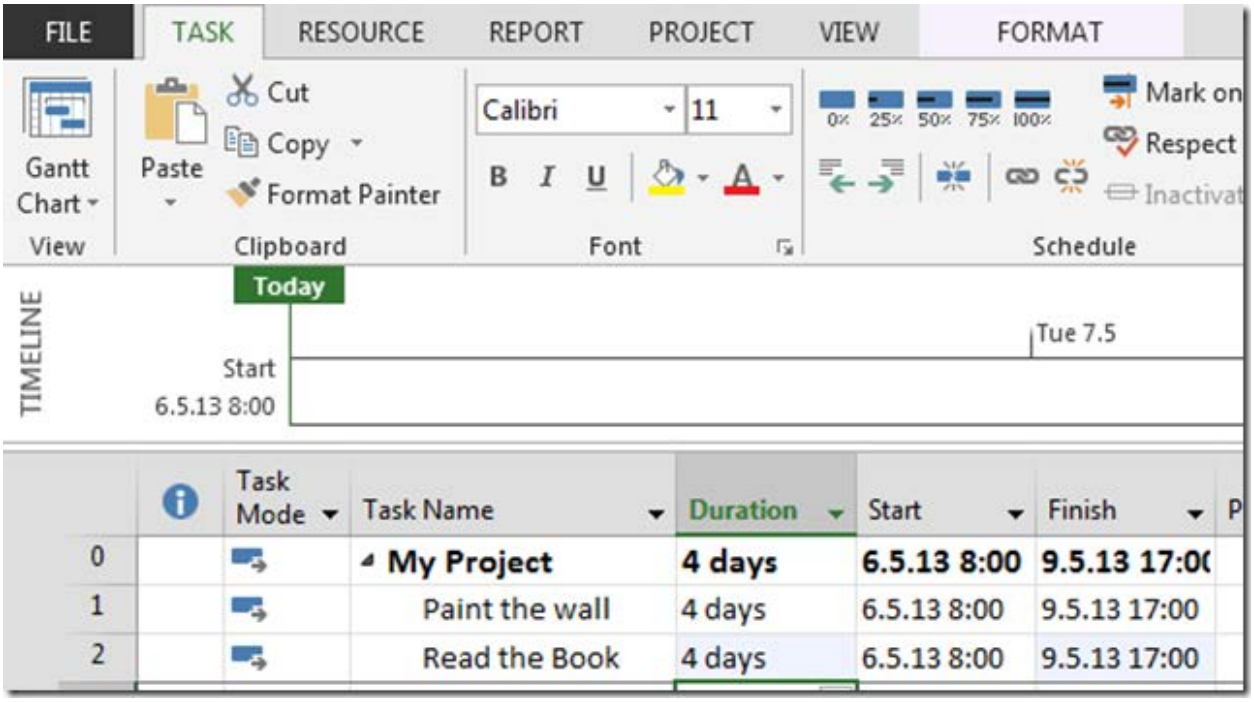
Effort Driven vs. Non-Effort Driven Tasks

What is the difference between Effort Driven, and Non-Effort Driven Tasks in **MICROSOFT PROJECT**?

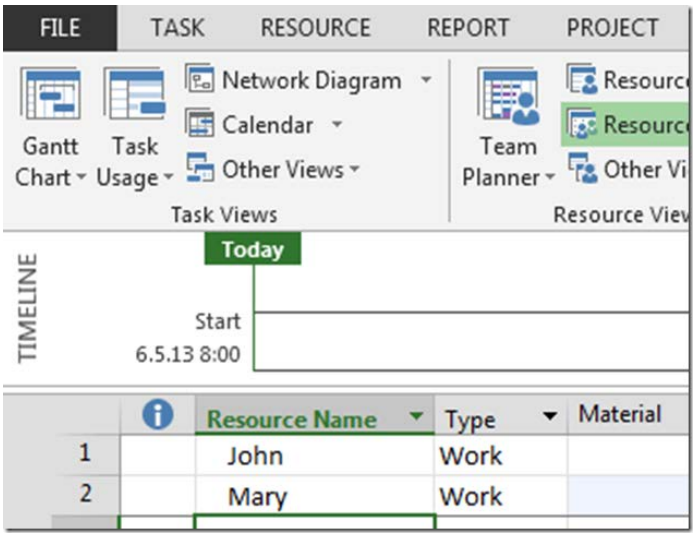
Effort driven Tasks are those which will (if you do not change it manually), reduce duration if you assign additional Resource to the Task. For example, if you have *PAINT THE WALL* Task, and it has duration = 4 days, and you have only one Resource assign to that task, when you add new Resource to that Task, duration will be 2 days!

