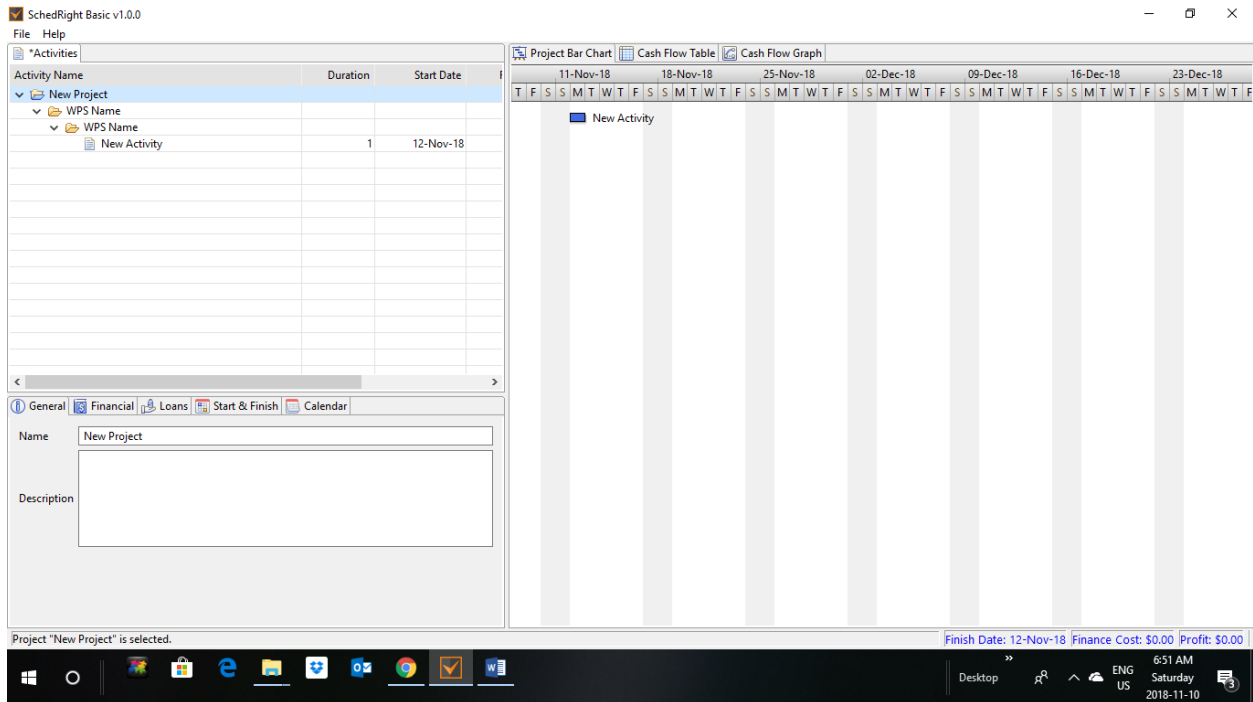




SchedRight User Guide

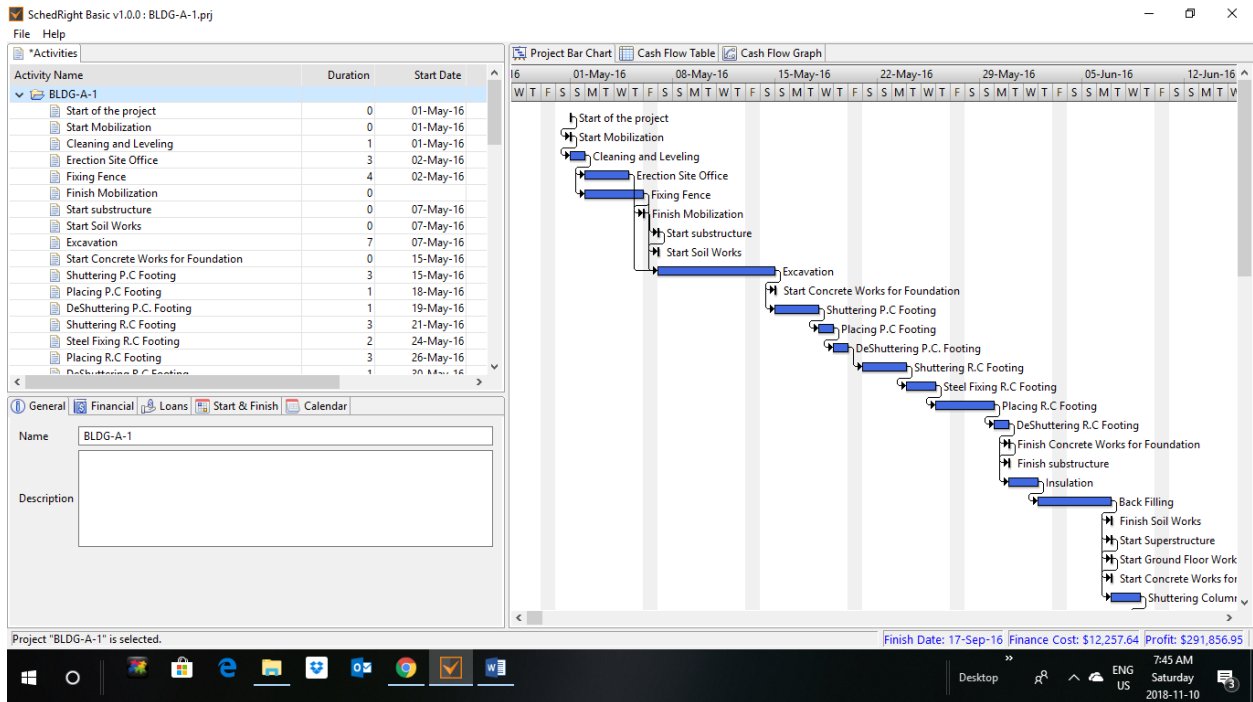
By:
Ashraf Elazouni, Ph.D., PMP, P.Eng.
Founder,
aelazouni@schedright.com
Tel. 613 716-7015



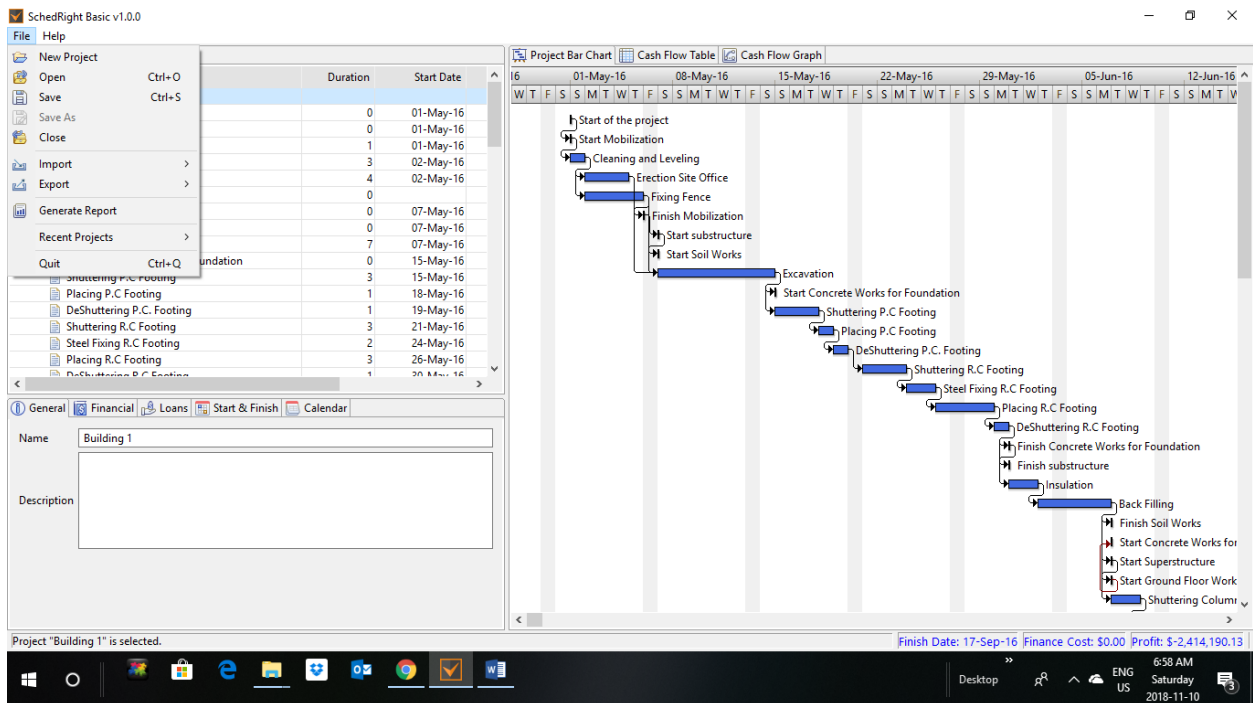
The software opens on the above screen above where you can construct a project schedule by right clicking on “New Project” and selecting “WBS Name” to add a work breakdown structure name or “New Activity” to add a new activity.

When you select “New Activity” or “New Project”, you can change the name and add relevant information using the tabs on the lower left-hand part of the screen.

