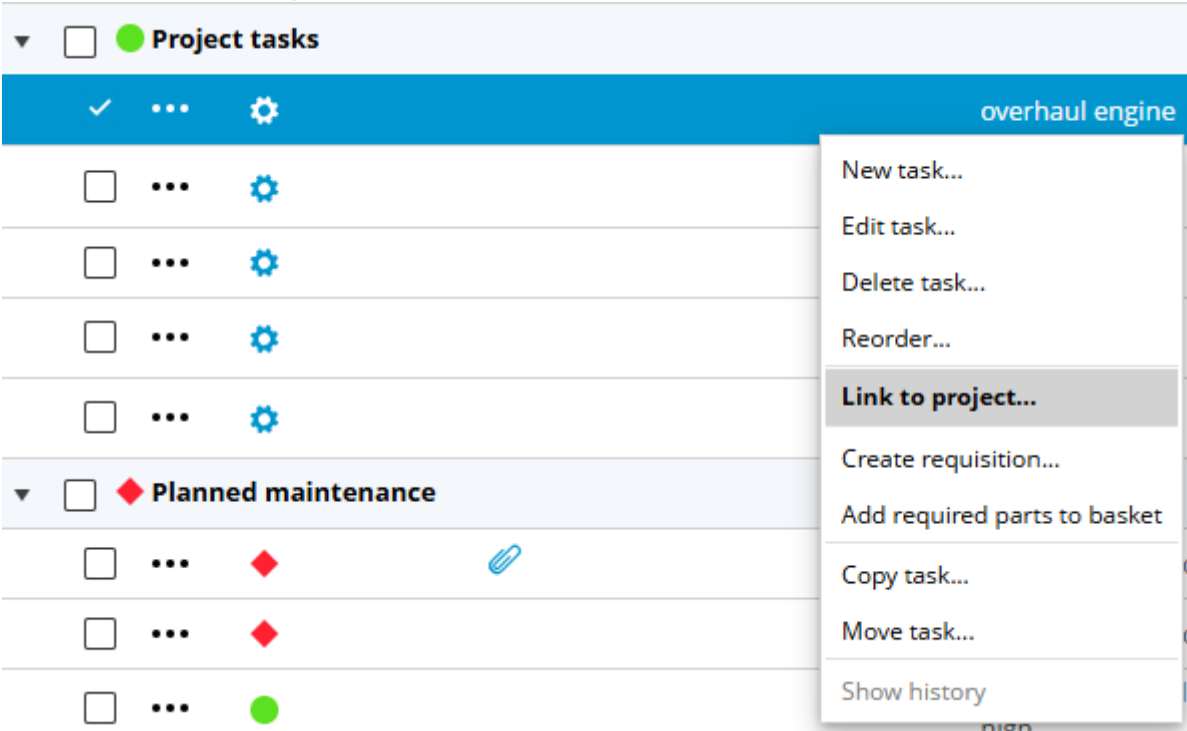# How do I assign a task to a project?

There are 2 options to link a task to a project. Assume that the task and the project have already been created.

Option 1

1. Open the module **Assets Tasks**
2. Right click at a project task
3. Click on **Link to project...**

4. Select the project to which the task should be linked.

Link task to project

| Active projects ▼ | Search... | 🔍 |

Drag a column header and drop it here to group by that column

Name ▼	Is linked to task
Project - 01.07.2020 - 16.07.2020	
Project - 01.08.2020 - 08.08.2020	
Project - 01.07.2022 - 08.07.2022	
Cape Town Docking	
Engine overhaul	✓
Winter repair period 2025	✓

|◄ ◄ **1** ► ►| 50 ▼ items per page ↻ 1 - 6 of 6 items

Save & close   **Close**

5. Click on **Save & close**

Option 2

1. Open the project to which the task should be linked.
2. Open tab **Tasks**

3. Click on **New…**
4. All available project tasks are shown now

	Category path	Task id	Task name	Is linked to project
☐	100 Superstructure > 110 Hull		repaint hull	
☐	200 Engines & propulsion > 210 Main engines > 210.1 Main Engine PS		Overhaul engine	✓
☐	200 Engines & propulsion > 210 Main engines > 210.2 Main Engine SB		Overhaul TC2	✓
☐	200 Engines & propulsion > 210 Main engines > 210.2 Main Engine SB		test	✓
☐	200 Engines & propulsion > 210 Main engines > 210.2 Main Engine SB		replace engine	
✓	200 Engines & propulsion > 210 Main engines > 210.2 Main Engine SB		docking task	✓
✓	200 Engines & propulsion > 210 Main engines > 210.2 Main Engine SB		overhaul engine	✓

Project tasks available to link

Default view ▼   Search…   🔍

Drag a column header and drop it here to group by that column

|◄ ◄ **1** ► ►| 50 ▼ items per page ↻   1 - 7 of 7 iten

Save & close   Close

5. Select the task(s) and click **Save & close**