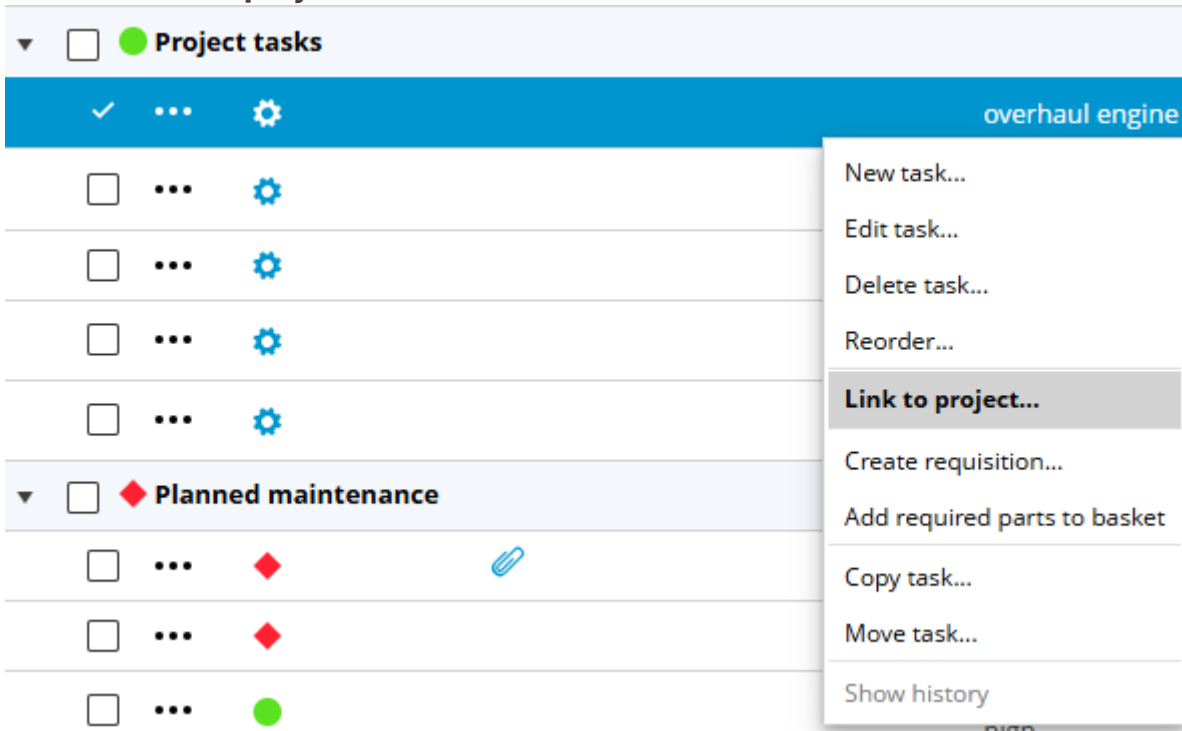


# How do I assign a task to a project?

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 <span>▼</span>	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	
<b>Engine overhaul</b>	✓
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

Project tasks available to link □

Default view ▼
Search...

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

<input type="checkbox"/>	Category path <span style="float: right;">▼ ↑</span>	Task id <span style="float: right;">▼</span>	Task name <span style="float: right;">▼</span>	Is linked to project <span style="float: right;">▼</span>
<input type="checkbox"/>	100 Superstructure > 110 Hull		repaint hull	
<input type="checkbox"/>	200 Engines & propulsion > 210 Main engines > 210.1 Main Engine PS		Overhaul engine	✓
<input type="checkbox"/>	200 Engines & propulsion > 210 Main engines > 210.2 Main Engine SB		Overhaul TC2	✓
<input type="checkbox"/>	200 Engines & propulsion > 210 Main engines > 210.2 Main Engine SB		test	✓
<input type="checkbox"/>	200 Engines & propulsion > 210 Main engines > 210.2 Main Engine SB		replace engine	
<input checked="" type="checkbox"/>	200 Engines & propulsion > 210 Main engines > 210.2 Main Engine SB		docking task	✓
<input checked="" type="checkbox"/>	200 Engines & propulsion > 210 Main engines > 210.2 Main Engine SB		overhaul engine	✓

⏪
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1

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50
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items per page
↻

1 - 7 of 7 items

Save & close

Close

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

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