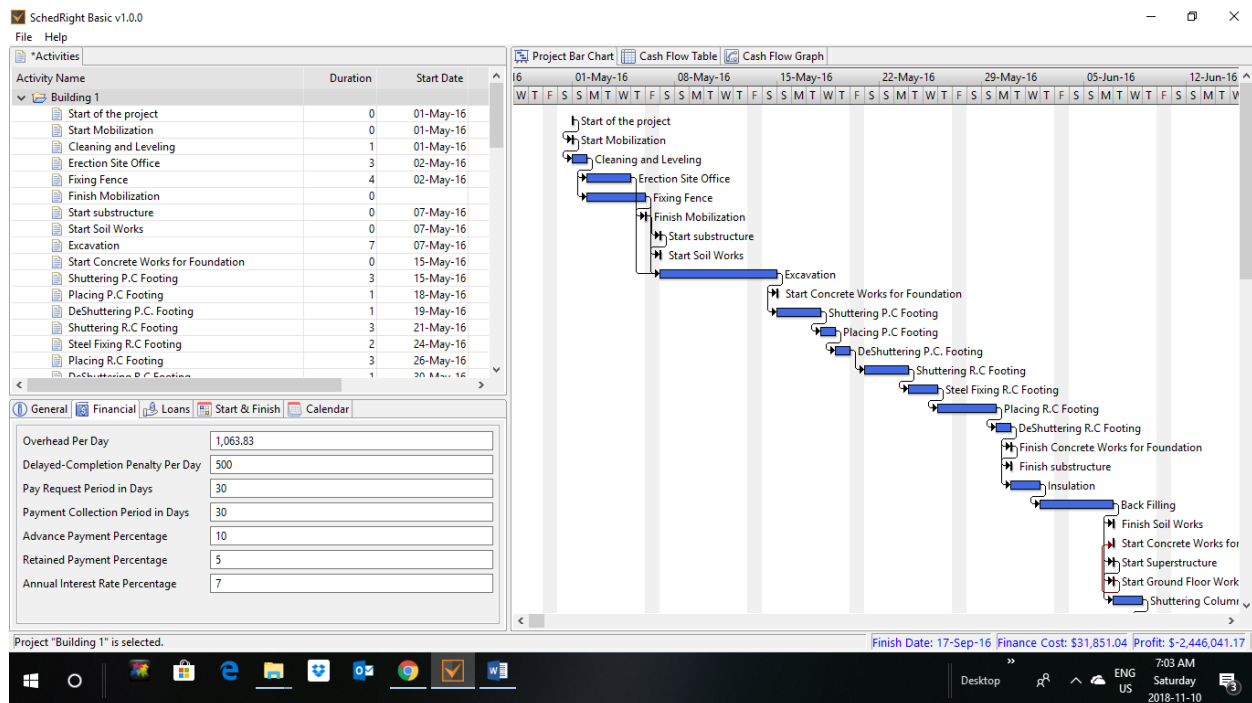
In addition, SchedRight allows you to import xml P6 schedules. The following is a detailed explanation on how to import P6 schedules into SchedRight and add the data and information relevant to the cash flow.



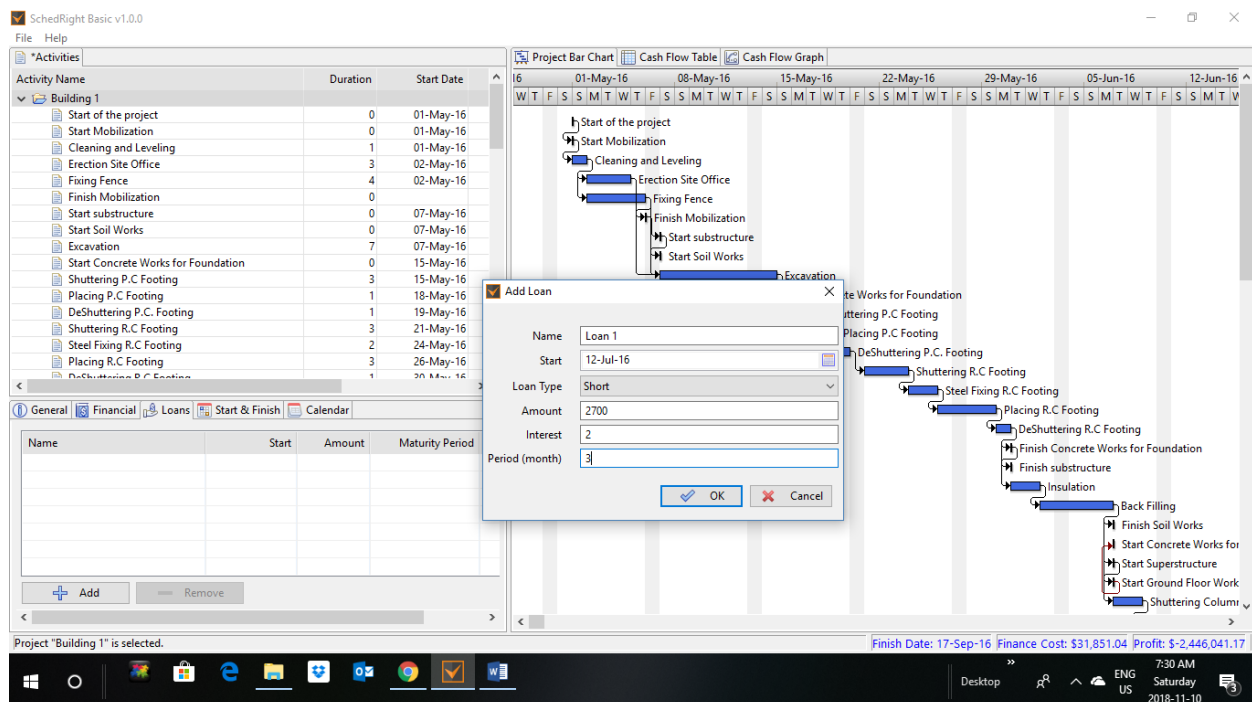
As shown in the screen above, xml P6 project “BLDG-A-1” can be imported into SchedRight. All project information are automatically entered including the project name, activities, activities cost and dependencies, project start date, and calendar. The bar chart is displayed the same as it is in P6.



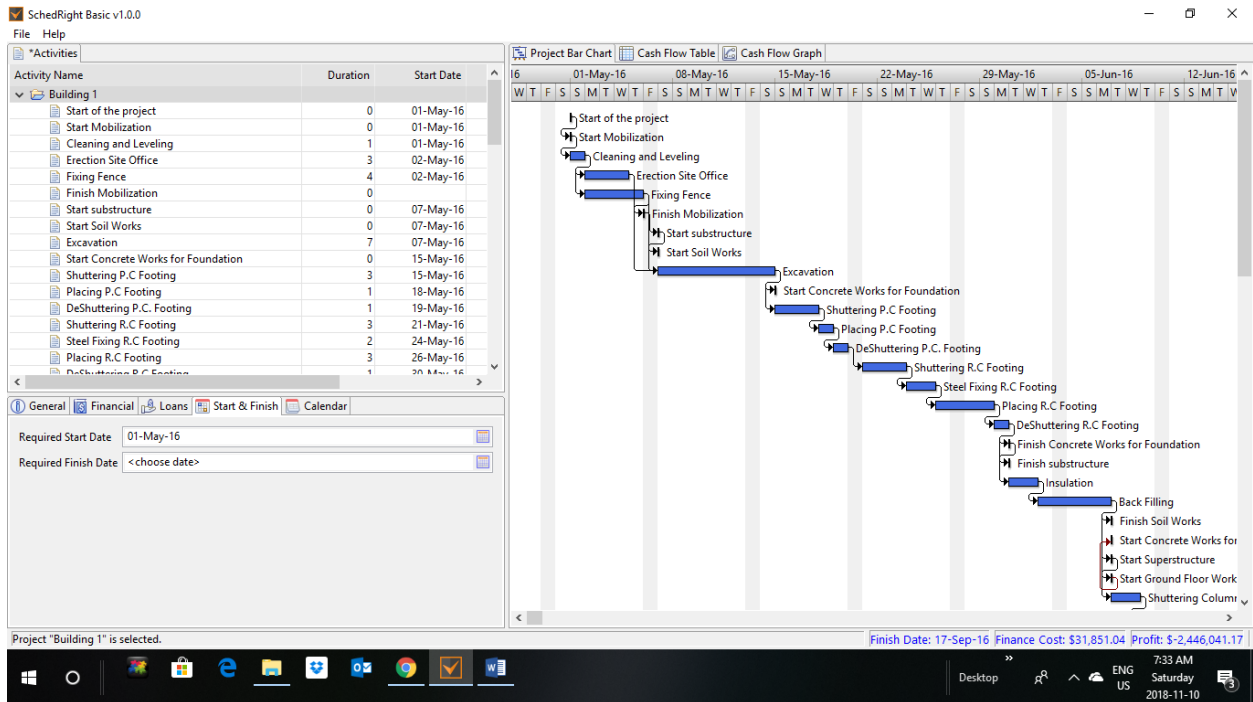
The “General” tab in the lower left-hand part of the screen, you will see the project name in P6 xml file which you can change and save as “Building 1” using “Save As” under “file” in the menu bar.



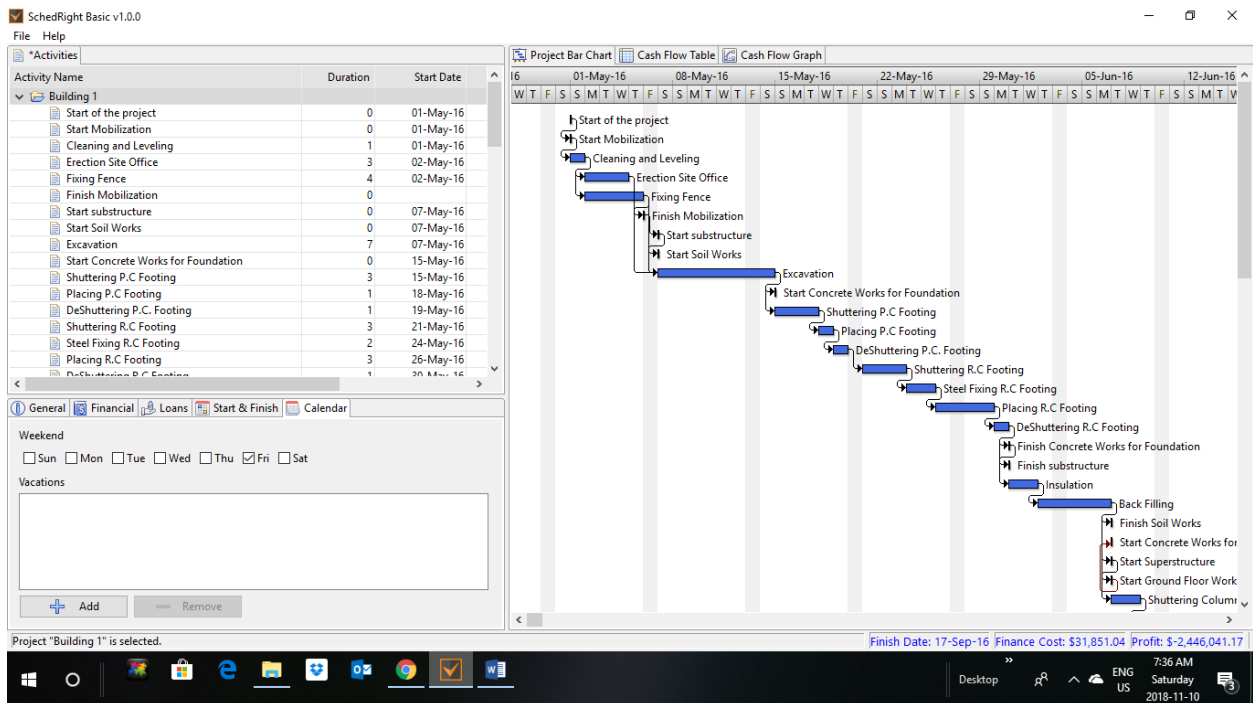
In the “Financial” tab on the screen above, the overhead cost is automatically entered from P6 xml file. For projects constructed in SchedRight, the total project overheads are entered. In both cases, the billing information, contract financial clauses, and the annual interest rate are entered.



