



INSTALLATION MANUAL FOR VERSION 3.+

'Php Web Based Timesheet And Project Tracking Software'

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1. SOCKET TIMESHEET INSTALLATION

Point your browser to <http://<server/installation dir>/install/> and follow the installation instructions closely.

System Requirements and Pre-Requisites:

- ◆ Windows, Linux or FreeBSD Operating System
- ◆ Apache 1.3.3 or above installed and configured
- ◆ MySQL 4. x and above installed and configured
- ◆ Php 4.2.x and above installed and configured
- ◆ Zend Optimizer installed (for Trial Version)
- ◆ Folder "include/lib" is write enabled
- ◆ Folder "files" is write enabled (can be changed after installation)
- ◆ Folder "archive" is write enabled (can be changed after installation)
- ◆ Folder "images" is write enabled (can be changed after installation)

1.1 Installation Welcome Page


Socket Timesheet :: Projects, Timesheet, Reporting and more...

Thank you for your purchase of Socket Timesheet, the ultimate in Web-based Project, Timesheet and Reporting software.

Please make sure that prior to installing this application:

1. Terms, Conditions and License Agreement Verified (MANDATORY)	✓
2. PHP 4.2.X or above installed and configured (MANDATORY)	✓
3. MySQL 4.X.X or above database installed and configured (MANDATORY)	✓
4. Zend Optimizer installed (MANDATORY)	✓
5. Write access enabled for folder 'include/lib' (MANDATORY)	✓
6. Write access enabled for folder 'files' (optional)	✓
7. Write access enabled for folder 'archive' (optional)	✓
8. Write access enabled for folder 'skins/classic/en/images' (optional)	✓

Last but not least, we hope you'll find our solution useful in your daily management of Projects, Timesheet and Reporting. Regardless of the outcome, we would like to hear from you.

 **SocketTimesheet™**

Best Regards,
[Creative Digital Resource Sdn. Bhd.](#)

Figure 1: Socket Timesheet Main Installation Page

Click "Proceed With Installation" button to install Socket Timesheet

1.2 Server And Database Properties

Server and MYSQL Properties		
Server Name:	<input type="text" value="localhost"/>	<i>*localhost is the most common</i>
Server MySQL Port:	<input type="text" value="3306"/>	<i>*default MySQL port: 3306</i>
MySQL Login:	<input type="text" value="root"/>	<i>*login to MySQL server</i>
MySQL Password:	<input type="password"/>	<i>*password of MySQL server</i>
Database Name:	<input type="text" value="socket_timesheet"/>	<i>*database target for Socket Timesheet</i>
If Database Exists?:	<input type="radio"/> Drop <input type="radio"/> Append <input checked="" type="radio"/> Notify	<i>*action if db already exists</i>
MySQL Table Prefix:	<input type="text" value="st_"/>	<i>*database tables prefix</i>

Figure 2: Installation Page

- ◆ **Server Name:** The name of the server where the source code and database reside.
- ◆ **Server MySQL Port:** MySQL Port for the database. Default value is 3306 if not being changed.
- ◆ **MySQL Login:** MySQL login for the database
- ◆ **MySQL Password:** MySQL password for the database
- ◆ **Database Name:** The target database name
- ◆ **If Database Exists:**
 - **Drop:** Drop the existing database
 - **Append:** Append tables in the database. Existing tables will be deleted and replaced with a new one
 - **Notify:** System will halt installation if the same database name exists in the server.
- ◆ **MySQL Table Prefix:** Default prefix for all tables in the database

