Converting Microsoft Project for MS-DOS Files

The conversion utility that comes with Microsoft Project for Windows converts files from Microsoft Project for MS-DOS version 3.0 or 4.0 into files that can be opened in Microsoft Project for Windows. Because the functionality of the two products is not the same, some information may be lost or changed in the conversion process. This document describes the procedure for running the conversion, as well as information about the data that will not be converted or will be changed.

Note: If you are converting files from a non-English version of Microsoft Project, make sure your .TXT files use numbers rather than letters for dates. If Microsoft Project is not currently set up this way, run INTL (included with Microsoft Project for MS-DOS version 3.0), and choose an option that displays the dates in number format. There should be no letters in the date or time format. Then, follow the instructions in the following Procedures section.

Procedures

In Microsoft Project for MS-DOS:

1. Start Microsoft Project.
2. In Microsoft Project for MS-DOS, open the file that you want to use in Microsoft Project for Windows.
3. Choose Transfer Export Project.
4. Type a filename, using .TXT as the file extension. You can also specify the directory in which Microsoft Project for Windows is located. For example: c:\winproj*filename.txt.* Replace *filename* with the name of the file.
5. Specify "Complete" in the "filetype" field.
6. Fill in the other fields as appropriate. If you want to export the entire file, press ENTER, leaving the other fields blank. Either type of quotes will work so it doesn't matter which you choose.
7. Quit Microsoft Project for MS-DOS.

To install the conversion utility on your system, run Setup from the Microsoft Project for Windows Setup disk, choosing the option to install the conversion.

At the system prompt in the directory that Microsoft Project for Windows is installed, such as c:\winproj, type: **convert *filename***

Replace *filename* with the name of the export (.TXT) file that you created in Microsoft Project for MS-DOS. If you have an .MPX file with the same filename, it will be overwritten by the new file.

The conversion utility creates a file with the same name as the Microsoft Project for MS-DOS file, but with an .MPX extension.

Before opening this file in Microsoft Project for Windows, verify that the Date Order setting in the Preferences dialog box is the same as the date order in Microsoft Project for MS-DOS.

To open this file in Microsoft Project for Windows, choose Open from the File menu, and select the appropriate .MPX file.

Differences Between Microsoft Project for MS-DOS and

Microsoft Project for Windows

- Because calendars are functionally different in the two products, the following translations occur:

  - Standard days are converted
  - Standard hours are ignored. 8:00A.M. - 12:00P.M. and 1:00P.M. - 5:00P.M. is used for the shifts.
  - Exception days are converted, ignoring hours. If the workday length on an exception day is zero, the day is designated nonworking. Otherwise, it is a working day.

- If the Standard calendar in Microsoft Project for MS-DOS is different from the one in Microsoft Project for Windows, dates for tasks may vary because durations in Microsoft Project for MS-DOS are closely tied to the calendars.

- Only the first 50 calendar exceptions are converted. If you have more than 50, a message tells you that the rest of the exceptions are ignored.

- If you have values in the "Priority" field in the .TXT file, the following translations are made:

```
.TXT            .MPX
----------------------------------
0               Highest
1-25            High
26-50           Medium
51-75           Low
76-100          Lowest
```

- Percent complete values are rounded to whole numbers (integers).

- Months are converted to days, substituting 21.67 days for 1 month. This is the same substitution that Microsoft Project for MS-DOS makes.

- Resource Amount greater than 100 (for resource assignments) will give you an error message and assign 100 units to the task.

- Resource ID is converted into Code for each resource.

- Capacity is converted to Max Units. If Capacity was "no limit" (or 0), it is converted into the maximum capacity in Microsoft Project for Windows, or 100.

- If any tasks had more than 20 immediate predecessors or successors, a message appears, and no predecessors or successors for that task are imported. You will need to link the tasks once you get the data into Microsoft Project for Windows.

- Percent complete for ALAP tasks in Microsoft Project for MS-DOS version 3.0 files will not be converted.

- "Fixed" costs will not be converted. Per Month costs are converted into Per Week costs.

- If your data contained a character with a decimal value less than 32, it will be ignored in the conversion, and will not be in the .MPX file.