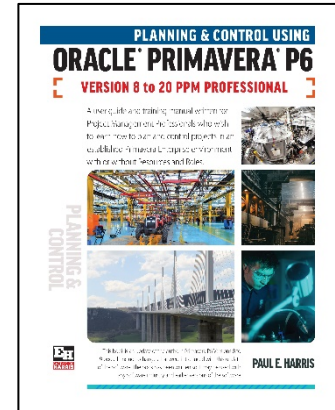# RENUMBERING OF ORACLE PRIMAVERA P6 ACTIVITY IDS

1   Introduction

After completing a schedule, the P6 Activity IDs are usually not in order from top to bottom. To make it simpler to find activities when checking the relationships it is useful to renumber the task from top to bottom.

Unfortunately, the P6 Renumbering function will not renumber all project activities in the order on the screen and one method of renumbering activities from top to bottom is to export the schedule to Excel renumber and import the new Activity IDs.

Recently I discovered a new method that does not involve exporting the project to Excel which save a lot of time.

2   Understanding the P6 Renumbering Function

When renumbering all activities in a P6 files the P6 Renumber function on the program results in the following

- Before Renumbering:

- After renumbering, you can see that they are not renumbered from top to bottom but in their original order which is not helpful:

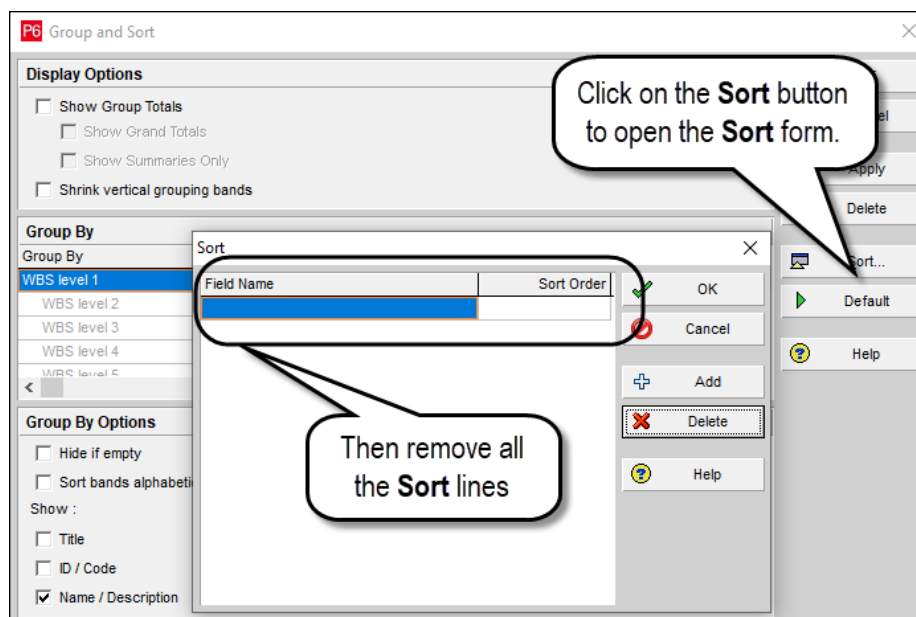| Activity ID	Activity Name	Original Duration	Start	Finish	Total Float
Bid for Facility Extension					
Technical Specification					
AA-1090	Approval to Bid	0d	06-Dec-21		7d
AA-1100	Determine Installation Requirements	4d	06-Dec-21	09-Dec-21	7d
AA-1110	Create Technical Specification	5d	10-Dec-21	16-Dec-21	7d
AA-1120	Identify Supplier Components	2d	17-Dec-21	20-Dec-21	7d
AA-1130	Validate Technical Specification	2d	21-Dec-21	22-Dec-21	9d
Delivery Plan					
AA-1040	Document Delivery Methodology	4d	23-Dec-21	30-Dec-21	9d
AA-1050	Obtain Quotes from Suppliers	8d	04-Jan-22*	13-Jan-22	0d
AA-1060	Calculate the Bid Estimate	3d	14-Jan-22	17-Jan-22	0d
AA-1070	Create the Project Schedule	3d	18-Jan-22	20-Jan-22	0d
AA-1080	Review the Delivery Plan	1d	21-Jan-22	21-Jan-22	0d
Bid Document					
AA-1000	Create Draft of Bid Document	6d	31-Dec-21	10-Jan-22	9d
AA-1010	Review Bid Document	2d	24-Jan-22	25-Jan-22	0d
AA-1020	Finalise and Submit Bid Document	2d	26-Jan-22	27-Jan-22	0d
AA-1030	Bid Document Submitted	0d		27-Jan-22*	0d

If you try to renumber activities under the WBS Node one at a time you have to keep resetting the first Activity ID for each WBS Node which is time consuming and prone to error.