Click "Save & Next" button to proceed

1.3 Administrator Properties Page

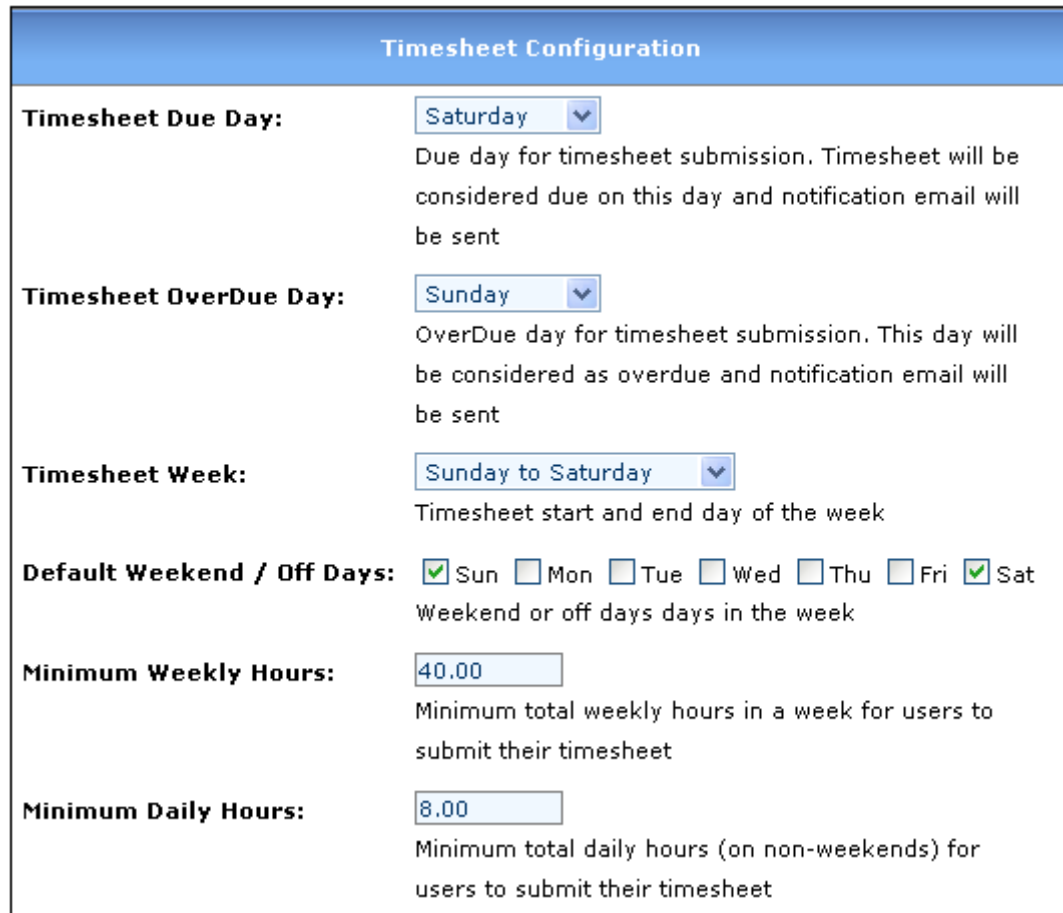
Change default Company Name and Web page title for the whole system.

User Administrator Properties		
Company Name / Title:	<input type="text" value="SocketTimesheet™ :: Php Web Based Timesheet"/>	<i>*required input</i>
First Name:	<input type="text" value="Gyles"/>	<i>*required input</i>
Last Name:	<input type="text" value="Dutro"/>	<i>*required input</i>
Employee ID:	<input type="text" value="GD1000"/>	
Email Address:	<input type="text" value="gdustro@sockettimesheet.com"/>	<i>*required input</i>
User Login Properties		
Login Name:	<input type="text" value="gdutro"/>	<i>*required input</i>
Password:	<input type="password" value="•••••"/>	<i>*required input</i>
Confirm Password:	<input type="password" value="•••••"/>	<i>*required input</i>
Currency Preference:	<input type="text" value="EUR"/> ▼	

Figure 3: Installation Administrator Page

- ♦ **Note:** User added in this page will automatically become the Administrator for Socket Timesheet.
- ♦ **Note:** Currency preference will be the default currency across system but can be changed in user level

1.4 Timesheet Properties Page



The screenshot displays the 'Timesheet Configuration' page with the following settings:

- Timesheet Due Day:** Saturday (dropdown menu). Description: Due day for timesheet submission. Timesheet will be considered due on this day and notification email will be sent.
- Timesheet OverDue Day:** Sunday (dropdown menu). Description: OverDue day for timesheet submission. This day will be considered as overdue and notification email will be sent.
- Timesheet Week:** Sunday to Saturday (dropdown menu). Description: Timesheet start and end day of the week.
- Default Weekend / Off Days:** Sun (checked), Mon (unchecked), Tue (unchecked), Wed (unchecked), Thu (unchecked), Fri (unchecked), Sat (checked). Description: Weekend or off days days in the week.
- Minimum Weekly Hours:** 40.00 (text input). Description: Minimum total weekly hours in a week for users to submit their timesheet.
- Minimum Daily Hours:** 8.00 (text input). Description: Minimum total daily hours (on non-weekends) for users to submit their timesheet.

Figure 4: Installation Timesheet Properties Page

- Timesheet Due Day
 - This is the due day for the week's timesheet submission. If auto email notification is being set, an email to the user will be automatically sent as a reminder
- Timesheet OverDue Day
 - This is the overdue day for the week's timesheet submission. If auto email notification is being set, an email to the user will be automatically sent as a reminder. Overdue day is logically after the due day. For example, if Due Day is set on Saturday and Overdue Day on Monday, auto email notification will only be sent on the Monday of the subsequent week.
- Timesheet Week
 - This is the display week for timesheet by default. This is set during installation and will be the mandatory system default and cannot be changed after that.

- Default Weekend / Off Days
 - This is the default weekend in a week. This can still be changed at user level.
- Minimum Weekly Hours
 - Minimum total weekly hours that users have to meet in order to submit the timesheet successfully.
- Minimum Daily Hours
 - Minimum total daily hours (excluding weekend / off days) that users have to meet in order to submit the timesheet successfully.

1.5 Installation Completed Page



Figure 5: Installation Completion Page

- ♦ **Note:** Removing the installation directory in the system is important as this directory will be accessible to all users. Any users who can gain access to this directory can implement re-installation. It is advisable to remove this directory to non-Web accessible folders.

1.6 Troubleshooting

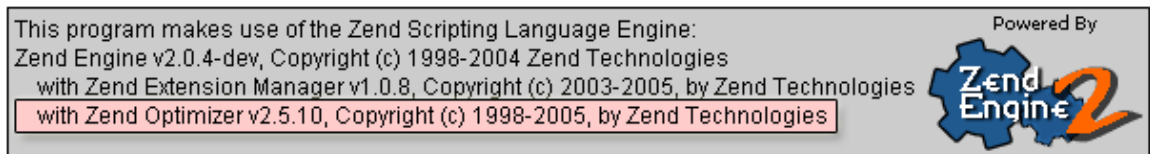
1. MySQL 5

- a. We have tested the system successfully on MySQL 5.X. However, if your MySQL 5.X failed to work with Socket Timesheet (Ex: A lot of Warning Messages from MySQL, Failed to Update data etc), the MySQL settings need to be updated:
 - i. Locate the MySQL configuration file (usually **my.ini** file in the MySQL Folder) and search for the **sql-mode** parameter.
 - ii. Change the **sql-mode=""** and save the file
 - iii. Restart your MySQL server and try again

The solution above will not break your server in any way. It's just to make it compatible with the previous versions of MySQL code.

2. Zend Optimizer

- a. Zend Optimizer is needed to protect our Code for all Trial Versions. Without Zend Optimizer installed in your server, Trial Versions of Socket Timesheet will not work. However, Zend Optimizer is not needed for the Full Version as it's not encrypted.



3. PHP Warning Messages

- a. If you see Warning or Notify messages from the System, this means that your Php configuration is not fully completed:
 - i. Locate **php.ini** file and update **error_reporting** parameter to **error_reporting = E_ALL & ~E_NOTICE**.
 - ii. Save **php.ini**
 - iii. Restart your web server and try again