



# 70-178<sup>Q&As</sup>

Microsoft Project 2010, Managing Projects

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### QUESTION 1

You need to ensure that you can view only the tasks on your projects critical path. What should you do?

- A. On the Advanced tab of the Project 2010 options, select the Calculate multiple critical paths check box.
- B. View the projects Gantt chart and apply the Critical group.
- C. View the project's Gantt chart and apply the Critical filter.
- D. On the Advanced tab of the Project 2010 options, modify the Tasks are critical if slack is less than or equal to option.

Correct Answer: C

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### QUESTION 2

You attempt to print the task table and Gantt chart horizontally. However, the task names do not appear on each printed page. You need to ensure that the task names are printed on each page. What should you do?

- A. Modify the settings in the Column Settings dialog box of the Task Name column.
- B. Select the Task Name column and click Print.
- C. Select the Task Name column and click Add to Timeline.
- D. Modify the settings in the Field Settings dialog box of the Task Name column.
- E. Modify the settings in the Page Setup dialog box.

Correct Answer: E

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### QUESTION 3

You create a custom Timeline view of summary tasks and key milestones.

You need to send an image of only the custom Timeline view by e-mail.

Which two actions could you perform? (Each correct answer presents a complete solution. Choose two.)

- A. On the File menu, select Save and Send, and then click Create a PDF/XPS Document.
- B. On the File menu, select Save and Send, and then click Send as Attachment.
- C. On the Format tab, select Copy Timeline, and then click For email.
- D. Copy and paste the Timeline view into the body of the e-mail.

Correct Answer: AB

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#### QUESTION 4

You are reviewing the task details of your project. You receive the following warning message:

"This task has resources assigned which are over-allocated."

You need to be able to identify a possible resolution for the over-allocated resources.

What should you do?

- A. Change the task type to Fixed Work, and then recalculate the project.
- B. Change the task type to Fixed Units, and then recalculate the project.
- C. Increase the task duration values for the task.
- D. Use the Task Inspector tool.
- E. Set the Level Assignments flag to Yes for the task, and then recalculate the schedule.

Correct Answer: D

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#### QUESTION 5

You track all costs on your project. You need to track task-level airfare costs that do not depend on the amount of work or duration of a task. What should you do?

- A. Use a work type resource.
- B. Create a custom field and capture travel costs at the project level.
- C. Use a budget resource.
- D. Use a cost type resource.

Correct Answer: A

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