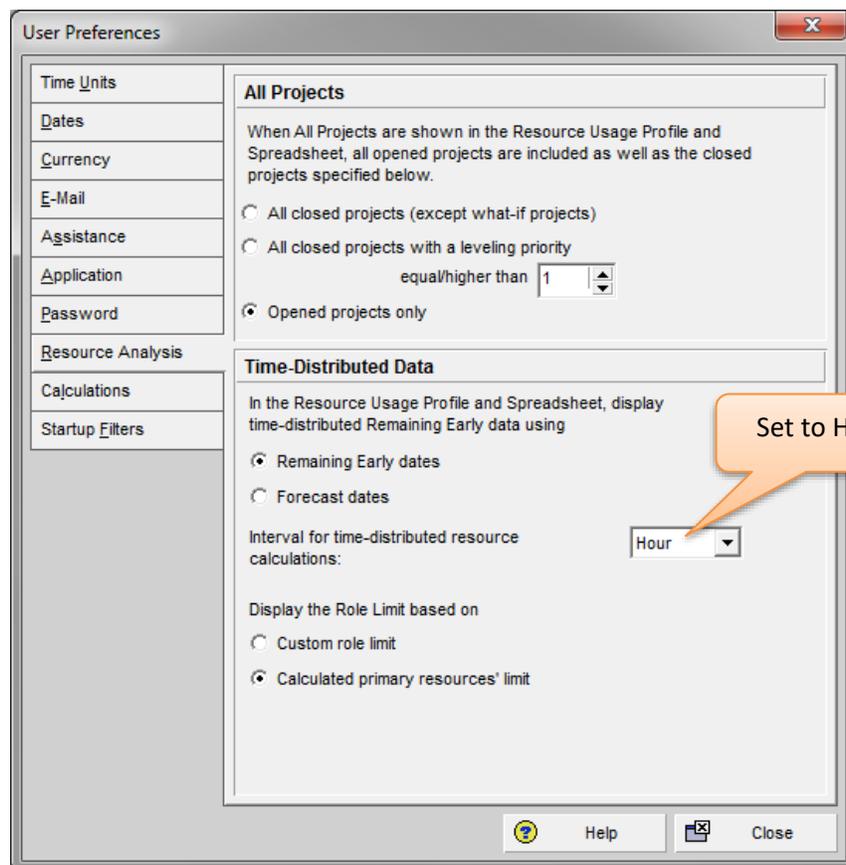
Viewing Activity Timescales By Shift

By setting up *Resource Shifts* in P6, we can offset the timescale to show progress and remaining much more accurately. If also gives us the ability to differentiate between day shift hours and night shift hours.

NOTE: P6 refers to shifts as Resource Shifts in the Enterprise menu. Although you can also assign shifts to resources in the Resources view, this document is only intended on showing how to use shifts to better display timescales in the Activities or Assignments views.

Before we can set up timescales to display by shift, we must ensure our user preferences are correct:

1) Go to *Edit, User Preferences* and select the *Resource Analysis* tab
2) Set the *Interval for time-distributed resource calculations* drop-down to **HOUR**. **This is required.** *Click OK when the warning appears.*
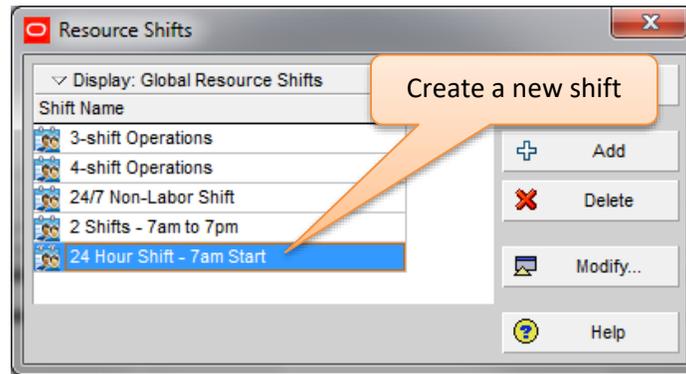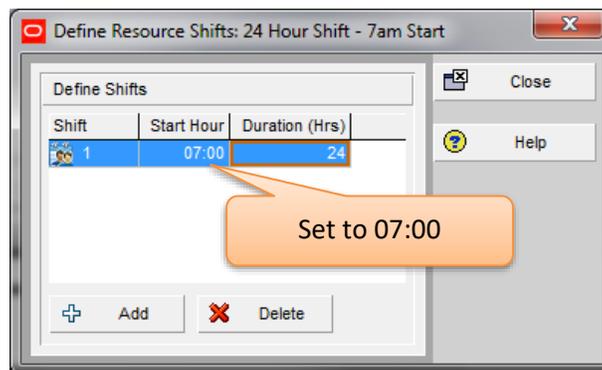
Viewing Activity Timescales By Shift

