

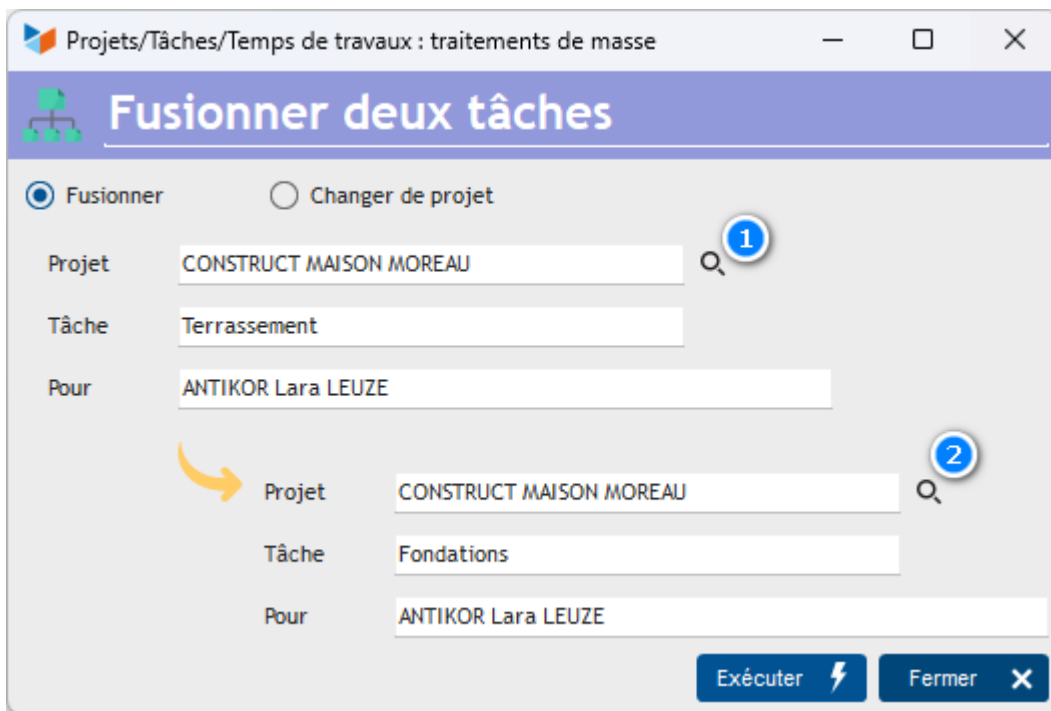
# Projects: merge/change

 **Fix Me!** A1 proofreading not yet effective for this page. In the meantime, you can ask any questions on the [forum](#).

This screen is used to merge one task into another, or to assign a task to another project.

## Use: merge

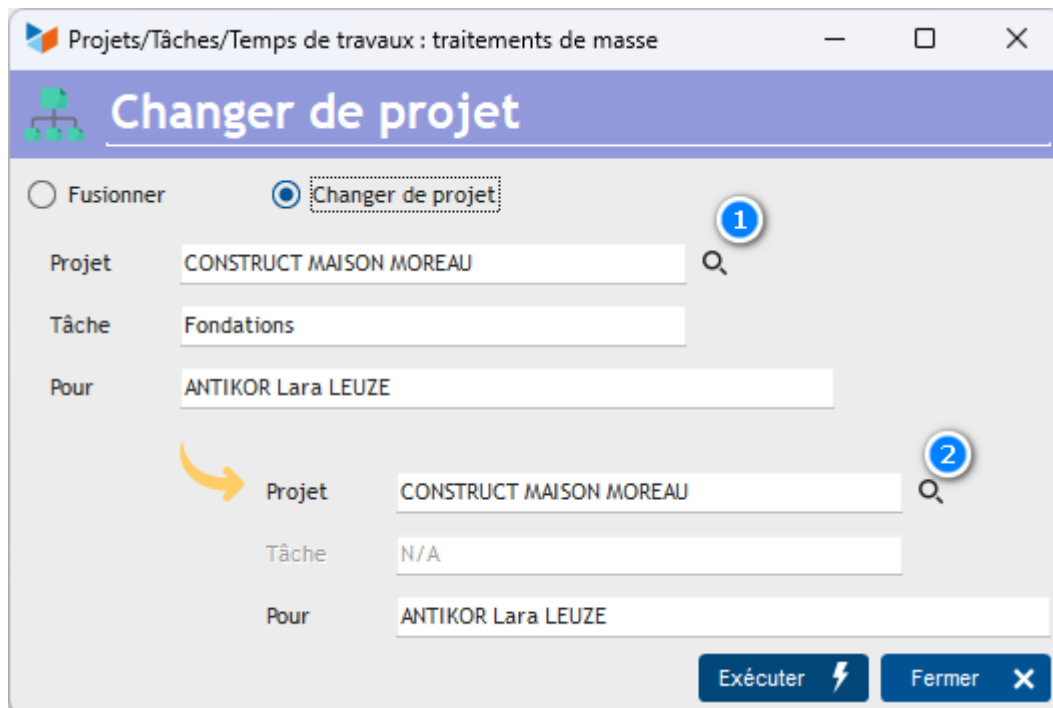
**Access** :Tools ? Administration ? Mass data processing ? Projects/Consos ? Merge/Change



After selecting the source task to merge with the 1 magnifying glass, and the target task to merge it to with the 2 magnifying glass, the **Execute** button will cause the task to be merged into the target task: all elements linked to the source task will be linked to the target task. At the end of the process, the source task can be deleted.

## Use: change project

**Access** :Tools ? Administration ? Mass data processing ? Projects/Consos ? Merge/Change



After selecting the source task to be moved with the 1 magnifying glass, and the target project to which to assign the task with the 2 magnifying glass, the **Execute** button will cause the source task to be added to the target project.

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