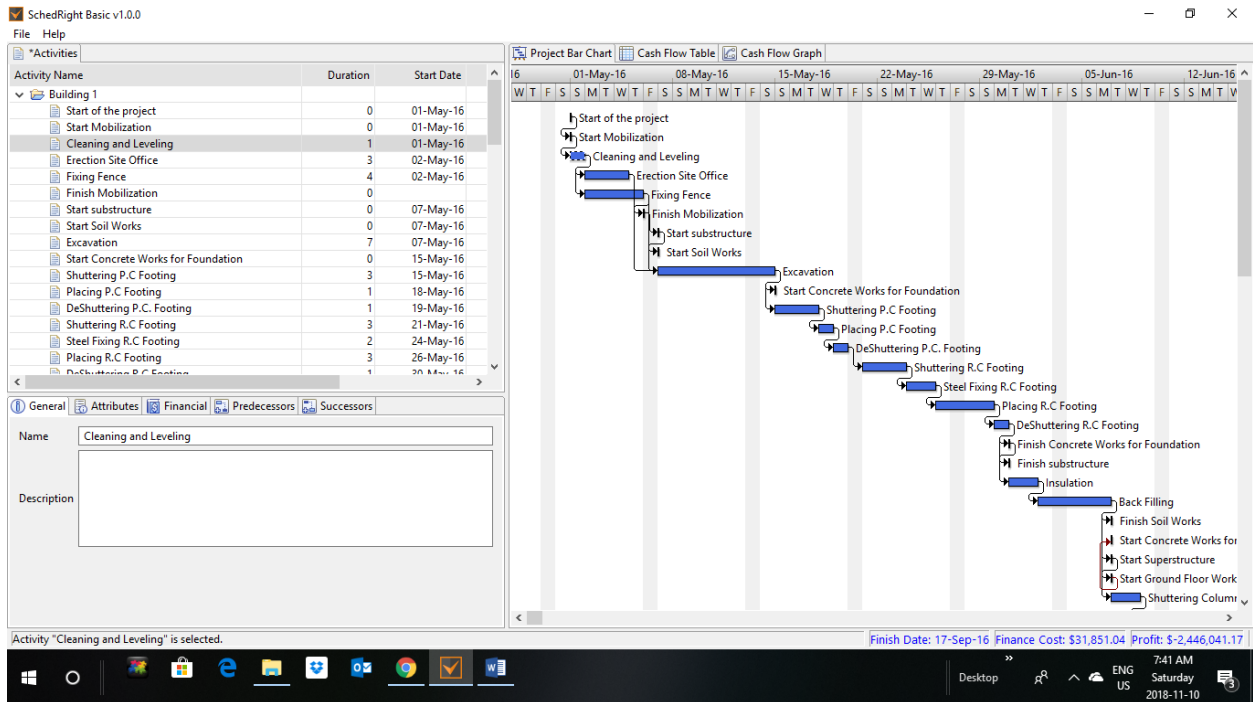
In the “Loan” tab, the user is allowed to introduce external short or long-term loans and explore the impact of the borrowed money on the financing cost and overdraft amounts.



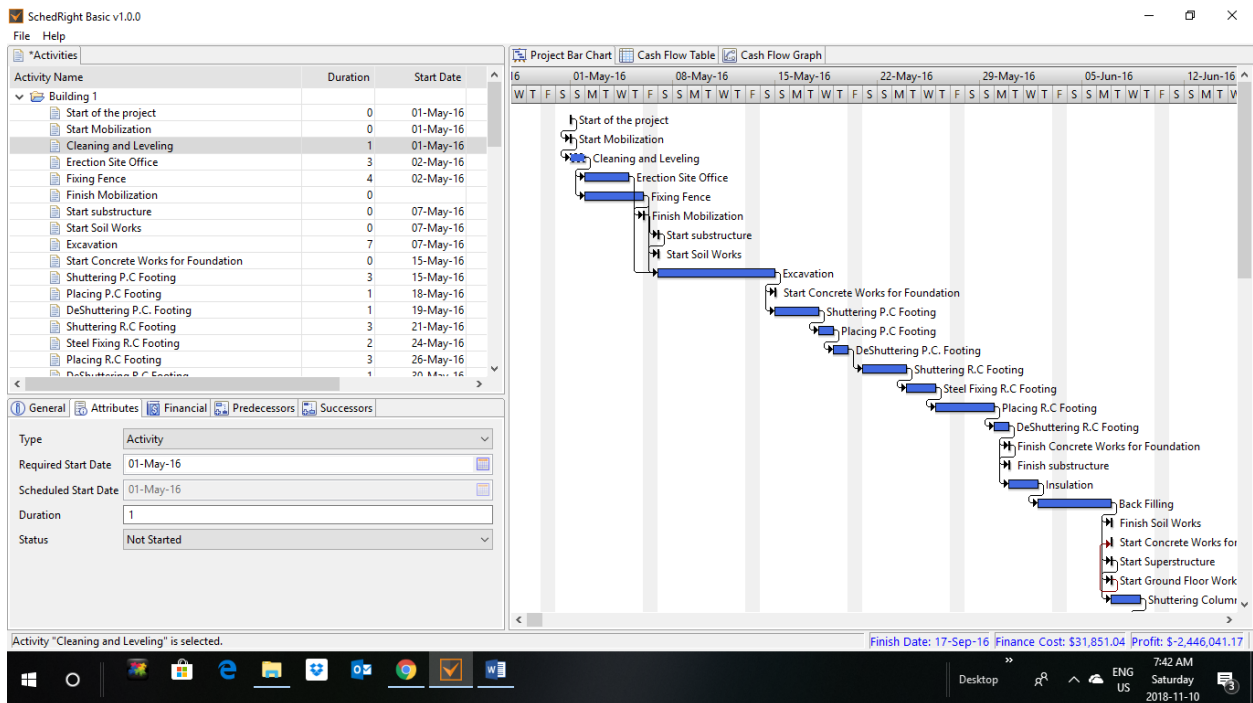
In the “Start & Finish” tab of the screen above, you can see the start date of your P6 imported schedule. You can change/specify your project’s “Required Start Date” and “Required Finish Date” that might be stipulated in the contract.



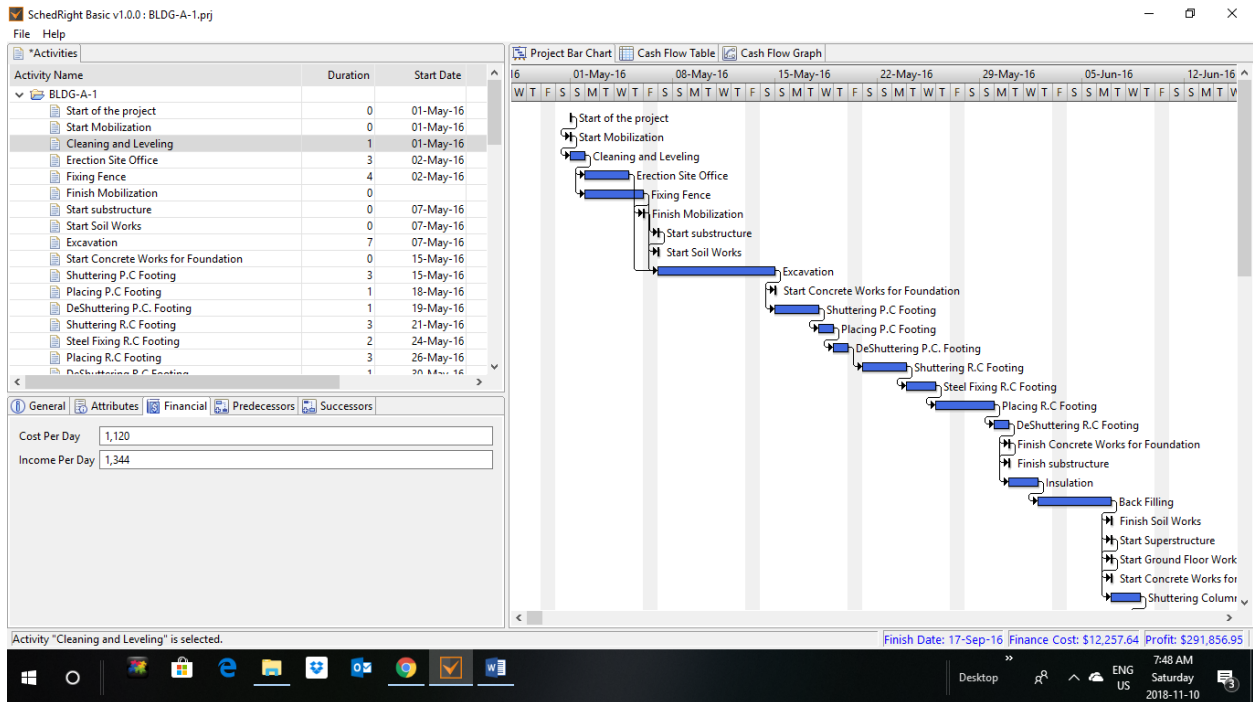
In the “Calendar” tab on the screen above, you can specify your project’s “Weekend” and “Vacations”



