

TECH TIP

COPYING ACTIVITIES BETWEEN PROJECTS ORACLE PRIMAVERA P6 PROFESSIONAL

Activities may be cut, copied and pasted between open projects in Primavera Project Management v5 and later.

- 1. Open the projects you wish to copy activities between by using;
 - a. "Ctrl-Click" to select multiple projects
 - b. "Right click" to open the options dialog box and
 - c. "Left Click" to select "Open Project"

Project ID	Project Name		Total Activities	At Completion Total Cost	Actual Total Cos
Construction	Construction Projects		14367	\$116,345,396.85	\$1,516,870.2
🗉 📣 Barton Malow	Disney Orlando		1529	\$0.00	\$0.0
🗉 📣 Sapphire	Sapphire Energy		19	\$78,111,190.00	\$0.0
■	XL Construction		1538	\$17,440.00	\$0.0
	pen Project Ctrl+O	TIONS TIONS	769 769	\$8,720.00 \$8,720.00	\$0.0 \$0.0
E A Hawthorne	ummarize Project elete Project Summaries		1322 147 204	\$2,783,649.61 \$2,087,823.50 \$0.00	\$333,771.8 \$0.0 \$0.0
+ () Kellar + () SCE + () DRM	opy Ctrl+C	-	204 7991 33	\$0.00 \$28,564,696.82 \$1.607.00	\$0.0 \$921,285.5 \$7.0
	aste Ctrl+V ill Down	sportation	47	\$625,260.32	\$0.0

These tech tips are offered free of charge in the spirit of sharing knowledge with others. They do not include technical support, should you have a problem with them. We are always interested in how they can be improved, please do not hesitate to email us your comments. These tips have been thoroughly tested by our consultants in a variety of environments. Please read these tech tips thoroughly and be sure that you understand them before trying to use them. We can not be responsible for issues that develop because of the configuration of your hardware, technical environment or application of the tech memos. If you are not sure, then we urge you to contact Oracle technical support or your local support consultant for assistance. 2. Navigate to the "Activities" screen and locate the activity(s) you wish to copy. You may find it easier to navigate to specific activities between projects if you collapse the WBS grouping bands and expand only the bands on both projects that contain the activities you will be copying "from" and "to".

In the example below, we will be copying Activity ID's #'d A1000 and A1020 from the PRECON TEAM SELECTION element in one project to the PRECON TEAM SELECTION element in another project.

✓ Layout	: Classic WBS	Layout	Filter: All Ac				
Activity ID	∇	Activity Name	Original Duration	Remaining Duration	Start		
	FECH BU	ILDING 7 LAB RENOVATION	S 300d	3004	21-Sep		
- G	ENENTE	H BUILDING 7 LAB RENOVA	. 300d	300d	21-Sep		
-	PRECONST	RUCTION	202d	202d	21-Sep		
	PRECON T	EAM SELECTION		01	20110	_	COPYING TO
	A1040	Submit Project Proposal	Od	Od			
	A1060	Interviews	1d	1d	02-Dec		
	A1080	Evaluation Period	2d	2d	03-Dec		
	A1100	Award Pre-Construction Services to XL	DO	0d			
Ð	DESIGN		114d	114d	21-Sep		
÷	BUDGETS		69d	69d	22-Dec		
÷	BUILDING	PERMITS	35d		08-Mar		
÷.		CITY SUBMITTALS	35d		19-Mar		
±.		IONING PLAN	50d		01-Mar		
.		D PROCUREMENT	138d		22-Dec		
÷		RDINATION PROCESS	34d		18-Mar		
	CONSTRUC		175d		23-Mar		
	rech bu	ILDING 7 LAB RENOVATION	S 300d	3009	21-Sep		
- G	ENENTE	CH BUILDING 7 LAB RENOVA	. 300d	300d	21-Sep		
-	PRECONST	RUCTION	202d	202d	21-Sep		
	PRECON T	EAM SELECTION	13d	13d	13-Nov		
	A1000	Issue RFP's N	DO	Od			
	A1020	Prepare Proposals 🕏	5d	5d	16-Nov		COPYING FRO
	A1040	Submit Project Proposal	bO	0d			
	A1060	Interviews	1d	1d	02-Dec		
	A1080	Evaluation Period	2d	2d	03-Dec		
	A1100	Award Pre-Construction Services to XL	0d	Od			
	DECION		114d	114 <u>d</u>	21-Sep		
	DESIGN				· · ·		
0	BUDGETS		69d	6 <u>9d</u>	22-Dec		

3. Select the activities you wish to copy by;

a. "Ctrl-Click" to select multiple activities



- b. "Right click" to open the options dialog box and
- c. "Left Click" to select "Copy"





4. After you have selected the activities you wish to copy, scroll up to the WBS element of the project you will be copying the activities to. "Left Click" on the WBS element where you will be adding the activities. In the example below, we will be copying to the PRECON TEAM SELECTION element.

