Offline Timesheet Manager for Planview

2007

Introduction



- This tool enables resources without access to Planview to report time using only e-mail
- The work manager imports into Planview
- Not a full replacement for Planview's timesheets
- Intended for consultants, who are on the road or working at customer sites

Specifications



- Add-on application which connects with the Planview database
- Functionality to create, send, receive and review timesheets
- Export to uniquely identified Excel files
- Import Excel files into Planview using PVLoader
- Automatic handling of timesheets using a standard e-mail system

Specifications

(continued)

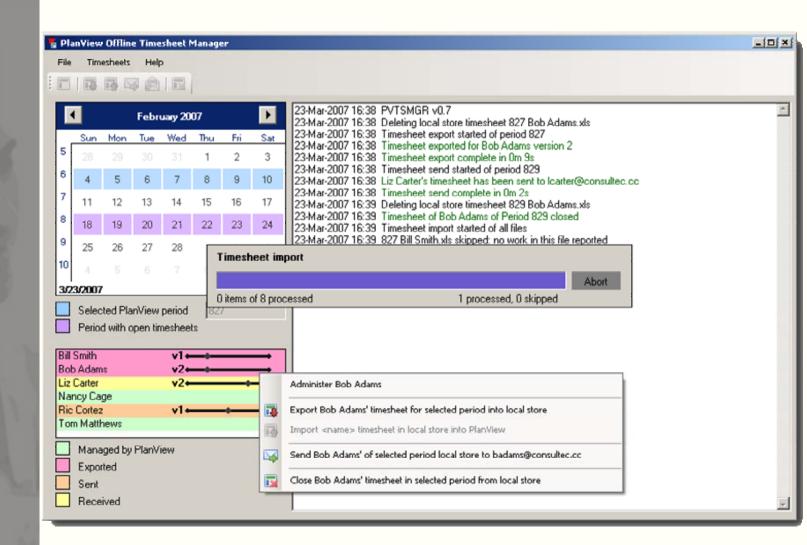


- The resource manager can enable off-line timesheets using a flag in the resource attributes
- Planned work, unplanned work, standard activities and assigned tickets are supported
- E-mails are sent to the resources with an attached Timesheet spreadsheet
- Replied e-mails with a completed Timesheet spreadsheet attachment are collected and imported into Planview

Intuitive GUI

project - program - proces - portfolio - people





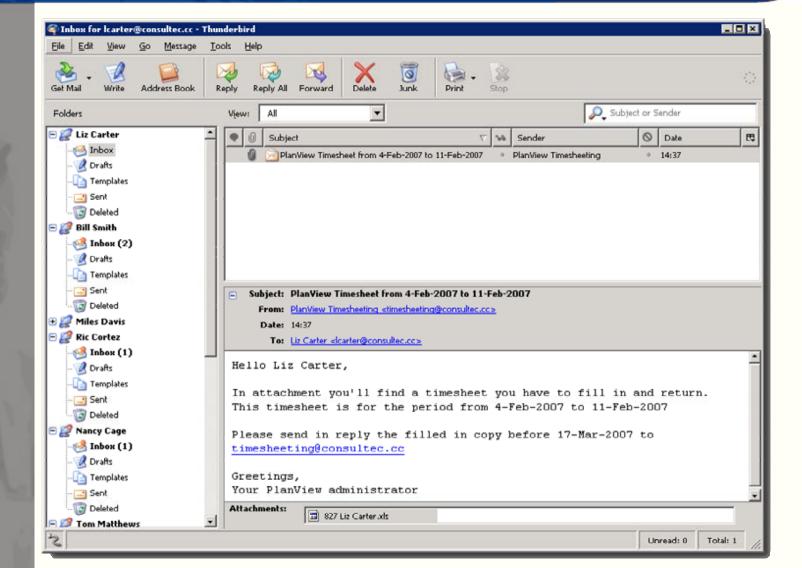


- Does check if this the current version of the timesheet is being imported
- Verify whether the resource exists
- Verify whether the time between the actual start date and the actual finish is one week
- Verify if task is at lowest level
- Verify if task is not ticketable
- Verify if allocation exists

TS message

project - program - proces - portfolio - people



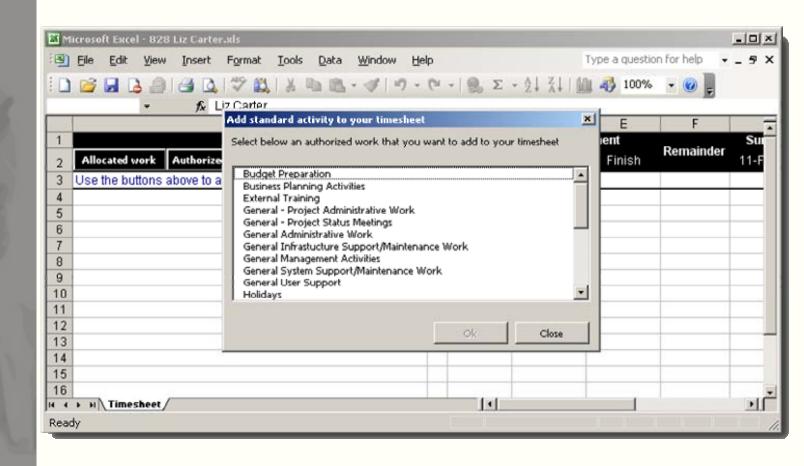




- The consultant receives e-mail with new timesheet, it can be completed it off-line and returned when connection to e-mail is available
- No double work necessary; consultant can complete the timesheet when needed, instead of filling it first in on paper

Work list

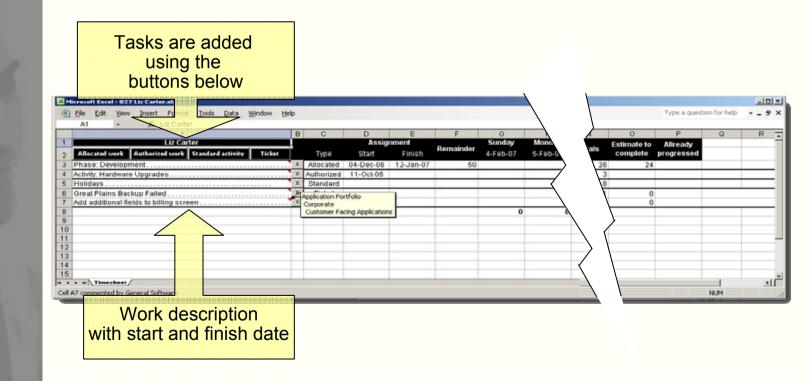




Reported work

project - program - proces - portfolio - people







- Excel 2003
- POP/SMTP mail server
- Planview with PVLoader extensions installed
- Database account for read access