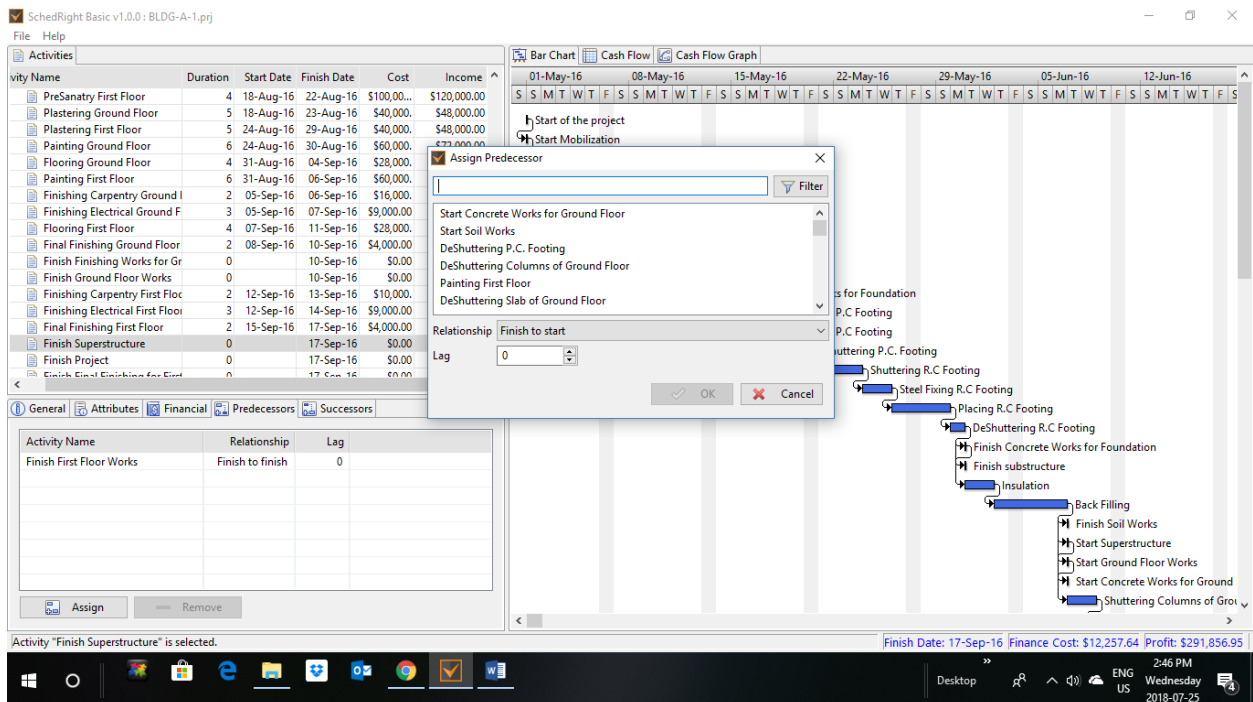
If you click on any activity in the activities' list above or in the bar chart, you get a different set of tabs in the lower left-hand part of the screen. The "General" tab allows to change the name of the activity and provide brief description.



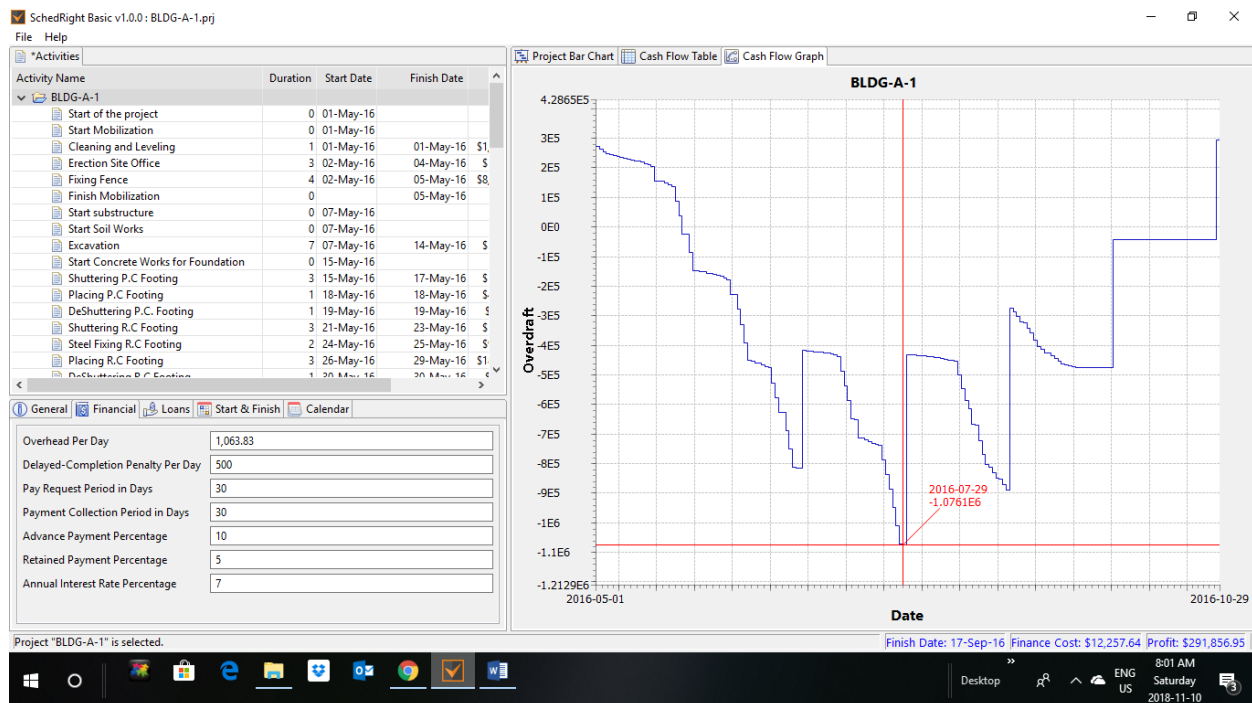
The first box in "Attributes" tab allows to select whether it is Activity, Start Milestone, or Finish Milestone. The second box allows to fix the start of the activity to a specific date. The third box displays the "Scheduled Start Date" which the user is not allowed to change. The fourth box shows the duration. The fifth box describes the activity status and whether it is "Not Started", "In Progress", or "Finished".



In “Financial” tab, the total activity cost obtained from xml files is prorated to calculate the cost per day. For schedules constructed in SchedRight the user can enter the activity cost per day. In both cases, the user should enter daily earned value for the pay activities based on the contract price in the “Income Per Day” cell. The total earned value of the pay activities is displayed now in the “Income” column.



In the “Predecessor” and “Successor” tabs, the user is allowed to specify the predecessors/successors of an activity, the relationship (FS, SS, FF), and the lag. These information are automatically entered into SchedRight from xml P6 files.

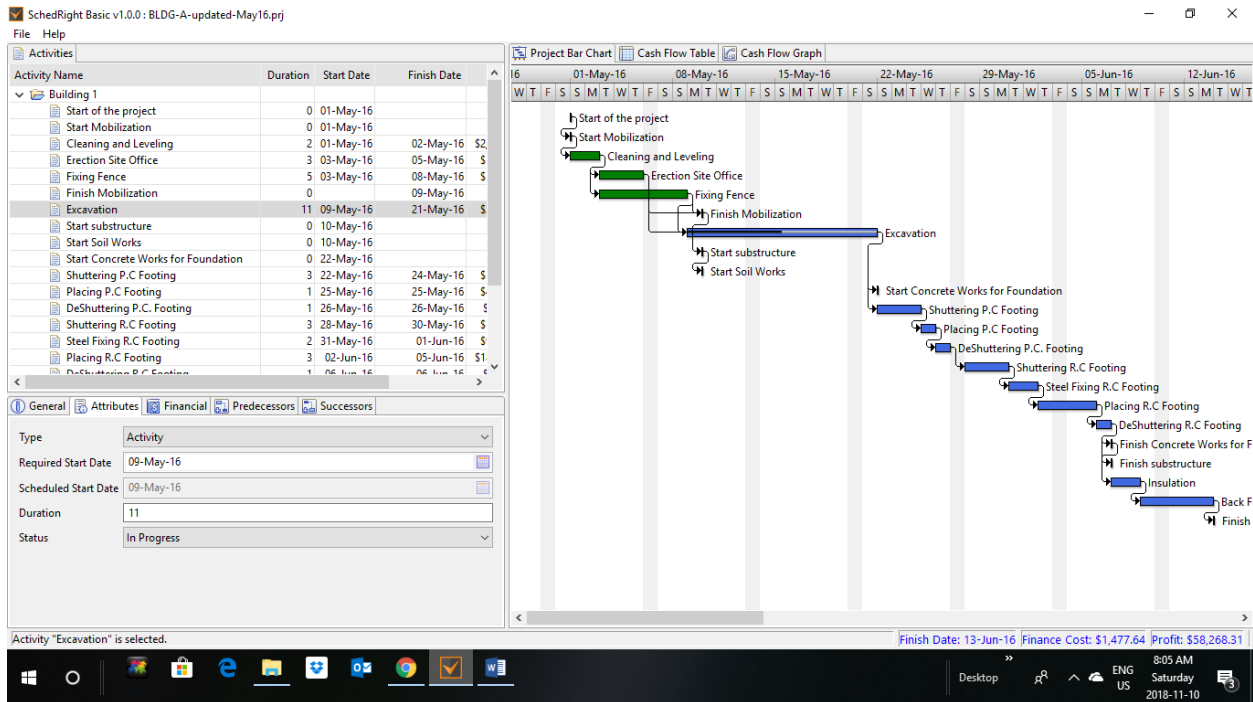


Now you can move to the right-hand part of the screen and press on “Cash Flow Graph” tab to display the project cash flow. The red cross-hair allows to move it to any point on the graph and find out the date and corresponding overdraft value.

The screenshot shows the 'Cash Flow Table' tab in the SchedRight Basic v1.0.0 software. The table displays daily cash flow data for the project 'BLDG-A-1'. The columns are: Date, Expenditures, Payments, Overdraft, Bank Interest, and Overdraft including interest. The status bar at the bottom indicates: **Project "BLDG-A-1" is selected.** **Finish Date: 17-Sep-16** **Finance Cost: \$12,257.64** **Profit: \$291,856.95**