Let's start off by setting up a shift calendar that spans 24 hours, but starts at 7am:

1) Go to *Enterprise, Resource Shifts*
2) Add a new shift called **24 Hour Shift – 7am Start**

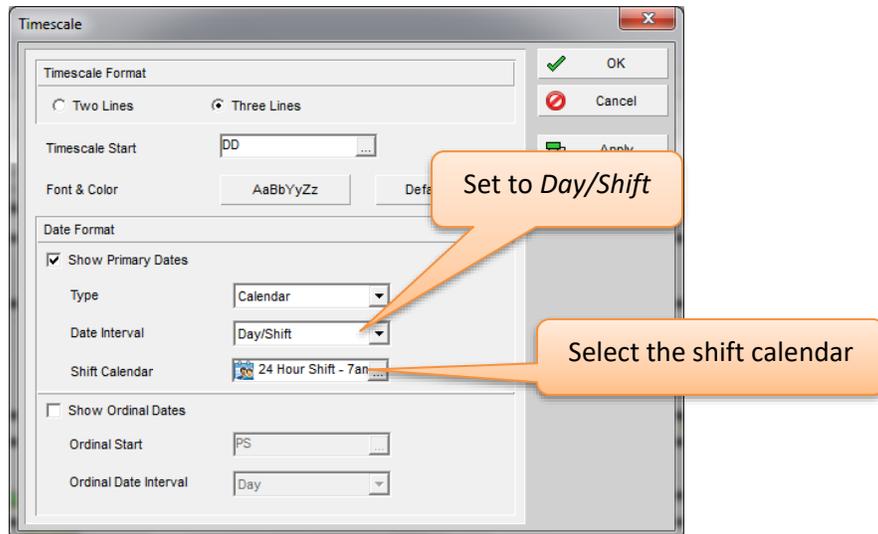3) Click *Modify* and set the *Start Hour* field to 07:00. (Do not add a second shift. We will do that later.)

4) Close the shifts windows and go to the *Activities* view.
5) Open the *Edit Timescale* window

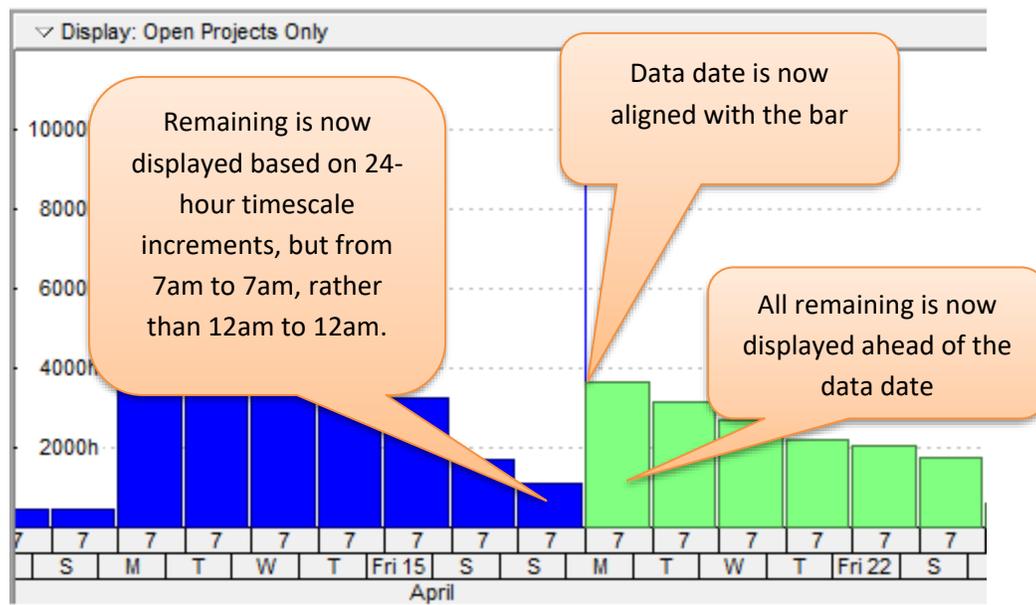## Viewing Activity Timescales By Shift

6) Set the *Date Interval* to *Day/Shift*. Set the *Shift Calendar* to **24 Hour Shift – 7am Start**

7) Click okay and review the timescale in the *Activities* view Gantt chart and resource or activity profile.

Now the shift increment start time is in sync with the data date. All progress (blue) is now behind the data date, and all remaining (green) is ahead of the data date.

