

# Adapting the Gantt view timescale

The screenshot shows the Microsoft Project Professional interface with the Gantt Chart view selected. The 'Timescale' dropdown menu is open, showing options like [2] Days, Hours, Quarter Days, Days, Weeks, Thirds of Months, Months, Quarters, Half Years, and Years. The 'Gantt Chart' task bar is highlighted. The 'Gantt Chart' task bar is highlighted. The 'Gantt Chart' task bar is highlighted.

**Task List:**

Task ID	Task Name	Duration	Start	Finish
1	Manage the CanNet project	1 day?	Mon 30/01/17	Mon 30/01/17
2	Set the project management framework	1 day?	Mon 30/01/17	Mon 30/01/17
3	Perform detailed design of the PTT system	1 day?	Mon 30/01/17	Mon 30/01/17
4	Write technical specification for the PTT system	1 day?	Mon 30/01/17	Mon 30/01/17
5	Prepare tendering docs for the PTT system	1 day?	Mon 30/01/17	Mon 30/01/17
6	Send invitations to tender for the PTT system	1 day?	Mon 30/01/17	Mon 30/01/17
7	Place order for the PTT system	1 day?	Mon 30/01/17	Mon 30/01/17
8	Perform the installation design	1 day?	Mon 30/01/17	Mon 30/01/17
9	Prepare installation of the PTT system	1 day?	Mon 30/01/17	Mon 30/01/17
10	Prep...	1 day?	Mon 30/01/17	Mon 30/01/17
11	Insta...	1 day?	Mon 30/01/17	Mon 30/01/17
12	Insta...	1 day?	Mon 30/01/17	Mon 30/01/17
13	Insta...	1 day?	Mon 30/01/17	Mon 30/01/17
14	Lay d...	1 day?	Mon 30/01/17	Mon 30/01/17
15	Insta...	1 day?	Mon 30/01/17	Mon 30/01/17
16	Pull...	1 day?	Mon 30/01/17	Mon 30/01/17
17	Insta...	1 day?	Mon 30/01/17	Mon 30/01/17
18	Para...	1 day?	Mon 30/01/17	Mon 30/01/17
19	Test...	1 day?	Mon 30/01/17	Mon 30/01/17
20	Perf...	1 day?	Mon 30/01/17	Mon 30/01/17
21	Writ...	1 day?	Mon 30/01/17	Mon 30/01/17
22	Prep...	1 day?	Mon 30/01/17	Mon 30/01/17
23	Send...	1 day?	Mon 30/01/17	Mon 30/01/17
24	Place...	1 day?	Mon 30/01/17	Mon 30/01/17
25	Insta...	1 day?	Mon 30/01/17	Mon 30/01/17
26	Writ...	1 day?	Mon 30/01/17	Mon 30/01/17
27	Prep...	1 day?	Mon 30/01/17	Mon 30/01/17
28	Send...	1 day?	Mon 30/01/17	Mon 30/01/17
29	Place...	1 day?	Mon 30/01/17	Mon 30/01/17
30	Arrange the furniture in the lab	1 day?	Mon 30/01/17	Mon 30/01/17
31	Prep...	1 day?	Mon 30/01/17	Mon 30/01/17

**Timescale Dialog Box:**

Top Tier: Middle Tier | Bottom Tier | Non-working time

Middle tier formatting

Units: Weeks | Label: 26 Jan '09 | Use fiscal year: ☒

Count: 1 | Align: Left | Tick lines: ☒

Timescale options

Show: Two tiers (Middle, Bottom) | Size: 100 % | Scale separator: ☒

Preview

27 Feb '17							06 Mar '17							13 Mar '17							
T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T

**Calendar View:**

February 2017

Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo
29	30	31	01	02	03	04	05	06

**It's up to you**