

# Assigning resources to activities

The screenshot displays the Microsoft Project Professional interface. The top ribbon includes 'Task', 'Resource', 'Report', 'Project', 'View', and 'Format'. The 'View' tab is active, showing a Gantt Chart view of a project named 'CanNet\_07\_activities-dur-links-res-assignments'. The Gantt chart shows tasks such as 'Manage the CanNet project', 'Develop the project management framework', and 'Perform detailed design of the PTT system'. Resources 'Tom Ayrton | Senior Plant Engineer' and 'Bob Harvey | Senior Plant Designer' are assigned to these tasks. A 'Details' button in the ribbon is highlighted with an orange box and a green arrow. A 'Gantt Chart' button in the left-hand 'View' pane is also highlighted with an orange box and a green arrow. A legend for the Resource Graph is shown in the bottom left, with a 'Click once' callout pointing to it. The Resource Graph view at the bottom shows a bar chart of resource usage over time, with a blue box labeled 'Resource Graph view' overlaid on it. The legend indicates: Overallocated (red), Allocated (blue), and Proposed (purple). The Resource Graph shows a peak of 300% overallocation in early April 2017.

**Click once**

**Resource Graph view**

**Tom Ayrton | Senior Plant Engineer**  
Overallocated: [Red]  
Allocated: [Blue]  
Proposed: [Purple]