Also note that this timescale has three lines; Month, Day, and Shift. The shift increments in the timescale show **7**, which indicates 07:00 or 7am.
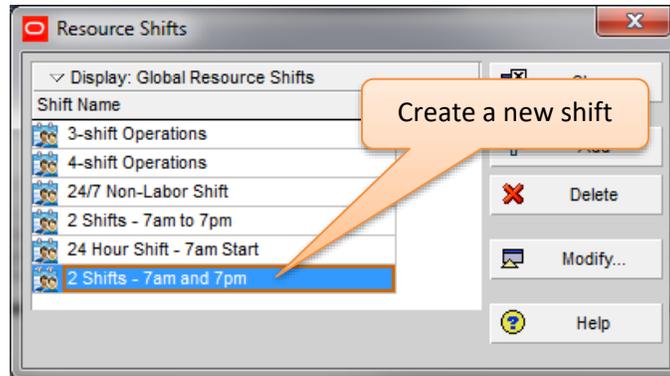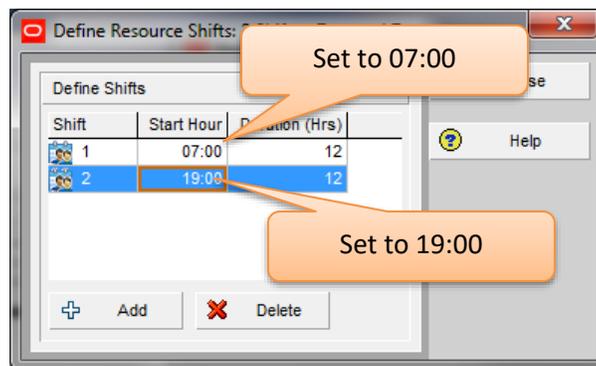
Viewing Activity Timescales By Shift

Now let's set up another shift calendar. This one will be for two shifts:

- 7am to 7pm for day shift
- 7pm to 7am for night shift

1) Go to *Enterprise, Resource Shifts*
2) Add a new shift called **2 Shifts – 7am and 7pm**

3) Click *Modify* and set the *Start Hour* field to 07:00.
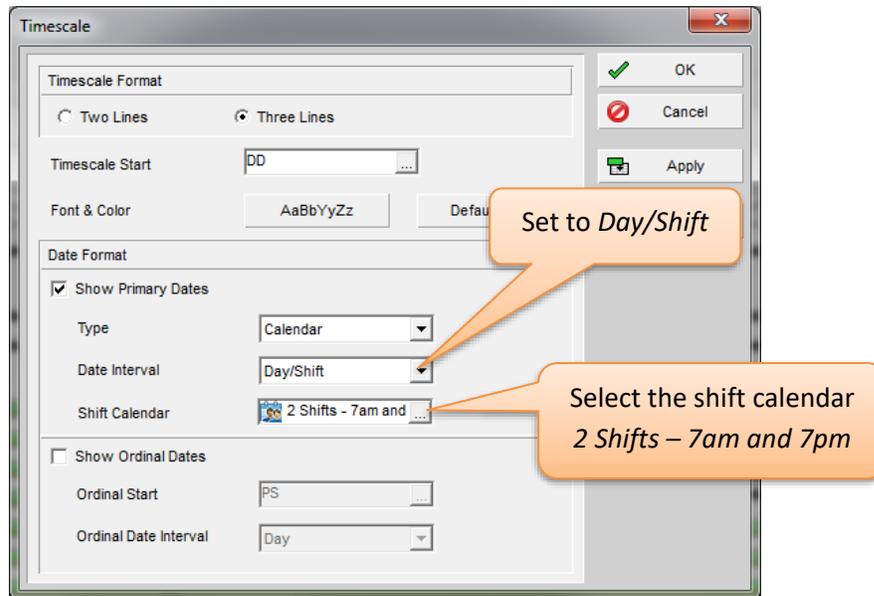4) Click the *Add* button and set the second shift start to 19:00

5) Close the shifts windows and go to the *Activities* view.
6) Open the *Edit Timescale* window

Viewing Activity Timescales By Shift

7) Set the *Date Interval* to *Day/Shift*. Set the *Shift Calendar* to **2 Shifts – 7am and 7pm**

8) Click okay and review the timescale in the *Activities* view Gantt chart and resource or activity profile.

