70-178^{Q&As}

Microsoft Project 2010, Managing Projects

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QUESTION 1

Your customer wants to receive your project\\'s Timeline view in a document by e-mail.

You need to create a document that contains only the Timeline view.

You select the Timeline view. What should you do next?

A. Select Sync With Task List.

B. Select Create PDF/XPS Document.

C. Select Save View.

D. Select Visual Reports.

Correct Answer: D

QUESTION 2

Your project has a part-time resource who works 4 hours a day from Monday through Thursday.

You need to ensure that your project plan accommodates the part-time resource.

What should you do?

A. Update the base project calendar.

B. Change the working time for the resource.

C. Change the maximum units for the resource.

D. Assign the resource only to tasks that are scheduled on the working days.

Correct Answer: B

QUESTION 3

You need to be able to send the custom Quick Access Toolbar to all users. What should you do?

A. Use the Reset all customizations option.

B. Use the Organizer tool.

C. Save the project as a Project 2010 template (.mpt) file.

D. Use the Export all customizations option.

Correct Answer: D

QUESTION 4

You have a project schedule in progress.

You need to view only the tasks that currently affect the overall completion date.

What should you do in the Gantt Chart view?

A. Apply the Priority group.

B. Apply the Incomplete Tasks filter.

C. Apply the Late Tasks filter.

D. Apply the Critical Tasks filter.

E. Apply the Status group.

Correct Answer: D

QUESTION 5

You receive approval for a project plan that is yet to start.

You need to ensure that all project tasks start no earlier than September 13, 2010.

Which project level field should you set?

A. Change the Status Date field to 9/13/2010.

B. In the Current Date field, type 9/13/2010.

C. In the Start Date field, type 9/13/2010.

D. Change the calendar type in the Project Options dialog box.

Correct Answer: C

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