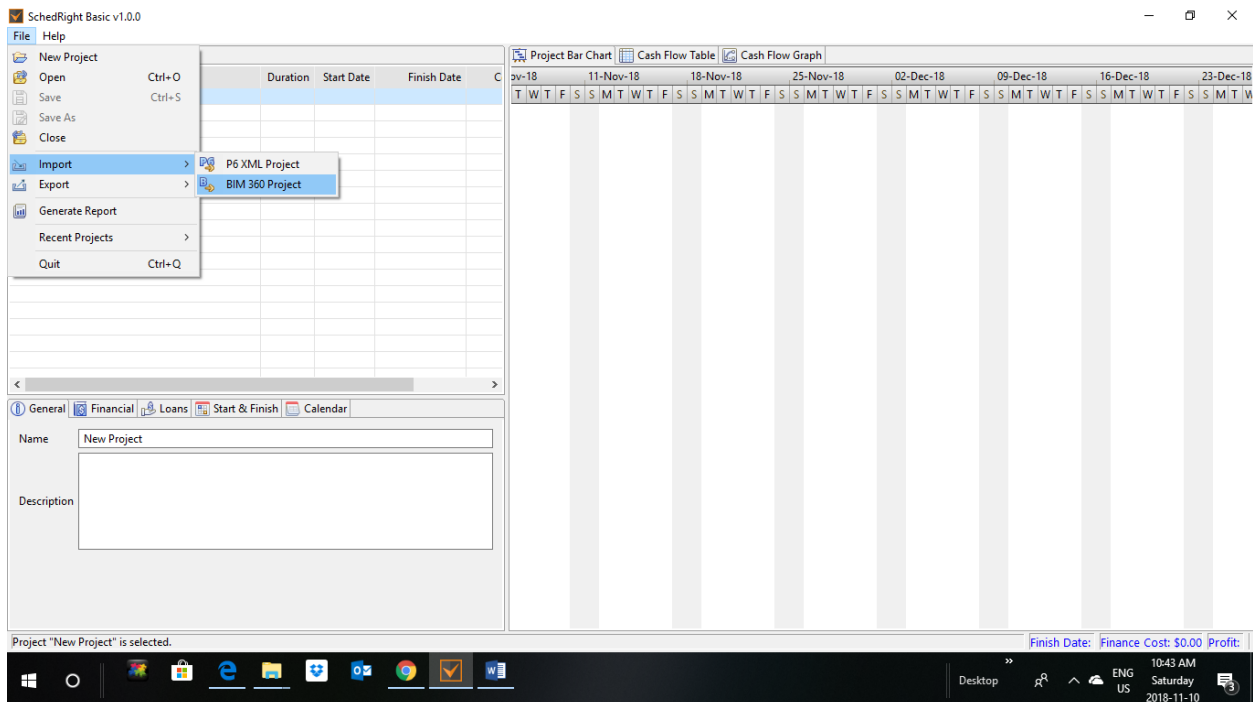
Date	Expenditures	Payments	Overdraft	Bank Interest	Overdraft including interest
01-May-16	\$2,183.83	\$271,830.47	\$269,646.64	\$0.00	\$269,646.64
02-May-16	\$8,063.83	\$0.00	\$261,582.81	\$0.00	\$261,582.81
03-May-16	\$8,063.83	\$0.00	\$253,518.98	\$0.00	\$253,518.98
04-May-16	\$8,063.83	\$0.00	\$245,455.15	\$0.00	\$245,455.15
05-May-16	\$3,063.83	\$0.00	\$242,391.32	\$0.00	\$242,391.32
06-May-16	\$1,063.83	\$0.00	\$241,327.49	\$0.00	\$241,327.49
07-May-16	\$3,133.83	\$0.00	\$238,193.66	\$0.00	\$238,193.66
08-May-16	\$3,133.83	\$0.00	\$235,059.83	\$0.00	\$235,059.83
09-May-16	\$3,133.83	\$0.00	\$231,926.00	\$0.00	\$231,926.00
10-May-16	\$3,133.83	\$0.00	\$228,792.17	\$0.00	\$228,792.17
11-May-16	\$3,133.83	\$0.00	\$225,658.34	\$0.00	\$225,658.34
12-May-16	\$3,133.83	\$0.00	\$222,524.51	\$0.00	\$222,524.51
13-May-16	\$1,063.83	\$0.00	\$221,460.68	\$0.00	\$221,460.68
14-May-16	\$3,133.83	\$0.00	\$218,326.85	\$0.00	\$218,326.85
15-May-16	\$5,353.83	\$0.00	\$212,973.03	\$0.00	\$212,973.03
16-May-16	\$5,353.83	\$0.00	\$207,619.20	\$0.00	\$207,619.20
17-May-16	\$5,353.83	\$0.00	\$202,265.37	\$0.00	\$202,265.37
18-May-16	\$47,393.83	\$0.00	\$154,871.54	\$0.00	\$154,871.54
19-May-16	\$1,378.95	\$0.00	\$153,492.59	\$0.00	\$153,492.59
20-May-16	\$1,063.83	\$0.00	\$152,428.76	\$0.00	\$152,428.76
21-May-16	\$5,353.83	\$0.00	\$147,074.93	\$0.00	\$147,074.93
22-May-16	\$5,353.83	\$0.00	\$141,721.10	\$0.00	\$141,721.10
23-May-16	\$5,353.83	\$0.00	\$136,367.27	\$0.00	\$136,367.27
24-May-16	\$49,733.83	\$0.00	\$86,633.44	\$0.00	\$86,633.44
25-May-16	\$49,733.83	\$0.00	\$36,899.61	\$0.00	\$36,899.61
26-May-16	\$61,713.83	\$0.00	\$-24,814.22	\$0.00	\$-24,814.22
27-May-16	\$1,063.83	\$0.00	\$-25,878.05	\$4.76	\$-25,882.81
28-May-16	\$61,713.83	\$0.00	\$-87,591.88	\$9.72	\$-87,601.60
29-May-16	\$61,713.83	\$0.00	\$-149,305.71	\$26.52	\$-149,332.23
30-May-16	\$1,378.95	\$0.00	\$-150,684.66	\$55.16	\$-150,739.82

You can also display the cash flow table which presents on daily basis the Expenditures, Payments, Overdraft, Bank interest, and the Overdraft including interest. The status bar indicates the project Finish Date, Financing Cost, and Profit.

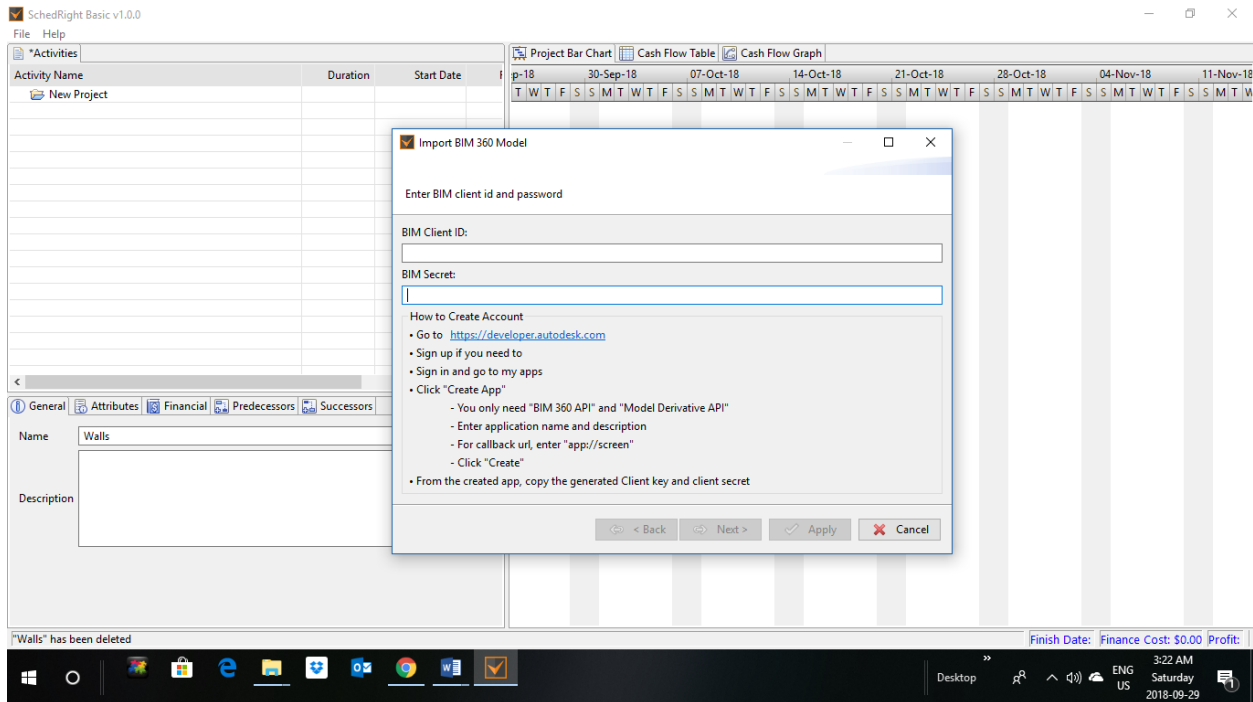


P6 xml files for updated schedules can be imported into SchedRight as in the screen above with the “Completed” activities indicated in green, “In Progress” activities indicated by special bars as in “Excavation”, and “Not Started” activities indicated in blue.

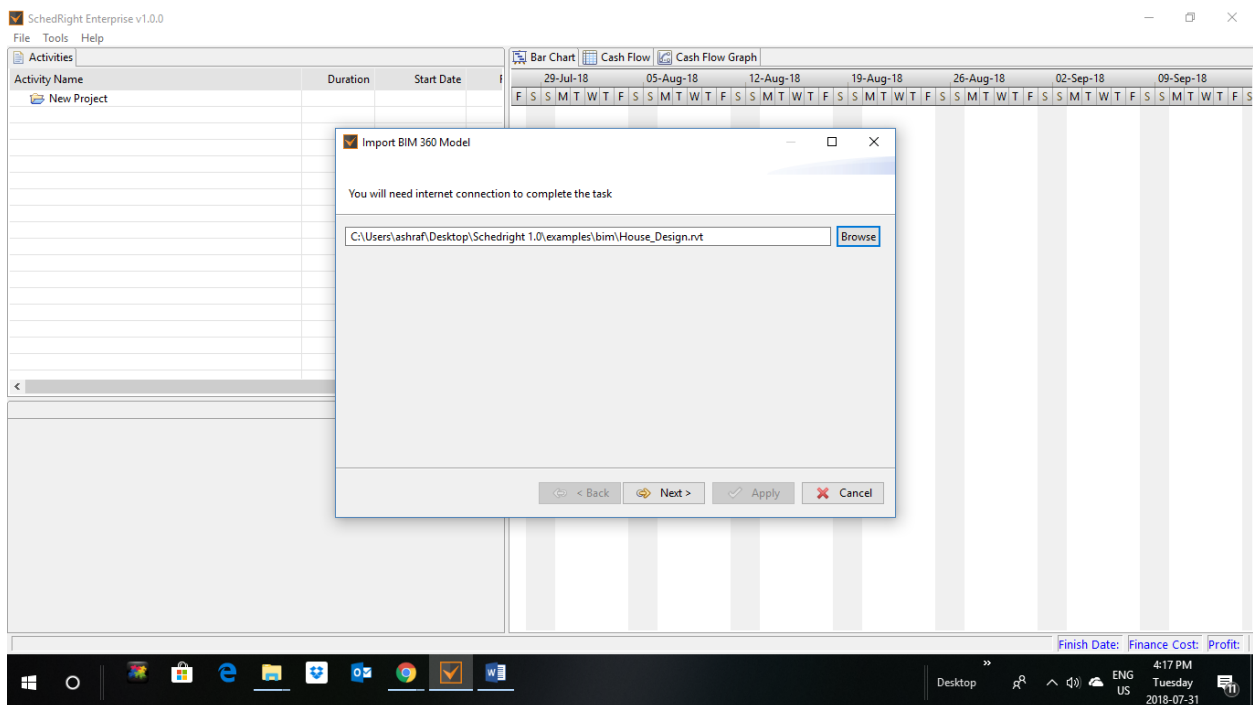
SchedRight will construct the cash flow for the entire project considering the actual cost for the completed and partially completed activities and estimated cost for the activities which didn't start yet.



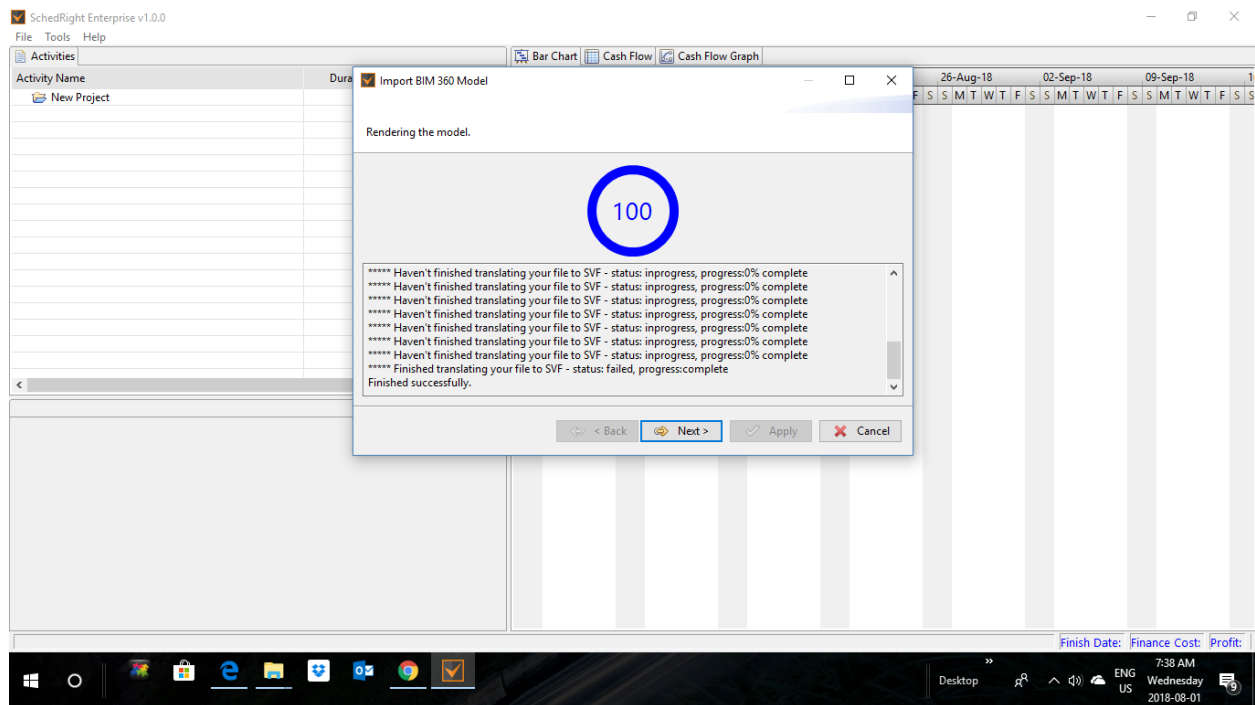
As shown in the screen above, BIM files can be accessed to import activities and work Breakdown Structures into SchedRight.



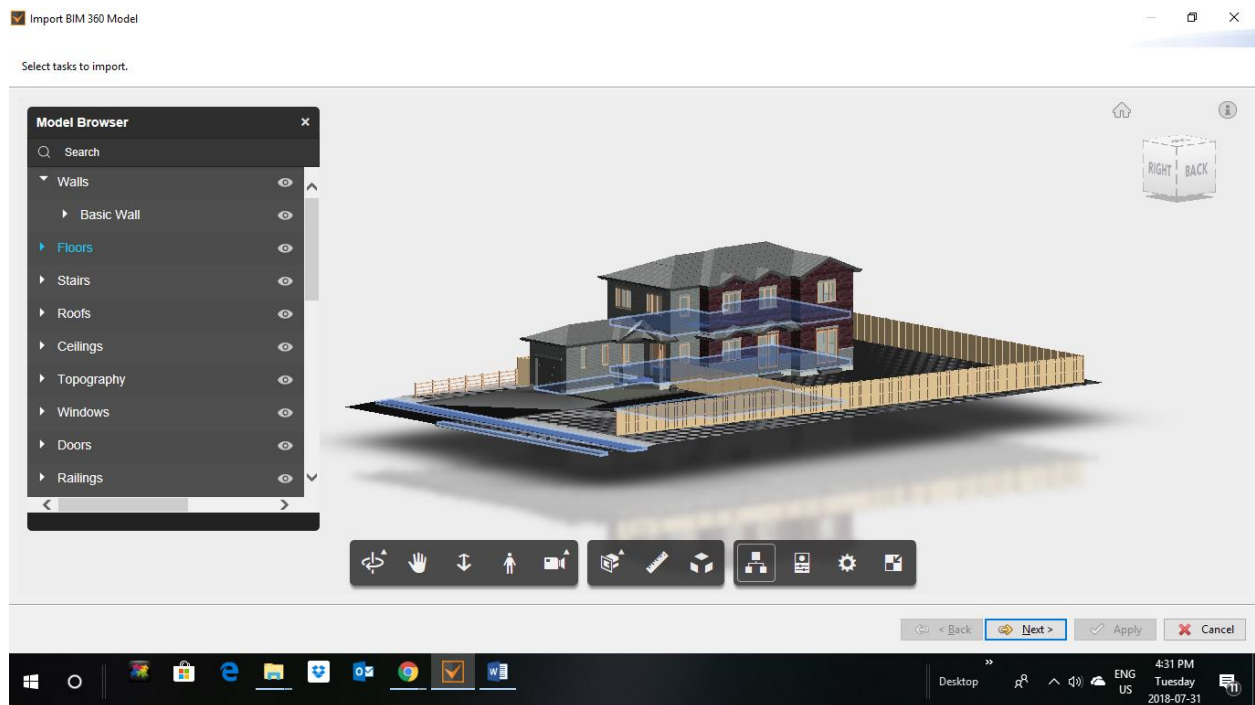
A pop up window appears prompting the user to enter his BIM client ID and password. There is also instruction for users to create a BIM account.



The selected BIM file "House_Design" is a ".rvt" file.

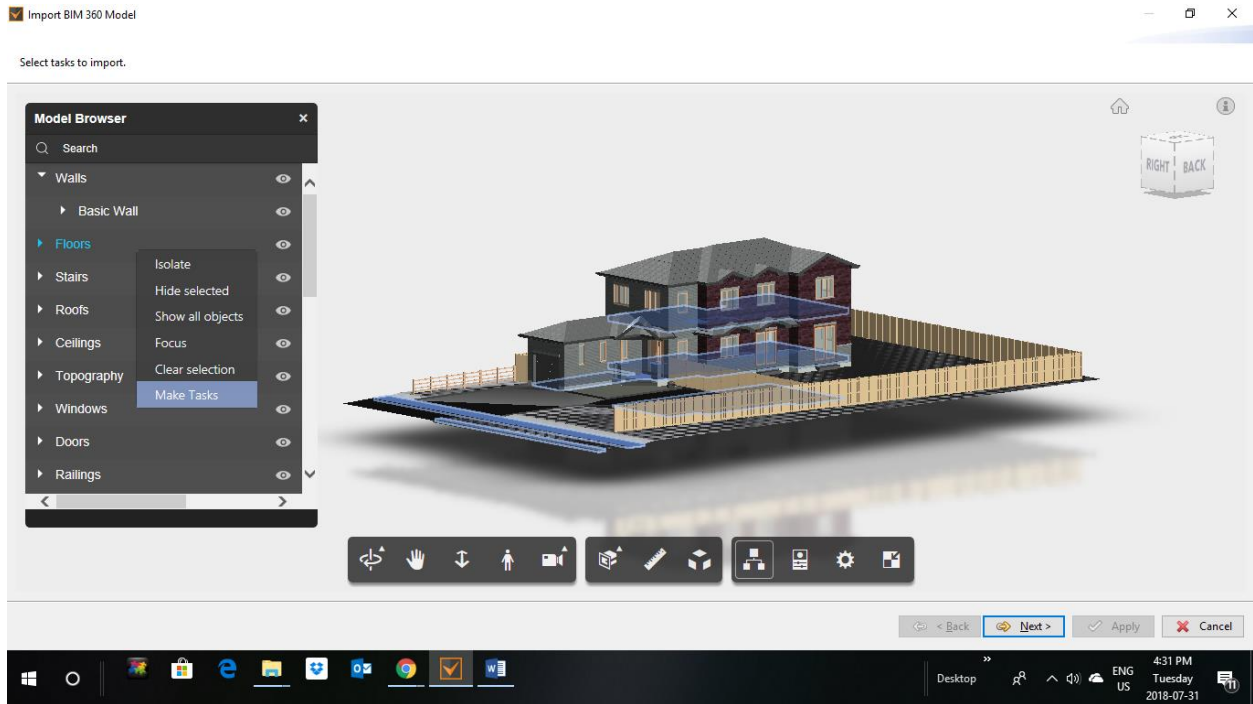


The “House_Design” file is translated into “SVF” format as shown in the screen above. Then, you press on “Next”.