Now we can clearly differentiate the work between the day and night shifts. The shift line in the timescale shows 7 and 19, for 07:00 and 19:00. The progress still shows behind the data date, and remaining ahead of the data date. If you are required to perform two update cycles, one every 12 hours, using a 2 shift timescale will provide a more accurate display
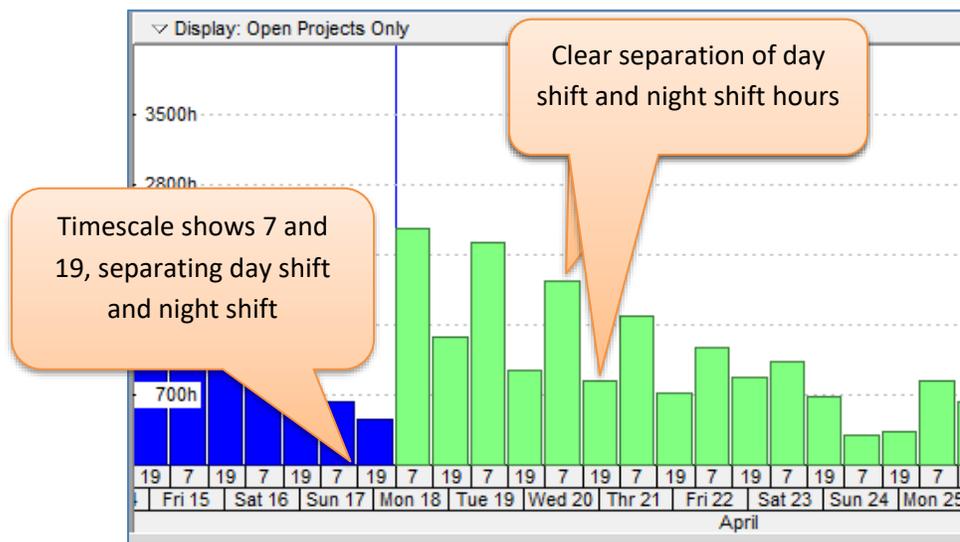

We can also clearly see that the day shift requires more people than the night shift!

Viewing Activity Timescales By Shift
Activity Tables, Resource Tables, and Assignment View Tables

Now that the shifts are created, you can also use them in table views and time-distributed reports. This is especially handy when taking data to Excel for creating S-Curves. By setting up the views by shift, you can cut and paste (or run an ASCII Text report) to Excel. Because the progress is clearly behind the data date and remaining ahead of the data date, you will not have to do extra manipulation to Excel S-Curve charts to ensure the data is displayed correctly.
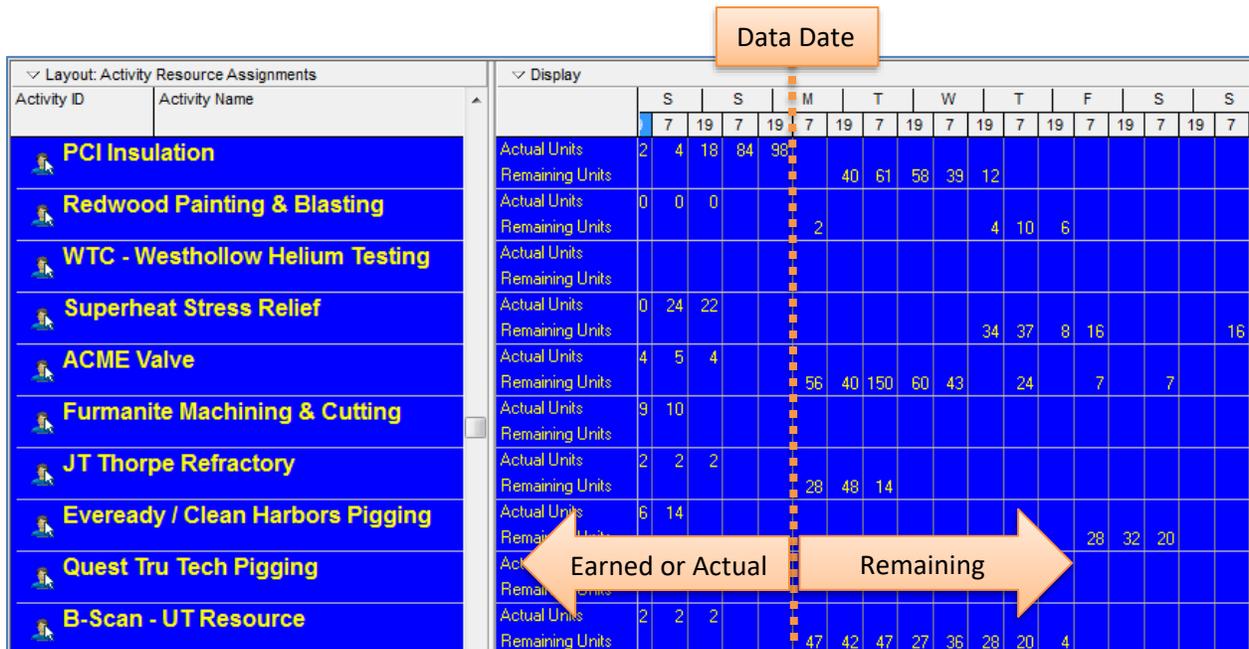
Remember to save your layout so the timescale by shift is saved with it. Also, if your organization has a different start time, like 6am, ensure that you set up your shift calendars with the correct shift start times. Here is the example for 2 Shifts – 6am and 6pm: