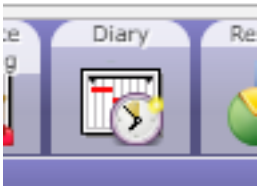
2) How to use Diary Entry on Projeqtor?

The Diary Entry 

on Projeqtor is where you will find all your allocated activities and work tasks that have been scheduled for you to work on each specific day.Â The Diary entry is based on a number of factors and is also based on the total number of allocated hours you entered in Validated Work Hours.

The Diary Entry provides you with Day, Week, Month View. It is default to Week View.

To view the allocated work on a specific day click on the date number.

To view the allocated work on a specific week, click on the label month that is seen on the left of your screen.

To view the allocatedÂ work on a specific month, click on the week numbers located on the left of your screen.

To view an activity, simply press it.

Â

More information about the Diary Entry can be found on the Projeqtor website Help Desk at https://manual.projeqtor.org/html_en/

Attached files:

Unique solution ID: #1310
Author: Lei Bao
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URL: https://staff.iconic.productions/KB/content/0cat=68/311/en/2-how-to-use-diary-entry-on-projeqtor.html