

## 74-343<sup>Q&As</sup>

Managing Projects with Microsoft Project

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#### **QUESTION 1**

You are a program manager for a complex software development project. You use Microsoft Project to manage your project. Your resources work on many different projects across the program, and you need to resolve resource over

allocations. Your project team uses a resource pool to manage resources.

Resource1 has been assigned to assist on a project that is on the critical path. After assigning Resource2 to the task, you notice that Resource1 is over allocated during the month of November. Project A, which is on critical path, takes priority

over Project B, which Resource1 is also assigned to.

Using resource leveling in Microsoft Project, you need to resolve the over allocation for Resource1 for the month of November only. What should you do?

- A. Set the priority of Project A to 1000 and the priority of Project B to 500, Set the Leveling Range for November. Change the leveling order to Priority, Standard. Select Level Resource, and choose Resource1 and Level Now.
- B. Set the priority of Project A to 500 and the priority of Project B to 1000. Set the Leveling Range for November. Change the leveling order to Standard and select Level Resource. Then choose Resource1 and Level Now.
- C. Set the priority of Project A to 1000 and the priority of Project B to 500. Change the leveling order to Standard, and select Level All.
- D. Set the priority of Project A to 500 and the priority of Project B to 1000. Change the leveling order to Priority, Standard, and select Level All.

Correct Answer: A

#### **QUESTION 2**

You are reviewing a schedule in Microsoft Project. Your organization works a standard eight hours per day and 40 hours per week.

You observe that the mechanical engineer is scheduled to work 10 hours per day for two days on a task, but the cost calculated for the task is \$1,600. You believe the total should be \$1,720.

You need to identify the cause of this calculation error.

Which two troubleshooting steps should you perform? Each correct answer presents part of the solution.

- A. Review the mechanical engineer\\'s work on the task, and ensure that total Work is set to 8h and Ovt.Work is set to 2h.
- B. Review the mechanical engineer\\'s rate information, and ensure that Std.Rate is \$100/hr.
- C. Review the mechanical engineer\\'s work on the task, and ensure that total Work is set to 16h and Ovt.Work is set to 4h.
- D. Review the mechanical engineer\\'s rate information, and ensure that Std.Rate is \$80/hr and Ovt.Rate is \$120/hr.
- E. Review the mechanical engineer\\'s rate information, and ensure that Std.Rate is \$80/hr and Cost/Use is \$120/hr.



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Correct Answer: C

#### **QUESTION 3**

You are a project manager who uses Microsoft Project.

You work in a software development project, which is in progress and has reached 60% of actual progress. Your company decides to use the new Project Reports views to communicate all the project progress across the key users. They also

decide to report information about a specific period only, normally one month behind the current day.

You need to access the report view that your company previously created; however, you must only modify the period displayed in the report and ensure that another period will not be presented.

What should you do?

- A. Access your report and change the scale by zooming in and out.
- B. Access your report and create a new Date Range group.
- C. Access your report and use the default Date Range filter.
- D. Access your report view and edit the time category under the field list pane.

Correct Answer: D

#### **QUESTION 4**

This question requires that you evaluate the underlined text to determine if it is correct.

You are using Microsoft Project to manage a building construction project. One of your resources is a backhoe that is rented at \$500 per day. You must add the backhoe to the Resource Sheet as a Material Resource with a cost per use of

\$500.

Review the underlined text. If it makes the statement correct, select "No change is needed". If the statement is incorrect, select the answer choice that makes the statement correct.

- A. as a Work Resource with a standard rate of \$500 per day
- B. as a Material Resource with a standard rate of \$500 per day
- C. No change is needed.
- D. as a Work Resource with a cost per use of \$500

Correct Answer: B

References: https://www.microsoftpressstore.com/articles/article.aspx?p=2199424andseqNum=2



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#### **QUESTION 5**

You are tracking a project schedule by using Microsoft Project. The project schedule contains a baseline.

You need to display a view that displays the slippage of the current plan as compared to the baseline for the schedule.

Which two actions will achieve the goal? Each correct answer presents a complete solution.

- A. Display the Leveling Gantt and format the chart to display the current plan schedule.
- B. Display the Tracking Gantt view with the Usage table.
- C. Display the Detail Gantt view.
- D. Display any Gantt chart view and configure the view to display slippage.

Correct Answer: B

References: https://support.office.com/en-us/article/Overview-of-Project-views-6cb1dbcd-5cd5-4cc2-a878-aa365564266d

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