Project Design

Module Guide: Project Design

Module Location

Project > Project Design

Module Objective

The **Project Design** module serves as the starting point for defining a new project within the system. Its purpose is to create the "framework" or **master data** of a project by providing a code, name, and general description. This is the fundamental step before detailing the stages, tasks, budget, and required resources.

1. Main View (Project Design List)

The main page of this module displays a list of all project designs that have been created.

View Explanation

This page is for viewing and managing all existing project designs.

- **Design List**: The main table displays the **Design Code** and **Design Name** of every existing project, such as "Analysis and Coordination".
- **Action Buttons**:
  - **[New]**: The primary button to create a new Project Design.

- **[Delete]**: To delete a selected project design.

2. Steps to Create a New Project Design

Step 1: Create a New Design

From the Main View, click the **[New]** button to open the **Add Project Design** form.

Step 2: Fill in Basic Information

On the form that appears, fill in the basic project information:

- **Project Design Code**: Enter a unique code for the project.
- **Project Design Name**: Provide a clear and descriptive name for your project.
- **Notes**: Add a general description or notes about the project if needed.

Step 3: Continue to the Next Stage

After all the basic information is filled in, click the **[Next]** button to continue to the next screen where you can add more specific details of the project, such as phases, task lists, or a budget.

Tips & Important Notes

- This module is the starting point for all project management activities within the system.
- Ensure the **Project Design Code** you use is unique and easily identifiable. It is advisable to follow the company's project numbering standards if they exist.

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