Before everything:

Make sure you have installed Python and Chrome on your machine.

then open command prompt on your machine, type in "pip install selenium", "pip install pandas", and then "pip install openpyxl" this step is to install the 3 necessary Python libraries that the tool need.

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Steps:

1. unzip the skip 100% tool to whatever location you want.

2. open command prompt on your machine, type in "cd [your skip 100% tool location]", press ENTER

e.g.: if you put the folder under C:, then type in "cd C:\Auto\_skip\_100" and press ENTER

3. type in "Skip\_100.bat" and press ENTER, the tool will automatically start running.

4. the tool will ask for the url of the project that you want to skip 100%, copy it from Symfonie and type it in command prompt, e.g. " https://projects.moravia.com/jobs/1815531/workflows"

Graphical user interface, text

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5. the tool will open a new Chrome dialog and try to log in to Symfonie. For security reasons, it won’t be able to use any of your previous authentication info, so it’ll log in again each time you use it. Be sure to pass the authentication on your phone before it times out.

If you don’t authenticate before it times out, the tool will fail. Then just rerun it from step 1.

6. the tool will try to download 2 zipped folders from job attachment, this will take some time(about 40 seconds), wait patiently and don’t click on this Chrome window(it’ll interrupt with the tool). If it times out, close the Chrome dialog and rerun it from step 1.

7. Once the 2 zip folders are downloaded, the tool will then unzip them, change the csv files in one folder, rename them, move the changed CSVs to the other folder, and zip it.

After everything’s done, it’ll automatically open a new window in file explorer, it contains the zipped file with the updated CSVs(all numbers under 100% changed to 0). You can make some final check if necessary, and then upload it back to Symfonie job attachments and we're done!

A screenshot of a computer

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You can also find location of the final zip file in command prompt message:

Graphical user interface, text

Description automatically generated

8. the tool will also generate a "hours.xlsx" file in the same location as the zip file, it contains all the financial hours for Additional TEP review. It’s already calculated using the formula (Total work count-ICE word count)/1000, or /850 for Asian languages, and sorted by hours in ascending order.

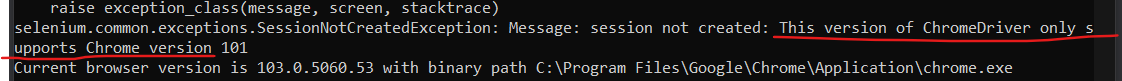
if this job also needs Additional TEP review, you can use the hours in "hours.xlsx" to create financials.

Graphical user interface, application, table, Excel

Description automatically generated

P.S.:

If you’re getting this error message “This version of ChromeDriver only supports Chrome version XXX” when running the tool, it’s because your Chrome browser automatically updates to a new version, so the version of your Chrome browser doesn’t match with the version of the webdriver that the tool’s using.



The solution would be to go to the top right side of your Chrome browser, click the 3 dots icon, then “Help” and then “About Google Chrome” Graphical user interface, application, website

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This way you can see the current version of your Chrome, in my case it’s Version 103

A screenshot of a computer

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Then go to <https://registry.npmmirror.com/binary.html?path=chromedriver/> and download the webdriver that matches your Chrome version, like for me it’s either of these 2 that starts with 103:

Graphical user interface, application

Description automatically generated

And choose the right version that matches your machine (it’s usually the 4th, chromedriver\_win32.zip, which is the version for Windows)

Graphical user interface, text

Description automatically generated

Unzip the downloaded file, and copy it under the folder of the tool, to replace the original webdriver:

A picture containing graphical user interface

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And then rerun the tool. Now it should work fine.