After you have selected the element,

- a. "Right Click" to open the options dialog box and
- b. "Left Click" to select "Paste"

✓ Layout: Classic WBS Layout	Filter: All					
Activity ID Contract Activity Name			Remaining	Start	^	
	Durat		Duration			
INITECH BUILDING 7 LAB RENOVATION	S 30	bod	300d	21-Sep		
GENENTECH BUILDING 7 LAB RENOVA	30	bod	300d	21-Sep		
= PRECONSTRUCTION	20	02d	202d	21-Sep		SELEC
- PRECON TEAM SELFCTION		0 d	00	20-1101		THE
A1040 Submit Pro		Od	Od			ELEMEN
A1060 Interviews 🐰 Cut Ctrl+	x	1d	1d	02-Dec		
A1080 Evaluation Ba Conv. Ctrl+		2d	2d	03-Dec		
A1100 Awa Pre Paste Ctri-		Od	Od			SELEC
DESIGN Experies Fill Down	1	14d		21-Sep		"PAST
± BUDGETS		69d		22-Dec		
		35d		08-Mar		
DEFERRED CITY SUB Delete D		35d		19-Mar		
COMMISSIONING PL Dissolve LONG LEAD PROCU		50d 38d		01-Mar 22-Dec		
MEP COORDINATION Renumber Activity IDs		34d		18-Mar		
CONSTRUCTION Export to Excel		75d		23-Mar		
	<u> </u>	bod	300d	21-Sep		
Assign		D00	2004	21-Sep		
GENENTECH BUIL Link Activities						
		D2d		21-Sep		
A1000 Issue BFF		13d		13-Nov		
		Od 5d	DO Ed	16-Nov		
A1020 Prepare P T Filters		b0	bc b0	10-1404		
A1040 Submit Pro				02-Dec		
A1060 Interviews A1080 Evaluation + Expand All Ctrl+Num	+ -	1d		02-Dec 03-Dec		
A1080 Evaluation + Experie rational Cartholite		2d Od	2a 0d	03-Dec		
The Colleges To		ua 14d		21-Sep		
		14a 59d		21-Sep 22-Dec		
BUILDING PERMITS		35d		08-Mar		
<				>		

5.Select the options you wish to copy along with the activity and click "OK"

Copy Activity Options				
Specify the Activity information to be co	pied		 Image: A start of the start of	ок
			0	Cancel
 ✓ Resource & Role Assignments ✓ Relationships ✓ Only between copied activities 	Expenses Activity Codes WPs & Docs	 ✓ Notebook ✓ Steps ✓ Financial Period Data 	•	Help
Do not show this dialog again.				

6. Select how you wish activity renumbering to be managed when the activities are copied and click "OK".

Renumber Activity IDs 🛛 🔀						
Increment Activity ID base	d on selected activities			~	ок	
Increment Value				0	Cancel	
C Auto-number				•	Help	
Prefix A	Suffix 1000	Increment Value				
C Replace beginning charact	ters					
Number of characters	Replace with					
Do not show this dialog age	ain.					



I ∨ Layo	ut: Classic WBS	Layout	Filter: All Ac				
Activity ID	7	Activity Name	Original Duration	Remaining Duration	Start		
🗉 INI	ITECH BU	ILDING 7 LAB RENOVATION	1S 300d	300d	21-Sep		
. (GENENTE	CH BUILDING 7 LAB RENOVA.	300d	300d	21-Sep		
=	PRECONST	RUCTION	202d	202d	21-Sep		
E	PRECON 1	TEAM SELECTION	13d	13d	13-Nov		
	A1000	Issue RFP's 🔔	bO	Dd			COPIED
	A1020	Prepare Proposals*	5d	5d	16-Nov		ACTIVITIES
	A1040	Submit Project Proposal	DO	Od			
	A1060	Interviews	1d	1d	02-Dec		
	A1080	Evaluation Period	2d	2d	03-Dec		
	A1100	Award Pre-Construction Services to XL	DO	Od			
	DESIGN		114d	114d	21-Sep		
9	BUDGETS		69d	69d	22-Dec		
	BUILDING	PERMITS	35d		08-Mar		
	E DEFERRED	CITY SUBMITTALS	35d		19-Mar		
		SIONING PLAN	50d		01-Mar		
		AD PROCUREMENT	138d		22-Dec		
		RDINATION PROCESS	34d		18-Mar		
÷	CONSTRUC		175d		23-Mar		
INI	ITECH BU	ILDING 7 LAB RENOVATION	1S 3004	3009	21-Sep		
. (GENENTE	CH BUILDING 7 LAB RENOVA.	300d	300d	21-Sep		
=	PRECONST	RUCTION	202d	202d	21-Sep		
E	PRECON 1	EAM SELECTION	13d	13d	13-Nov		
	A1000	Issue RFP's	bO	DO			ORIGINAL
	A1020	Prepare Proposals	5d	5d	16-Nov		ACTIVITIE
	A1040	Submit Project Proposal	DO	DO			
	A1060	Interviews	1d	1d	02-Dec		
	A1080	Evaluation Period	2d	2d	03-Dec		
	A1100	Award Pre-Construction Services to XL	DO	Od			
			1144	1144	21.Sec	*	

7. Your activities have been successfully copied from one project to another.



-