3   How to renumber from top to Bottom without using Excel

To renumber a P6 file from top to bottom a user must:

- Open the **Group and Sort** form and remove all sorting:

- Now when selecting all activities and renumbering as per below:

- The schedule will be renumbered from top to bottom as per below:

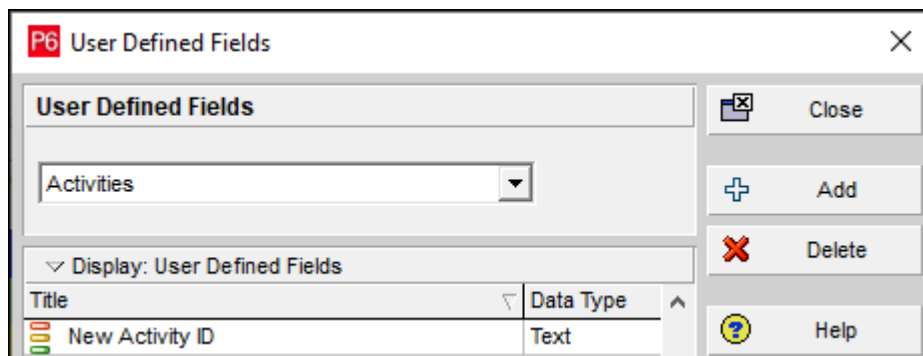| Activity ID	Activity Name	Original Duration	Start	Finish	Total Float
Bid for Facility Extension		31d	09-Dec-24	23-Jan-25	0d
Technical Specification		13d	09-Dec-24	27-Dec-24	2d
OZ-1000	Approval to Bid	0d	09-Dec-24		0d
OZ-1010	Determine Installation Requirements	4d	09-Dec-24	12-Dec-24	0d
OZ-1020	Create Technical Specification	5d	13-Dec-24	19-Dec-24	0d
OZ-1030	Identify Supplier Components	2d	20-Dec-24	23-Dec-24	0d
OZ-1040	Validate Technical Specification	2d	24-Dec-24	27-Dec-24	2d
Delivery Plan		14d	24-Dec-24	15-Jan-25	0d
OZ-1050	Document Delivery Methodology	4d	30-Dec-24	03-Jan-25	2d
OZ-1060	Obtain Quotes from Suppliers	8d	24-Dec-24	07-Jan-25	0d
OZ-1070	Calculate the Bid Estimate	3d	08-Jan-25	10-Jan-25	0d
OZ-1080	Create the Project Schedule	3d	11-Jan-25	14-Jan-25	0d
OZ-1090	Review the Delivery Plan	1d	15-Jan-25	15-Jan-25	0d
Bid Document		31d	09-Dec-24	23-Jan-25	0d
OZ-1100	Create Draft of Bid Document	6d	06-Jan-25	13-Jan-25	2d
OZ-1110	Review Bid Document	4d	16-Jan-25	21-Jan-25	0d
OZ-1120	Finalise and Submit Bid Document	2d	22-Jan-25	23-Jan-25	0d
OZ-1130	Bid Document Submitted	0d		23-Jan-25	0d

4   Process to Renumber in Excel

4.1   Summary for the Process to Renumber in Excel

To use Excel to renumber a project from top to bottom there are several different processes that you may use but this is the one I find the simplest:

- Create a UDF for the new Activity ID
- Export the schedule to Excel
- Delete all the Activities in the spreadsheet
- Format the program in P6 with the order and required columns
- Copy and paste the program into the spreadsheet
- Delete the summary bands and spaces in the Activity ID column
- Add the new Activity IDs into the spread sheet UDF
- Backup your program
- Import the Excel spread sheet
- Run a Global Change to copy the UDF values into the Activity ID field.
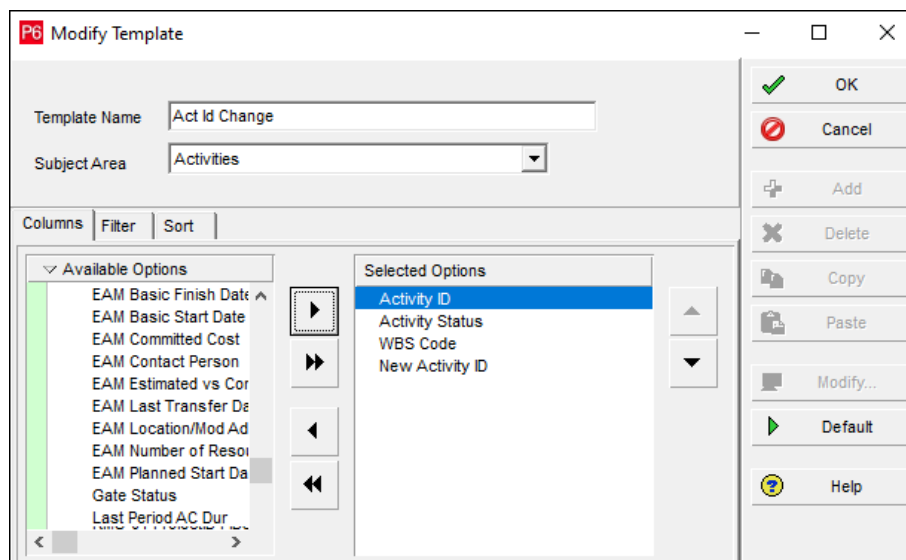
4.2   Create a UDF for the new Activity ID

