
tryton*project*
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The *Project Module* contains the basic concepts that are needed for managing simple projects.

You can find things related to projects under the [*Projects*] main menu item.

1.1 Setting up projects and tasks

In Tryton both *Projects* and *Tasks* are just types of *Work Efforts*.

In many cases projects and tasks can be used interchangeably. However, it is often best practice to use projects for larger more complex jobs and then break these down into sub tasks for the smaller individual parts of each project. To allow you to do this you can give each project or task a parent, and any number of children.

Tip: With your projects structured like this any time and effort expended on a project or task will then also be included as part of its parent's total effort.

The *Project Module* introduces some new concepts and extends some existing concepts:

2.1 Work Effort

The *Work Effort* concept is used to represent work that must be done for projects, or parts of projects.

Each *Work Effort* is described by a name and a type, and there is space for additional comments to be added when required.

The estimated time and effort needed for a the work is recorded, and it is also possible to track the actual time and effort required.

If timesheets are selected to be used, then the time spent on the work can be recorded by [Employees](#) by creating Timesheet Lines with the right Timesheet Works. The *Timesheet Works* for the *Work Efforts* are automatically created and deleted as needed.

The current progress of a project's work and its *Work Status* is also recorded.

A project's work can be structured by giving work efforts a parent and some children, if required.

Each *Work Effort* has a type. Once a work effort has been created it can be changed to a different type if its scope, or the amount of work required, changes.

See also:

Work efforts can be found by opening the main menu item:

Project → *Configuration* → *Works Efforts*

2.1.1 Project

A *Project* is a type of *Work Effort* that is used for larger and more complex work.

It can have a [Party](#) and [Party Address](#). These are used to record who the project is for.

See also:

A list of projects can be found using the main menu item:

Project → Projects → Projects

2.1.2 Task

A *Task* is a type of *Work Effort* that is used for smaller pieces of work.

See also:

A list of tasks can be found using the main menu item:

Project → Projects → Tasks

2.2 Work Status

The *Work Status* concept is used to define the different stages that a project's *Work* goes through.

Each status can be used with one, or more, types of work.

The progress set on the work status defines the minimum amount of progress needed for work to have that status.

See also:

The available *Work Statuses* are found using the main menu item:

Project → Configuration → Work Status