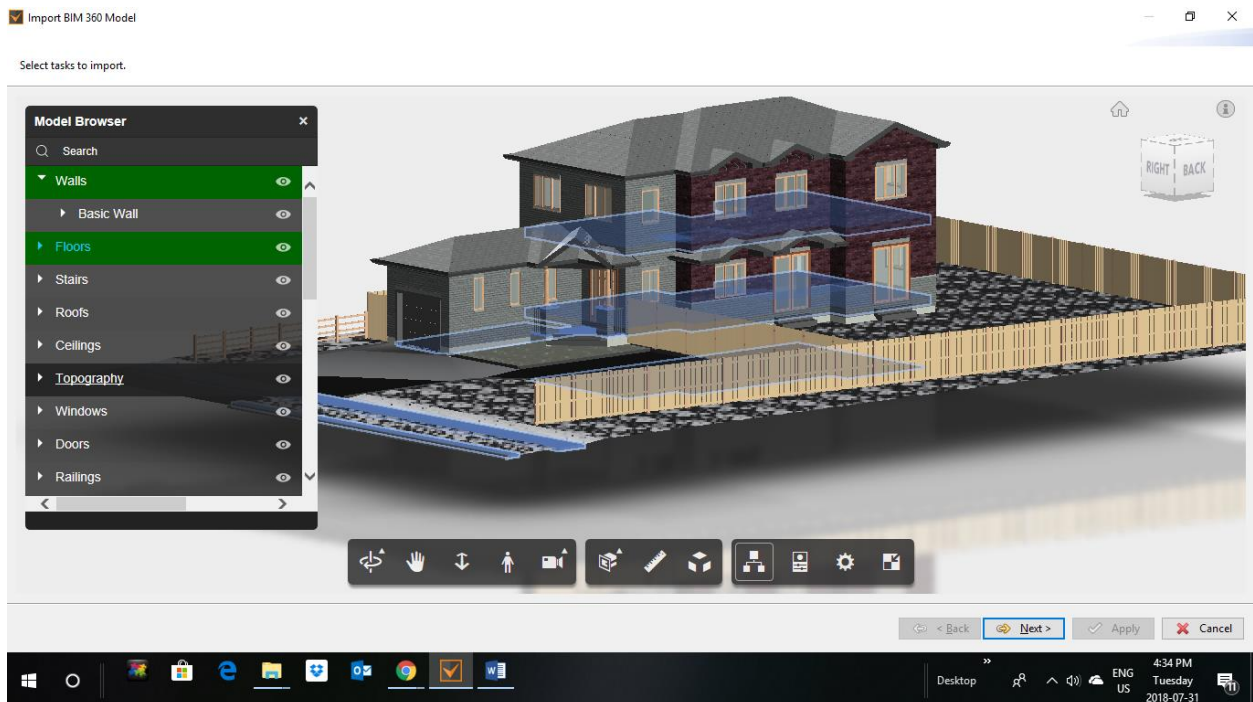


The “House_Design” file is opened and thus WBS names and tasks can be selected and transferred into SchedRight wherein schedules can be constructed.

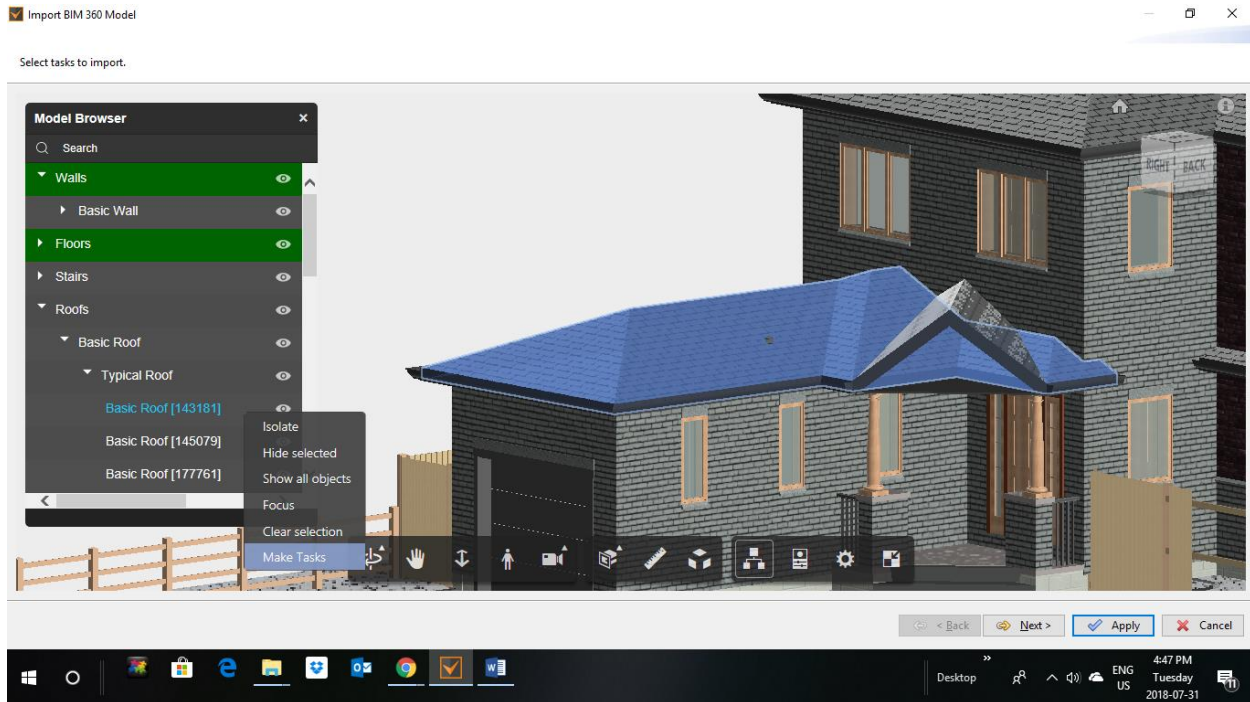
In the “Model Browser” click on “Floors” to select the floors in the house as you can see in the above screen.



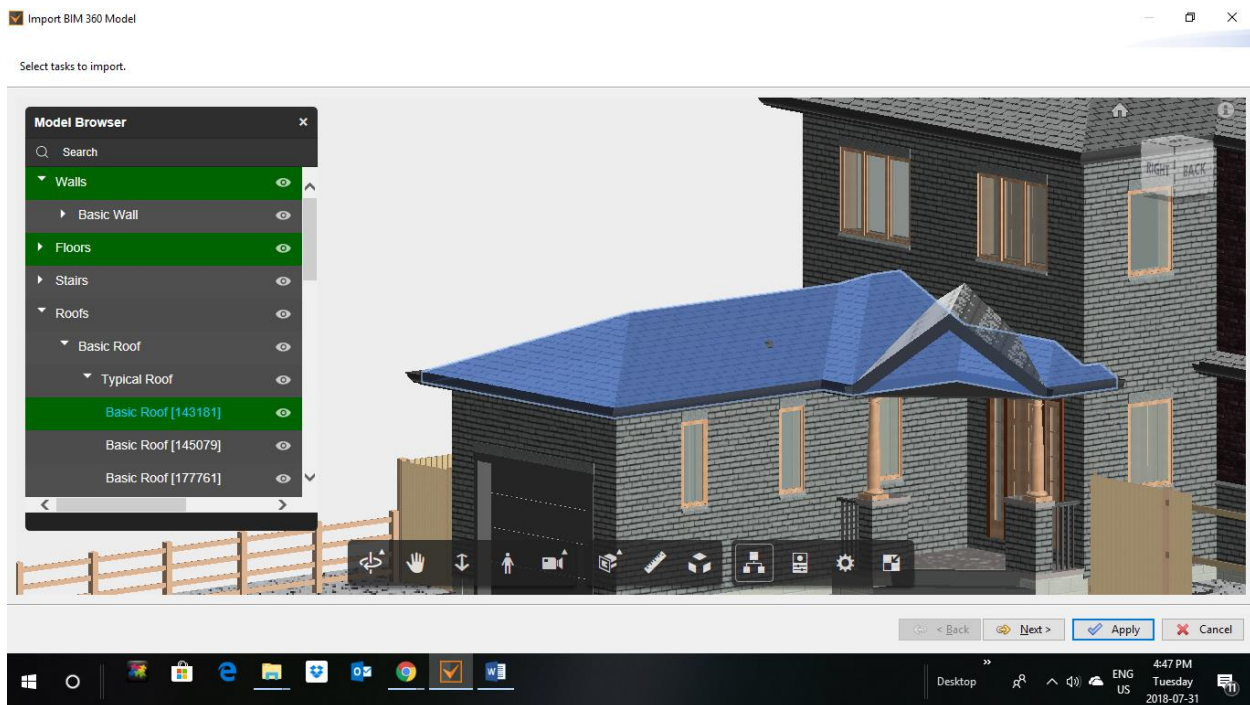
Then, right-click on “Floors” to get the drop menu shown in the screen above. Go to the last option in the menu and click on it to make “Floors” WBS a task in SchedRight.



Once you make the selection you will see the “Floors” WBS turned into green. The same procedure can be followed to make the “Walls” WBS a task in SchedRight.

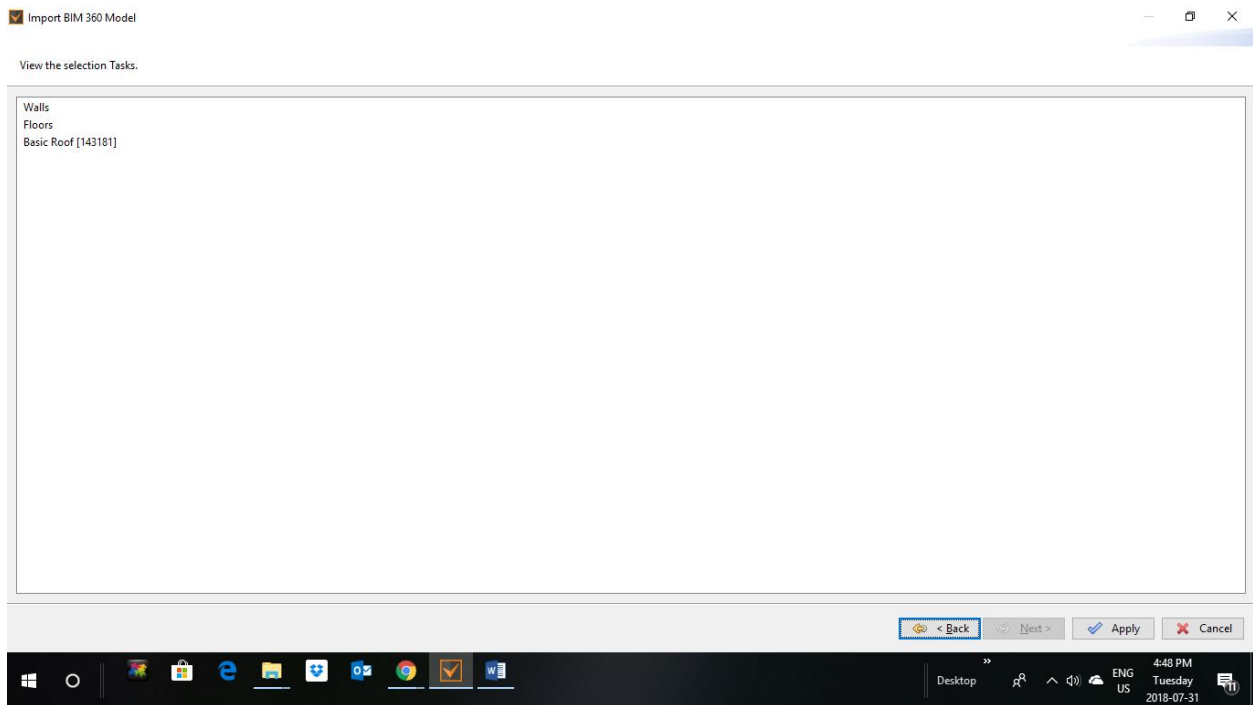


“Basic Roof [143181]” which under the WBS of “Typical Roof” which is a sub-sub WBS of the main WBS of “Roofs” can be made a task.