To create the UDF select **Enterprise**, **User Defined Fields** and create a **Text Data Type** with a meaningful **Title** such as **New Activity ID**:

4.3   Export the schedule to Excel

Select **File**, **Export** and export the minimum amount of data plus the new UDF to Excel:

Your spreadsheet should look like this:

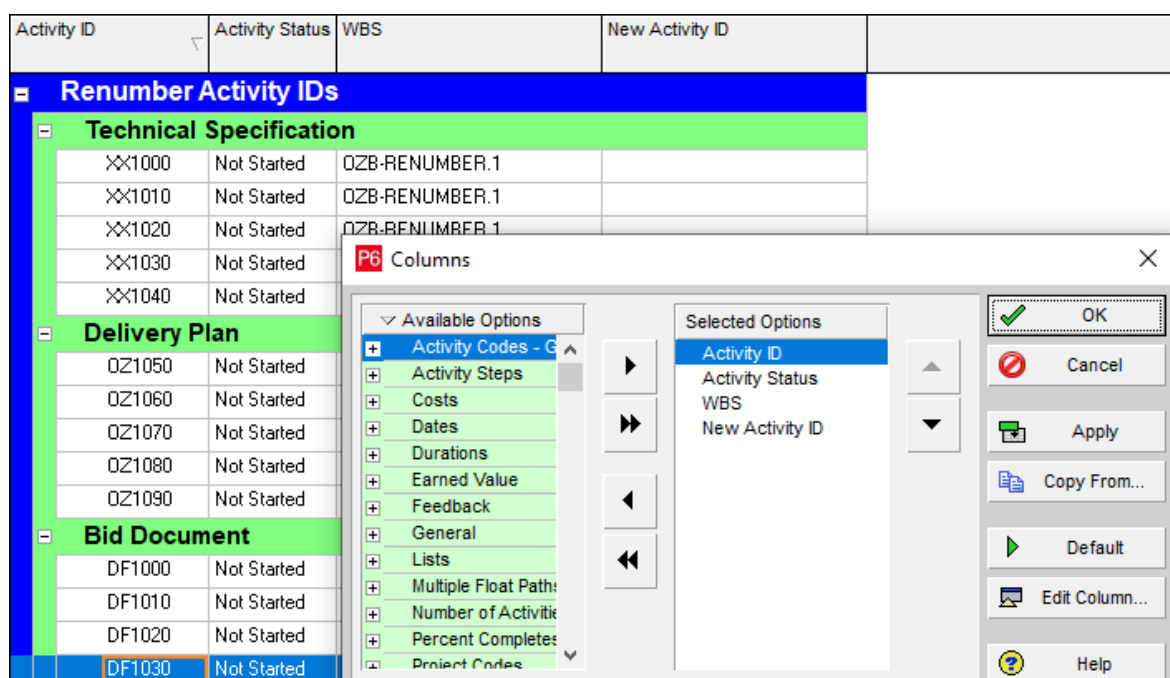|	A	B	C	D	E
1	task_code	status_code	wbs_id	user_field_1519	delete_record_flag
2	Activity ID	Activity Status	WBS Code	New Activity ID	Delete This Row
3	XX1000	Not Started	OZB-RENUMBER.1		
4	XX1010	Not Started	OZB-RENUMBER.1		
5	XX1020	Not Started	OZB-RENUMBER.1		
6	XX1030	Not Started	OZB-RENUMBER.1		
7	XX1040	Not Started	OZB-RENUMBER.1		
8	OZ1050	Not Started	OZB-RENUMBER.2		
9	OZ1060	Not Started	OZB-RENUMBER.2		
10	OZ1070	Not Started	OZB-RENUMBER.2		
11	OZ1080	Not Started	OZB-RENUMBER.2		
12	OZ1090	Not Started	OZB-RENUMBER.2		
13	DF1000	Not Started	OZB-RENUMBER.3		
14	DF1010	Not Started	OZB-RENUMBER.3		
15	DF1020	Not Started	OZB-RENUMBER.3		
16	DF1030	Not Started	OZB-RENUMBER.3		

4.4   Delete all the Activities in the spreadsheet

I delete all the activities in the spreadsheet in case they are in the incorrect order, but if you are sure that they are in the correct order you could move directly to para 9.