On the other hand, Non-effort driven Tasks are those which will not (if you do not change it manually), reduce duration if you assign additional Resource to the Task, but it will increase total amount of work (hours). For example, if you have *READ THE BOOK* Task, and it has duration = 4 days, and you have only one Resource assign to that task, when you add new Resource to that Task, duration will still be 4 days, but the total amount of work for that Task will be 4 days * 2 Resources * 8 hours/day = 64 hours.

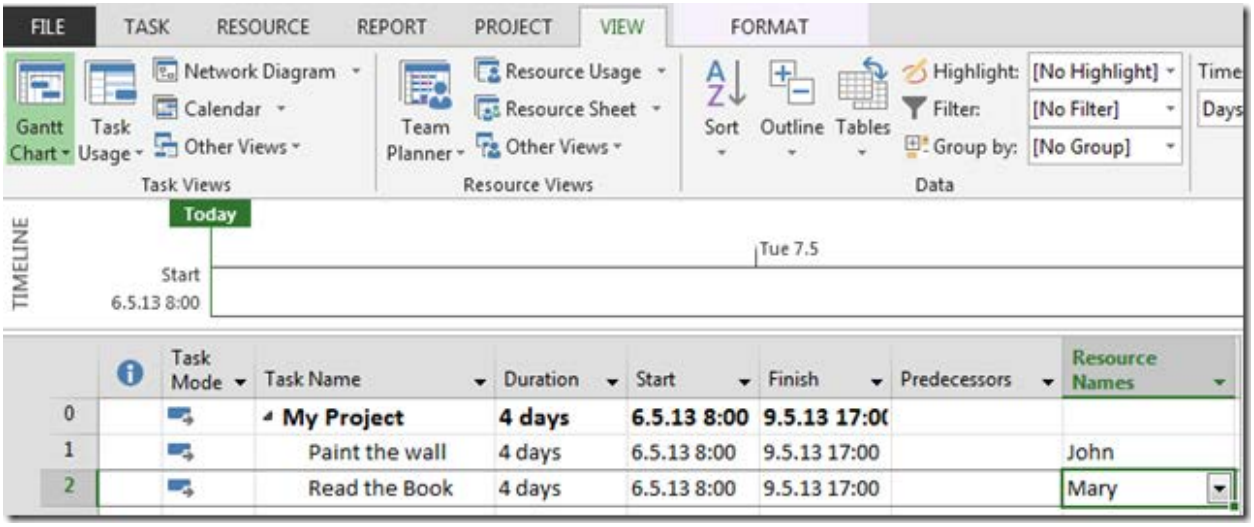
Let me show you that. I have those two Tasks here:



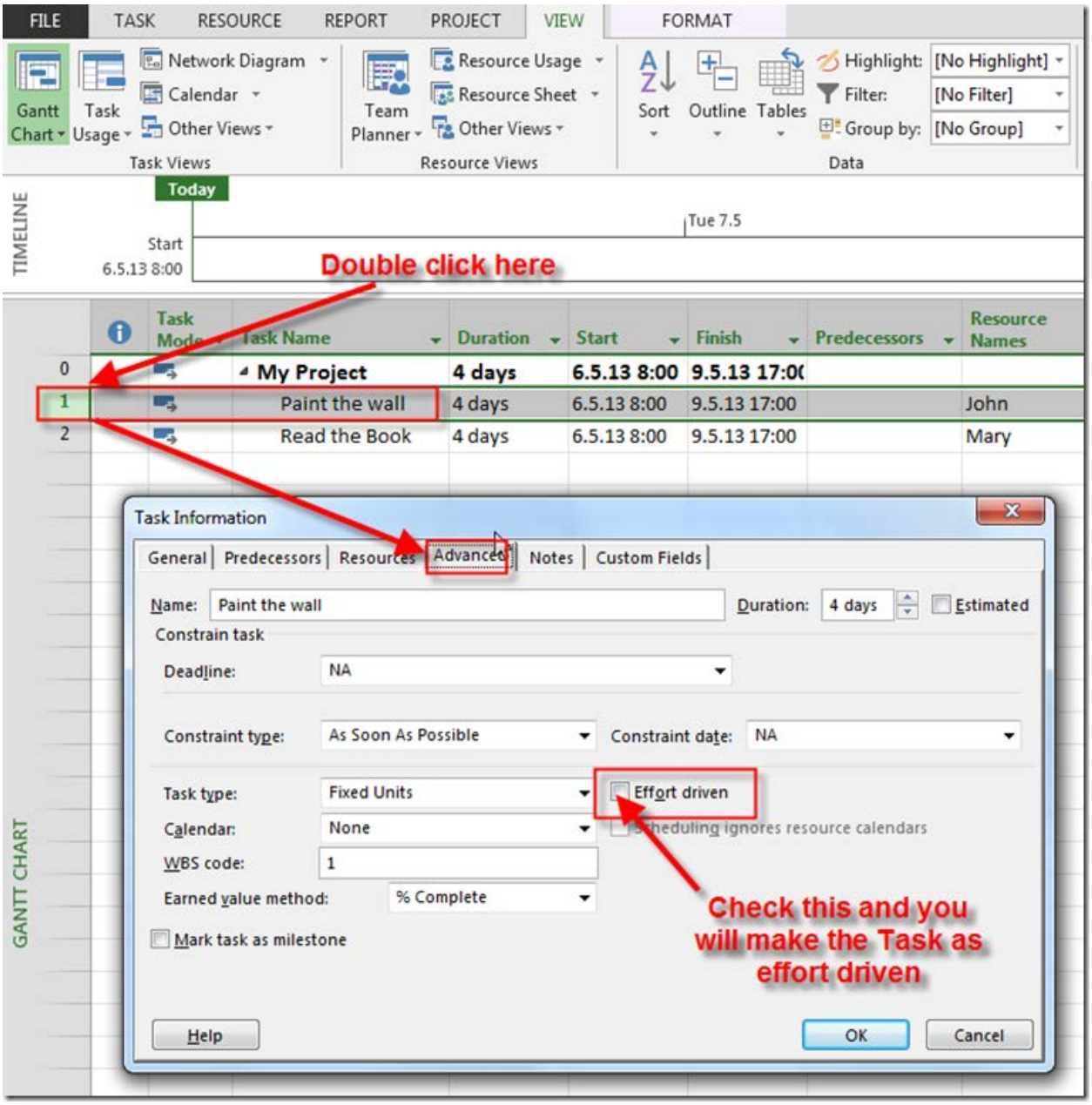
and I have two Resources:



I will Assign John to the *Paint the wall* Task, and Mary to the *Read the Book* Task, and I will get:

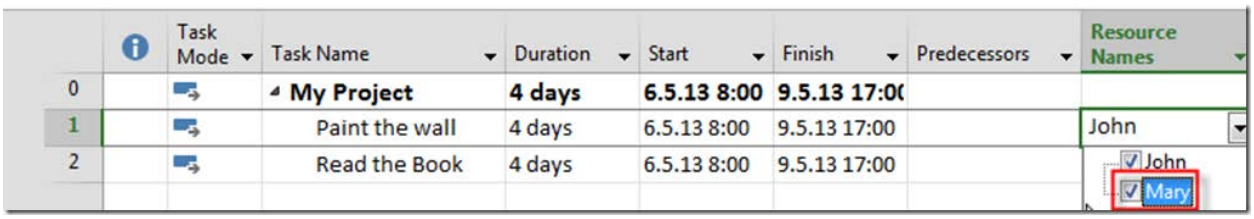


Let's see; how can we determine if the Task is or is not effort driven:

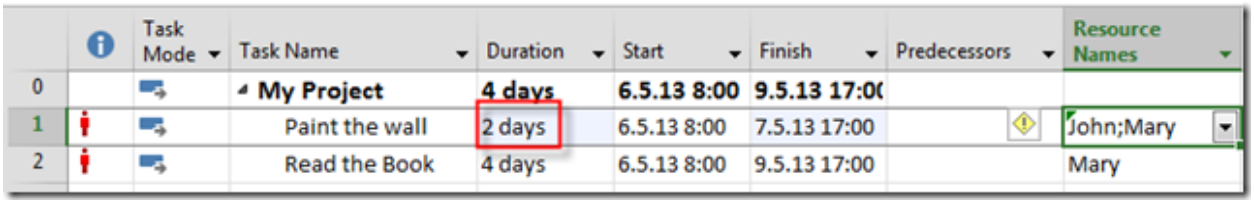


Now I have *Paint the wall* as effort driven Task, and *Read the Book*, as Non-effort driven Task.

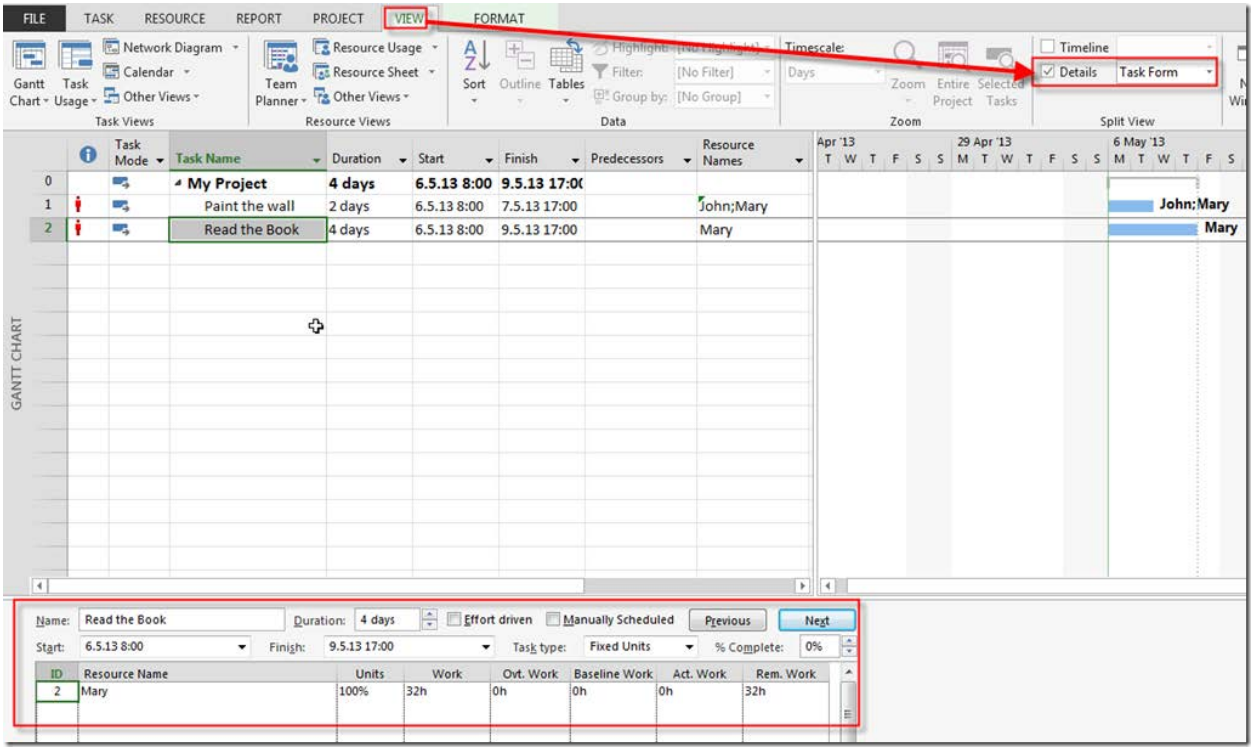
Now I am going to assign Mary to the *Paint the wall* Task:



and I will get:

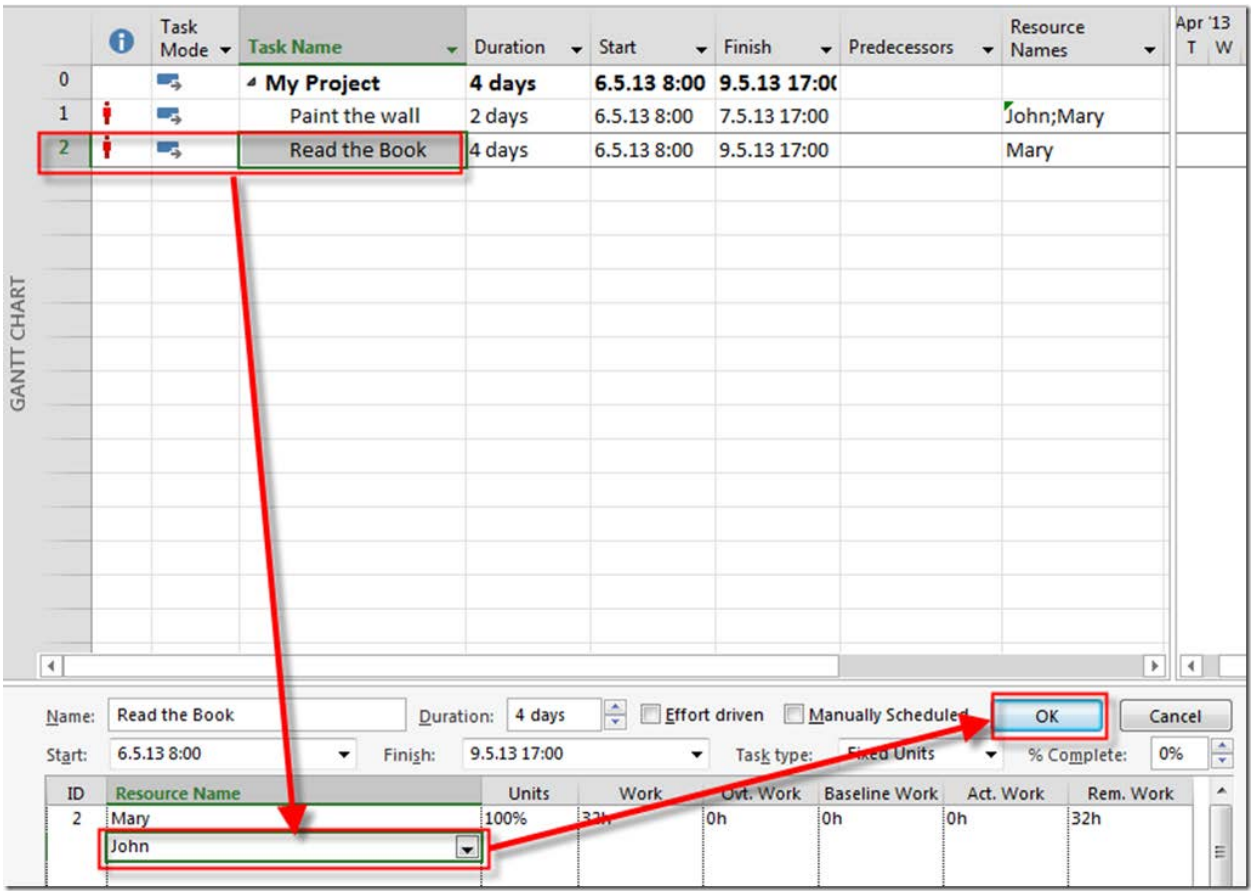


Now let's see *Read the Book* Task:

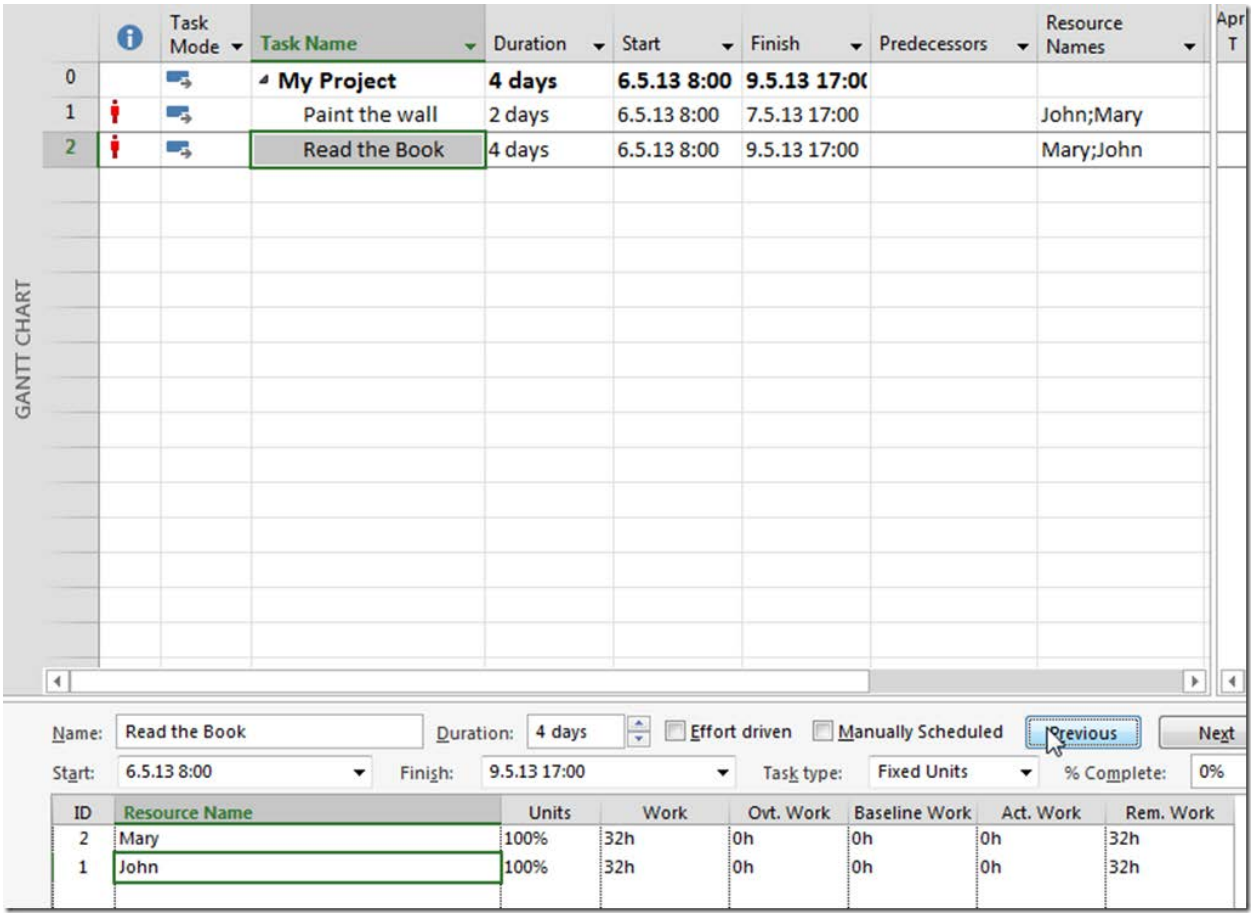


You can see that the Task in Non-effort driven, and that Mary will spend 32 hours of work (4 days * 8 hours per day).

I will add John to that Task:

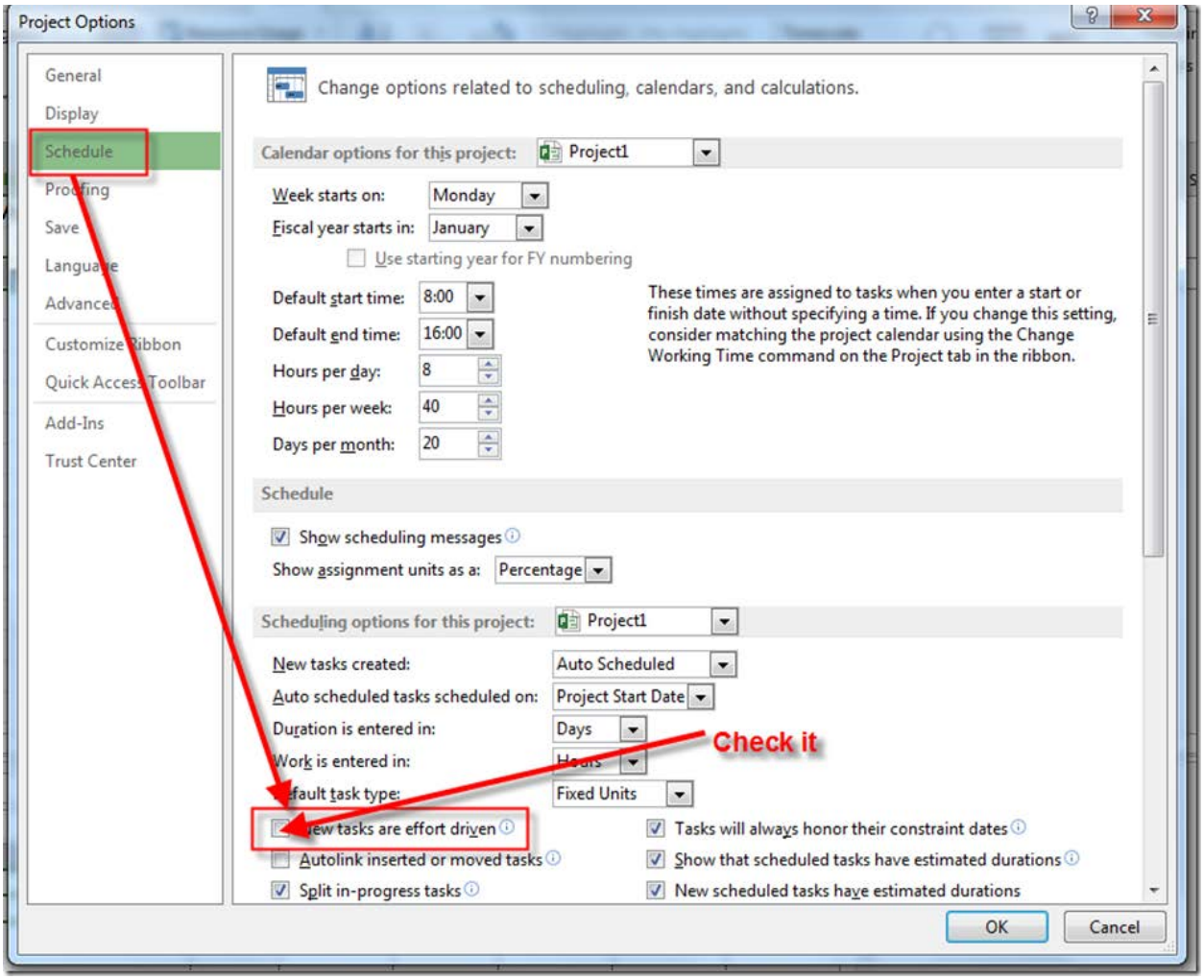


and I will get:



You can see that Duration is same, and John will spend additional 32 hours on that Task, so it takes total of 64 hours for that Task.

But what if you **always** want shorter Task duration, after assigning additional resource**,** so you do not have to make each Task effort driven manually. You can do it here: *File->Options*, and than:


Project Options
General
Display
Schedule
Proofing
Save
Language
Advanced
Customize Ribbon
Quick Access Toolbar
Add-Ins
Trust Center
Change options related to scheduling, calendars, and calculations.
Calendar options for this project:
Project1
Week starts on:
Monday
Fiscal year starts in:
January
Use starting year for FY numbering
Default start time:
8:00
Default end time:
16:00
Hours per day:
8
Hours per week:
40
Days per month:
20
These times are assigned to tasks when you enter a start or finish date without specifying a time. If you change this setting, consider matching the project calendar using the Change Working Time command on the Project tab in the ribbon.
Schedule
Show scheduling messages
Show assignment units as a:
Percentage
Scheduling options for this project:
Project1
New tasks created:
Auto Scheduled
Auto scheduled tasks scheduled on:
Project Start Date
Duration is entered in:
Days
Work is entered in:
Hours
Default task type:
Fixed Units
Check it
New tasks are effort driven
Autolink inserted or moved tasks
Split in-progress tasks
Tasks will always honor their constraint dates
Show that scheduled tasks have estimated durations
New scheduled tasks have estimated durations
OK
Cancel