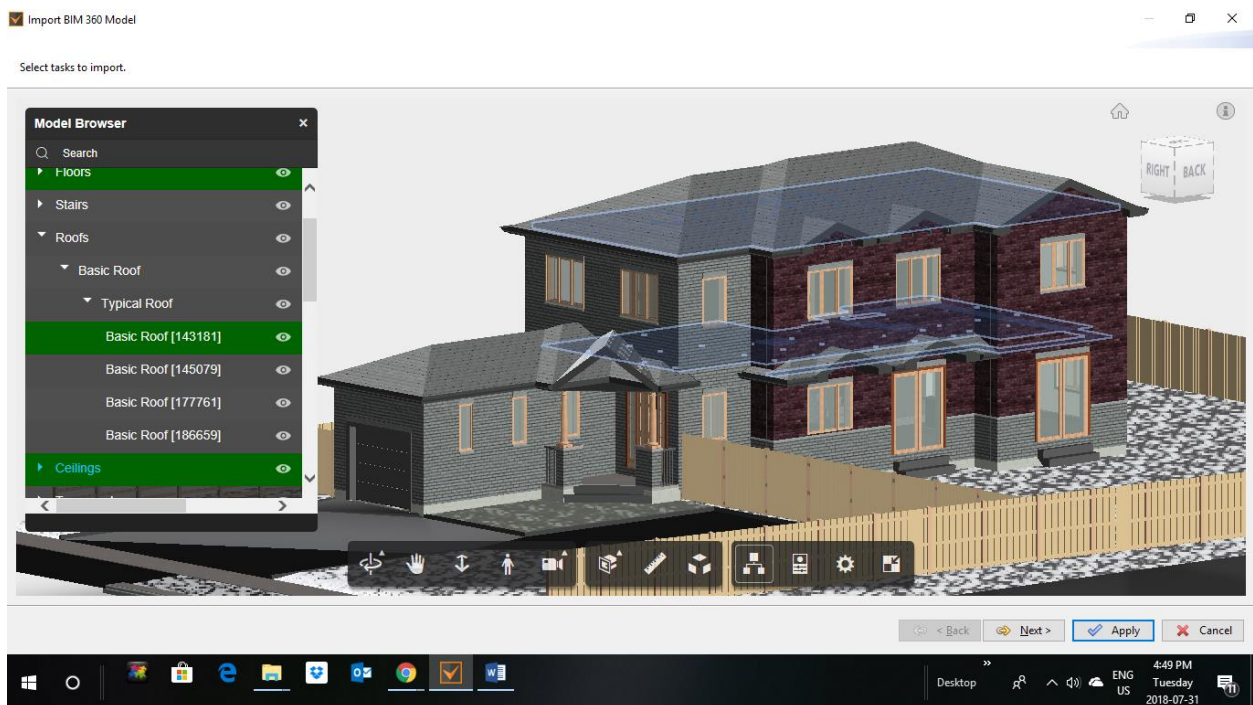


Once the selection of is done, will see the “Basic Roof [143181]” task is turned into green as in the screen above.

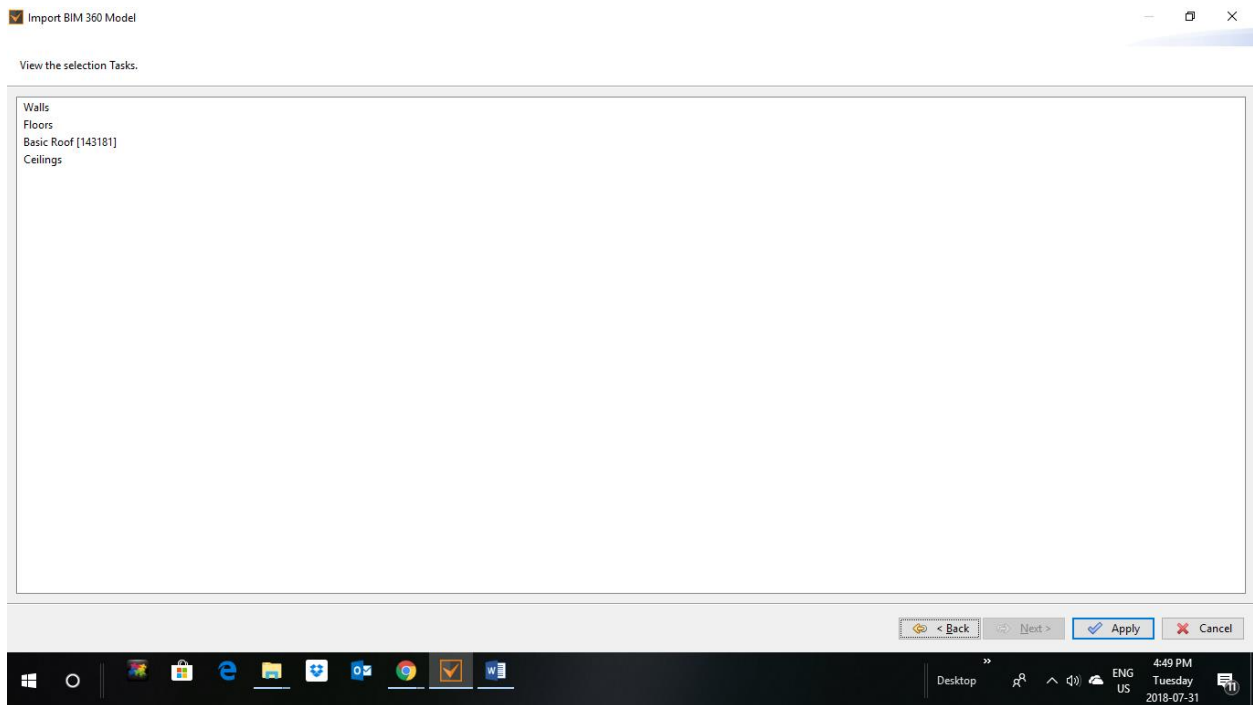
If it is desired at any time to check what tasks and WBS’s have been selected the “Next” button at the right lower part of the screen is pressed.



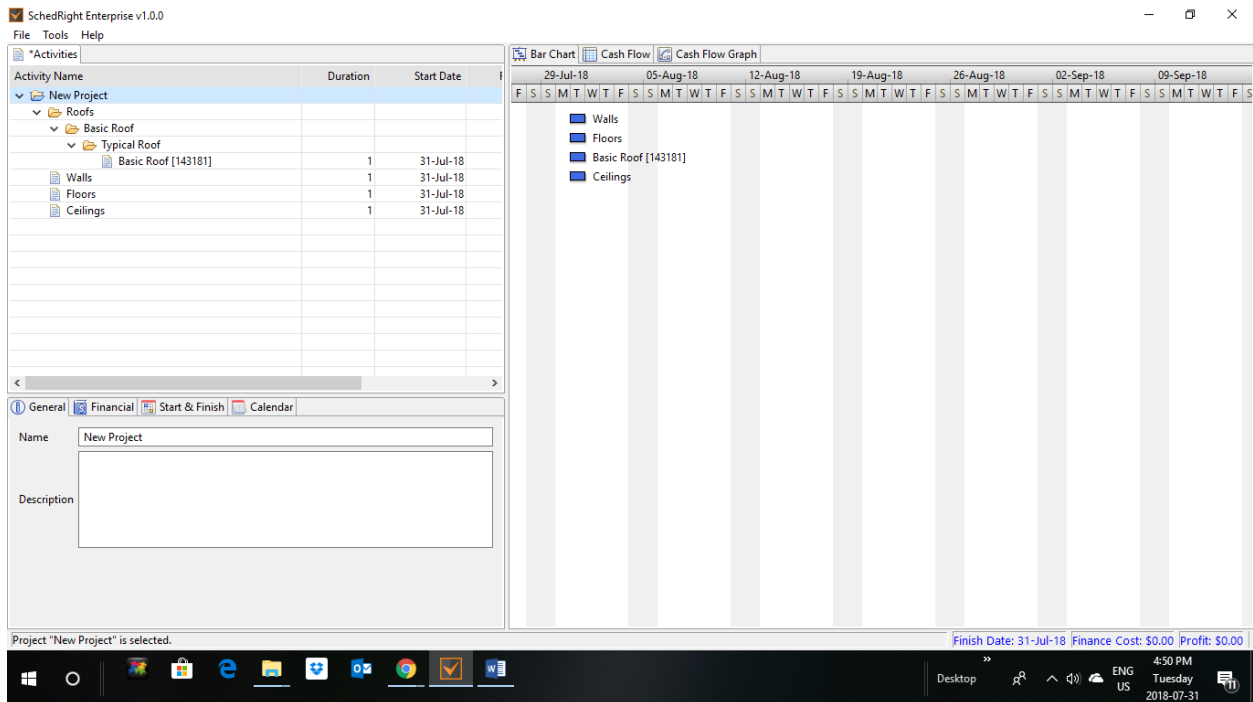
The selected tasks and WBS's are presented in the screen above. If you want to transfer then to SchedRight press "Apply" but if you want to go back to the Model Browser and make more selections press "Back" as in the screen below.



The main WBS of "Ceilings" was selected and made a task and the "Next" button is pressed.



The screen above presents all the selected WBS and tasks. Now, press “Apply” to transfer them to SchedRight.



The main WBS’s of “Walls”, “Floors”, and “Ceilings” which were make as tasks in the Model Browser appear in SchedRight as tasks and the “Basic Roof [143181]” task appear as a task under the WBS of “Typical Roof” which is a sub-sub WBS of the main WBS of “Roofs”.

Once transferred into SchedRight, schedules can be constructed and cash flow forecasted.