DO NOT DELETE the top two lines.

4.5   Format the program with the order and required columns

Format you program with the required columns and make sure the activities are in the order you require:

4.6   Copy and paste the program into the spreadsheet

Select all the activities in P6 using Ctl+A , copy and paste into Excel.

It should look like this with the summary band text,

	A	B	C	D	E
1	task_code	status_code	wbs_id	user_field_1519	delete_record_flag
2	Activity ID	Activity Status	WBS Code	New Activity ID	Delete This Row
3	Activity ID	Activity Status	WBS	New Activity ID	
4	Renumber Activity IDs				
5	Technical Specification				
6	XX1000	Not Started	OZB-RENUMBER.1		
7	XX1010	Not Started	OZB-RENUMBER.1		
8	XX1020	Not Started	OZB-RENUMBER.1		
9	XX1030	Not Started	OZB-RENUMBER.1		
10	XX1040	Not Started	OZB-RENUMBER.1		
11	Delivery Plan				
12	OZ1050	Not Started	OZB-RENUMBER.2		
13	OZ1060	Not Started	OZB-RENUMBER.2		
14	OZ1070	Not Started	OZB-RENUMBER.2		
15	OZ1080	Not Started	OZB-RENUMBER.2		
16	OZ1090	Not Started	OZB-RENUMBER.2		
17	Bid Document				
18	DF1000	Not Started	OZB-RENUMBER.3		
19	DF1010	Not Started	OZB-RENUMBER.3		
20	DF1020	Not Started	OZB-RENUMBER.3		
21	DF1030	Not Started	OZB-RENUMBER.3		

4.7   Delete the summary bands and remove all spaces in the Activity ID column

Delete all the summary band in Excel and line 3.

Do not change the order of the activities.

Remove any spaces in the Activity ID column with Ctl+H find and replace,

It should look like this:

	A	B	C	D	E
1	task_code	status_code	wbs_id	user_field_1519	delete_record_flag
2	ActivityID	Activity Status	WBS Code	New Activity ID	Delete This Row
3	XX1000	Not Started	OZB-RENUMBER.1		
4	XX1010	Not Started	OZB-RENUMBER.1		
5	XX1020	Not Started	OZB-RENUMBER.1		
6	XX1030	Not Started	OZB-RENUMBER.1		
7	XX1040	Not Started	OZB-RENUMBER.1		
8	OZ1050	Not Started	OZB-RENUMBER.2		
9	OZ1060	Not Started	OZB-RENUMBER.2		
10	OZ1070	Not Started	OZB-RENUMBER.2		
11	OZ1080	Not Started	OZB-RENUMBER.2		
12	OZ1090	Not Started	OZB-RENUMBER.2		
13	DF1000	Not Started	OZB-RENUMBER.3		
14	DF1010	Not Started	OZB-RENUMBER.3		
15	DF1020	Not Started	OZB-RENUMBER.3		
16	DF1030	Not Started	OZB-RENUMBER.3		

4.8   Add the new Activity IDs into the spread sheet UDF

You can type in the first two new Act IDs and then drag down:

	A	B	C	D	E
1	task_code	status_code	wbs_id	user_field_1519	delete_record_flag
2	ActivityID	Activity Status	WBS Code	New Activity ID	Delete This Row
3	XX1000	Not Started	OZB-RENUMBER.1	OZ1000	
4	XX1010	Not Started	OZB-RENUMBER.1	OZ1010	
5	XX1020	Not Started	OZB-RENUMBER.1	OZ1020	
6	XX1030	Not Started	OZB-RENUMBER.1	OZ1030	
7	XX1040	Not Started	OZB-RENUMBER.1	OZ1040	
8	OZ1050	Not Started	OZB-RENUMBER.2	OZ1050	
9	OZ1060	Not Started	OZB-RENUMBER.2	OZ1060	
10	OZ1070	Not Started	OZB-RENUMBER.2	OZ1070	
11	OZ1080	Not Started	OZB-RENUMBER.2	OZ1080	
12	OZ1090	Not Started	OZB-RENUMBER.2	OZ1090	
13	DF1000	Not Started	OZB-RENUMBER.3	OZ1100	
14	DF1010	Not Started	OZB-RENUMBER.3	OZ1110	
15	DF1020	Not Started	OZB-RENUMBER.3	OZ1120	
16	DF1030	Not Started	OZB-RENUMBER.3	OZ1130	

NOTE: Make sure no new Activity ID is the same as an old one otherwise you may get a duplicate Activity ID warning on import. If you want the same ID structure with your new Activity IDs then add a prefix to your new Activity IDs and remove with a Global change after changing them.

