

Key points when creating a phasing

1/ Add drawings and/or define print areas

It is on the drawing and/or within the print areas that the areas and axes that are worked on, as well as the associated connected objects, will be drawn.

Warning: if you wish to mix drawings and maps in the final deliverables for the same geographical area, you must [georeference the drawings](#) as soon as they are imported: indeed this operation is not possible afterwards!

2/ Import project data

It is advisable to define an [import profile](#) corresponding to the dataset (table) used: you can start from the [templates proposed on this page](#).

Remember to save the PMX profile to simplify subsequent operations and save time!

3/ Drawing areas representations

Your areas and axes have been imported with the tasks: you can now [draw their representation on the drawings/maps](#); Phase Manager will propose to associate each drawn representation with one of the imported areas/axes.

Warning: remember to duplicate each area/axis representation if needed, just after its association.

4/ Set the task styles

Each of the imported task styles will have to correspond to [an already existing value in the choice list used for the styles](#) (remember to define the color codes).

Warning! style values are case sensitive (upper/lower case)

5/ Create your deliverables

Once you have modified the [label model](#) and [the layout](#) if necessary, you can create your deliverables.

Beware of the start and end times of the boards! For example, weekly boards that start on a Monday morning at 8:00 am will include work until the following Monday at 8:00 am. It is often a good idea to set the start and end times at

midnight