

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"

✓ Layout: RDO Home S	creen				
Project ID	Project Name		Total Activities	At Completion Total Cost	Actual Total
= 📣 Constructio	n Construction P	rojects	14367	\$116,345,396.85	\$1,516,87
🗉 📣 Barton Mal	ow Disney Orlando		1529	\$0.00	4
🗉 📣 Sapphire	Sapphire Energy	1	19	\$78,111,190.00	\$
🗆 👝 XL Constru	ction XL Construction		1538	\$17,440.00	\$
Ga INI_1 Ga INI_2	Open Project	Ctrl+O	769 769	\$8,720.00 \$8,720.00	4
	Summarize Project Delete Project Summa	ries	1322	\$2,783,649.61 \$2,087,823.50	\$333,77
	, K Cut I≅a Conv	Ctrl+X	204 7991	\$0.00 \$28,564,696.82	\$ \$921,28
	Paste	Ctrl+V	33 n 47	\$1,607.00 \$625,260.32	
	=↓ Fill Down	sportation			

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	tivities			
Activity ID C Activity Name	Original Duration	Remaining Duration	Start	^	
INITECH BUILDING 7 LAB RENOVATIONS	300d	3004	21-Sep		
GENENTECH BUILDING 7 LAB RENOVA	300d	300d	21-Sep		
PRECONSTRUCTION	202d	202d	21-Sep		
PRECON TEAM SELECTION	00		201104		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	DO			
	114d	114d	21-Sep		
BUDGETS	69d	69d	22-Dec		
BUILDING PERMITS	35d	35d	08-Mar		
DEFERRED CITY SUBMITTALS	35d	35d	19-Mar		
	50d	50d	01-Mar		
LONG LEAD PROCUREMENT	138d	138d	22-Dec		
MEP COORDINATION PROCESS	34d	34d	18-Mar		
CONSTRUCTION	175d	175d	23-Mar		
INITECH BUILDING 7 LAB RENOVATIONS	300d	300d	21-Sep		
GENENTECH BUILDING 7 LAB RENOVA	300d	300d	21-Sep		
PRECONSTRUCTION	202d	202d	21-Sep		
PRECON TEAM SELECTION	13d	13d	13-Nov		
A1000 Issue RFP's	DO	DO			
A1020 Prepare Proposals 🕅	5d	5d	16-Nov		COPTING FROM
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	b0	DO			
DESIGN	114d	114d	21-Sep		
BUDGETS	69d	69d	22-Dec		
BUILDING PERMITS	35d	35d	08-Mar	×	
< III			>		

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	S Layout		Fi	lter: All Ac	tivities			[
Activity ID	Activity Name			Original Duration	Remaining Duration	Start	^	
INITECH BU	ILDING 7	LAB RENC	VATIONS	300d	300d	21-Sep		
GENENTE	CH BUILDI	NG 7 LAB R	ENOVA	300d	300d	21-Sep		
- PRECONST	RUCTION			202d	202d	21-Sep		SELEC
- PRECON T	EAM SELFCT	ON .	—	00		201100		THE
A1040	Submit Pro 🖵	Activity Detail	IS	bO	DO			ELEMEN
A1060	Interviews 🐰	Cut	Ctrl+X	1d	1d	02-Dec		
A1080	Evaluation	Conv	Ctrl+C	2d	2d	03-Dec		
A1100	Awa o Pre 🚌	Pacto	N Ctrl-V	DO	Dd			SELEC
		Faste	- Curry	114d	114d	21-Sep		"PAST
BUDGETS	=+	Fill Down	-	69d	69d	22-Dec		
BUILDING	PERMITS D	Add	Ins	35d	35d	08-Mar		
		Delete	Del	35d	35d	19-Mar		
COMMISS	SIONING PL	Dissolve		50d	50d	01-Mar		
H LONG LEA	AD PROCU	Renumber Ad	ctivity TDs	1380	1380	10 M		
	TION	Export to Exc	el	175d	175d	23-Mar		
				- 3004	3004	21-Sen		
		Assign	•	0000	5000	21.000		
GENENTEG	CH BUIL	Link Activities	3	3009	300d	21-Sep		
PRECONST	RUCTION H	Columns		- 202d	202d	21-Sep		
PRECON 1	EAM SELL	Table Fort a	ad Daw	13d	13d	13-Nov		
A1000	Issue RFF 🗠	Table Full a	iu Row	0d	DO			
A1020	Prepare P	Filters		5d	5d	16-Nov		
A1040	Submit Pre	Group and So	ort	Dd	Od			
A1060	Interviews		er han se	- 1d	1d	02-Dec		
A1080	Evaluatior 🕈	Expand All	CtrI+Num +	2d	2d	03-Dec		
A1100	Award Pre 🗧	Collapse All	Ctrl+Num -	DO	Od			
DESIGN	÷	Collapse To	•	114d	114d	21-Sep		
■ BUDGETS				69d	69d	22-Dec	-	
F BUILDING	PERMITS			35d	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
 ✓ Resource & Role Assignments ✓ Relationships ✓ Only between copied activities 	 Expenses Activity Codes WPs & Docs 	 ✓ Notebook ✓ Steps ✓ Financial Period Data 	0	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	C Auto-number							
Prefix A	Suffix 1000	Increment Value						
C Replace beginning charact	ters							
Number of characters	Replace with							
Do not show this dialog age	ain.							



	Classic WBS	Layout	Filt	er: All Ac	tivities			
Activity ID	∇	Activity Name		Original Duration	Remaining Duration	Start	^	
INIT	ECH BU	ILDING 7 LAB RENOVATION	٧S	300d	300d	21-Sep		
= GI	ENENTEO	H 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 🔺		DO	Od			COPIED
	A1020	Prepare Proposals*		5d	5d	16-Nov		ACTIVITIES
	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		Od	Od			
÷	DESIGN			114d	114d	21-Sep		
÷	BUDGETS			69d	69d	22-Dec		
÷	BUILDING	PERMITS		35d	35d	08-Mar		
÷	DEFERRED	CITY SUBMITTALS		35d	35d	19-Mar		
±_	COMMISS	IONING PLAN		50d	50d	01-Mar		
	LONG LEA	AD PROCUREMENT		138d	138d	22-Dec		
+	MEP COO	RDINATION PROCESS		34d	34d	18-Mar		
÷	CONSTRUC	TION		1756	1756	23-Mar		
INIT	ECH BU	ILDING 7 LAB RENOVATION	VS	3004	3004	21-Sep		
🗉 GI	ENENTEO	CH BUILDING 7 LAB RENOVA.		300d	300d	21-Sep		
=	PRECONSTI	RUCTION		202d	202d	21-Sep		
	PRECON T	EAM SELECTION		13d	13d	13-Nov		
	A1000	Issue RFP's		Od	DO			ORIGINAL
	A1020	Prepare Proposals		5d	5d	16-Nov		ACTIVITIES
	A1040	Submit Project Proposal		Od	DO			
	A1060	Interviews		1d	1d	02-Dec		
	A1080	Evaluation Period		2d	2d	03-Dec		
	A1100	Award Pre-Construction Services to XL		Od	Od			
	DESIGN			1144	1144	21,Sep	⊻	
<						>		

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



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