Save and close the spreadsheet.

4.9   Backup your program

Always back up your program using copy and past in the Project Workspace before importing.
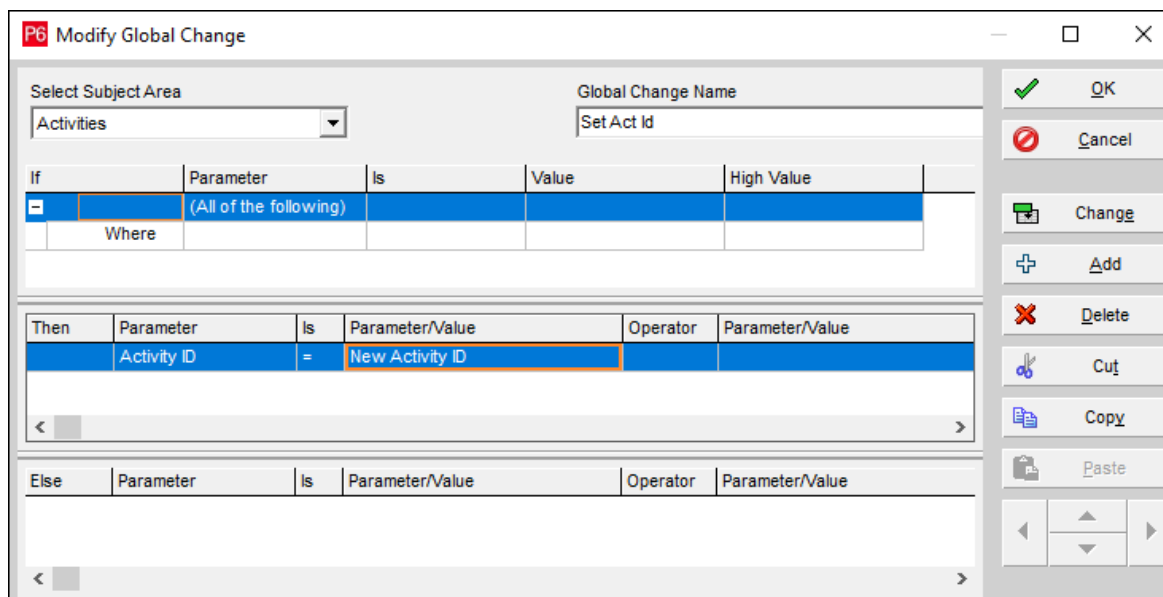
4.10   Import the Excel spread sheet

Then import the spreadsheet, it should look like this:

Activity ID	Activity Status	WBS	New Activity ID
⊟ **Renumber Activity IDs**			
⊟ **Technical Specification**			
XX1000	Not Started	OZB-RENUMBER.1	OZ1000
XX1020	Not Started	OZB-RENUMBER.1	OZ1020
XX1010	Not Started	OZB-RENUMBER.1	OZ1010
XX1030	Not Started	OZB-RENUMBER.1	OZ1030
XX1040	Not Started	OZB-RENUMBER.1	OZ1040
⊟ **Delivery Plan**			
OZ1070	Not Started	OZB-RENUMBER.2	OZ1070
OZ1080	Not Started	OZB-RENUMBER.2	OZ1080
OZ1050	Not Started	OZB-RENUMBER.2	OZ1050
OZ1060	Not Started	OZB-RENUMBER.2	OZ1060
OZ1090	Not Started	OZB-RENUMBER.2	OZ1090
⊟ **Bid Document**			
DF1030	Not Started	OZB-RENUMBER.3	OZ1130
DF1000	Not Started	OZB-RENUMBER.3	OZ1100
DF1020	Not Started	OZB-RENUMBER.3	OZ1120
DF1010	Not Started	OZB-RENUMBER.3	OZ1110

4.11   Run a Global Change to copy the UDF values into the Activity ID field

Set up the Global Change as per below and run it:

Your schedule should look like this, renumbered from top to bottom:

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