

MODULE 4 Student Assessment -Project Management PIT-OER

1) The time a task can be delayed from its scheduled start date without delaying the project is called _____.

- A) slack
- B) scope
- C) task dependency
- D) the critical path

Answer: A

2) _____ consists of tasks that must be completed on time in order for a project to stay on track and come to a successful completion.

- A) Indenting
- B) Outdenting
- C) Overallocation
- D) The critical path

Answer: D

4) When a task is _____, the task is moved to the right, making it a lower level task in a WBS.

- A) summarized
- B) categorized as a subtask
- C) outdented
- D) indented

Answer: D

5) When a task is _____, the task is moved to the left, making it a higher level task in a WBS.

- A) summarized
- B) categorized as a subtask
- C) outdented
- D) indented

Answer: C

6) In Project, related tasks that further define summary tasks are called _____.

- A) summarized tasks
- B) subtasks
- C) team tasks
- D) indented tasks

Answer: B

7) A _____ is the person and equipment that needs to be used to complete a project task.

- A) cost resource
- B) subtask
- C) work resource
- D) summary task

Answer: C

8) The _____ view in Project displays items relating to people, equipment, materials, and supplies.

- A) Resource Sheet
- B) Calendar
- C) Gantt Chart
- D) Network Diagram

Answer: A

9) Once resources are created in Project 2016, they must be assigned to _____.

- A) a schedule
- B) tasks
- C) the WBS
- D) teams

Answer: B

10) When a resource is assigned to more work than the available working hours, the resource is said to be _____.

- A) elapsed
- B) overallocated
- C) underallocated
- D) indented

Answer: B

11) When _____ occurs in Project 2016, the actual progress of the project's tasks is recorded.

- A) setting a project baseline
- B) leveling
- C) slacking
- D) tracking

Answer: D

12) The _____ summary task in Project 2016 summarizes the timeline of your project and displays the total duration of your project.

- A) calendar
- B) work
- C) project
- D) resource

Answer: C

13) In Project 2016, a Project file that contains sample project information such as tasks, durations, resources, and other project data is called a Project _____.

- A) standard
- B) template
- C) format
- D) resource

Answer: B

14) Crashing is the time a task can be delayed from its scheduled start date without delaying the project.

Answer: FALSE

15) Summary tasks are headings for grouped tasks.

Answer: TRUE

43) In Project 2016, Team Planner is a Project view that shows a project's resources and tasks assigned to each resource.

16) In Project 2016, a recurring task ignores working and nonworking times and schedules tasks to 24 hours a day.

Answer: FALSE

17) _____ is the time a task can be delayed from its scheduled start date without delaying the project.

Answer: Slack

18) In Project 2016, _____ tasks are tasks listed in bold in the Entry table and are groups of tasks that logically belong together.

Answer: summary

19) Related tasks that further define summary tasks are called _____.

Answer: subtasks

20) In Project 2016, _____ a task moves a task to the right in the Entry table and makes it a lower level task in a WBS.

Answer: indenting

21) Match the following terms to their meanings:

- I. Slack
 - II. Work Breakdown Structure
 - III. Indenting
 - IV. Outdenting
 - V. Summary task
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- A. Makes a task a higher level task
 - B. Creates a project plan arrangement in which project tasks are identified, task relationships are defined, and task resources are assigned
 - C. The time a task can be delayed from its scheduled start date
 - D. Group of tasks that logically belong together
 - E. Makes a task a lower level task

Answer: C, B, E, A, D

22) Match the following terms to their meanings:

- I. Subtasks
- II. Resource Sheet view
- III. Effort-driven scheduling
- IV. Crashing
- V. Leveling

- A. Related tasks that further define the summary tasks
- B. The process of correcting overallocated resources
- C. Adding additional resources to a project
- D. Used to enter resource information in columns and rows
- E. When the duration of a task is shortened as resources are added or lengthened as resources are removed

Answer: A, D, E, C, B

23) Match the following terms to their meanings:

- I. Elapsed duration
- II. Tracking
- III. Project Summary Task
- IV. Project template
- V. Team Planner

- A. Recording the actual progress of the project's tasks
- B. Schedules a task to 24 hours a day
- C. Shows a project's resources and tasks assigned to each resource
- D. Displays the total duration of your project
- E. A Project file that contains sample project information

Answer: B, A, D, E, C