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# **HISTORY**

# **Sep 2001**

Igalia S.L. is created and soon appears the need for a task tracking system. An XML DTD and a set of processing scripts are developed and the offline XML reports are used by all the company employees.

### Dec 2003 - PhpReport 1.0

Some company employees think that editing XML reports by hand is a hard and uncomfortable task and suggest the idea of creating a web reporting application. PhpReport was born.

# Year 2004 - PhpReport 1.1 & 1.2

The time goes by and company staff uses PhpReport daily. The application helps company managers to do poject cost and competitive power analysis. Some minor bugs are fixed and some new features, like quick statistics or label editing, are implemented. The desire of publishing PhpReport appears

# **Jun 2005 - Phpreport 1.3**

PhpReport is licensed under GPL and prepared to be published: the app is debianized, SQL auth backend and user administration is implemented and project publishing infrastructure is set up.

#### **Sept 2007 – Phpreport 1.5**

Documentation is provided and package debian is improvement in order to use dialog into install process.



# **USER MENU FOR ADMINISTRATOR**

As administrator role, you can do much more than an user can do, thought you also can do user tasks. In "*Phpreport user manual*" had been explained some as these tasks:

- Report edition
- XML import
- User evaluation
- Password change

You can find out about this functions in document indicates above. Anyway, "result extraction menu" as administrator role is larger than "result extraction menu" as user role. We only will document here these extra functions:

- Result extraction (all queries: user and specific admin queries)
- Queries management (create, edit and view)

#### RESULTS EXTRACTION

QUERY	DESCRIPTION	USER	ADMIN
Q1	< New Query >	-	X
Q2	Add Compensation	-	X
Q3	Delete Compensation	-	X
Q4	Delete Worker Tasks and Reports (over time slot)	-	X
Q5	Delete all Workers Reports (over time slot)	-	X
Q6	Delete Orphan Reports	-	X
Q7	<u>List all Blocks</u>	-	X
Q8	<u>List all Compensations</u>	-	X
Q9	List all Orphans Reports	-	X



Q10	<u>List all Queries</u>	-	X
Q11	List all Workers Hours (at current week)	X	X
Q12	<u>List all Workers Hours (over time slot)</u>	X	X
Q13	<u>List all Workers Tasks</u>	-	X
Q14	Project Hours	X	X
Q15	Project Hours (over time slot)	X	X
Q16	Project Hours (total VS time slot)	-	X
Q17	Project Stories Duration (by days, hours - no comp)	X	X
Q18	Worker Hours (by date, type - no comp)	X	X
Q19	Worker Hours (by date, project, story, task, type - NULL include)	X	X
Q20	Worker Hours (by date, project, story, type)	X	X
Q21	Worker Hours (by date, project, text, type)	X	X
Q22	Worker Hours (by date, project, task, type)	X	X
Q23	Worker Hours (by date, project, task, type - NULL include)	X	X
Q24	Worker Hours (by date, project, type - no comp)	X	X
Q25	Worker Hours (by project, type)	X	X
Q26	Worker Tasks (by date, project)	X	X
Q27	Worker Tasks (by date, project, type)	X	X

- Format date in database is DD-MM-YYYY
- Hack % is valid in order to fill text fields
- Type VS Task . "Type" is a company task (Holidays, Hackfest, Sales, Coordination...); "Task" is a project task (Analysis, Design, Publication, ...)

# Q1. < New Query> (queries index)

View "Queries management" section.



#### Q2. Add compensation (queries index)

This query inserts a new compensation into database. A compensation is a concept created to reduce extra hours in exchange of money. So, when a compensation is granted to a user, the total amount of worked hours is reduced by "num\_hours" and the "cantidad\_pagada" paid amount is annotated for accounting purposes.

The main part of the queries featured in PhpReport take compensations into account, therefore modifying the total number of hours computed and shown. On the other hand, a few queries don't take compensations into account, and that fact should be bore in mind by the user.

The compensation applies in a limited time range only. So, queries spreading into that time range should take the compensation into account, and queries not spreading into the range shouldn't. That is: if you ask for the worked hours before the compensation range, the hours are taken into account. If you ask for them inside or after the range, the total hours are reduced by the compensation hour amount.

#### Q3. Delete compensation (queries index)

Delete compensation in database from user "uid\_trabajador" over time slot (init date – end date). Delete will be successful only if time slot fit in with compensation.

#### Q4. Delete Worker Tasks and Reports (over time slot) (queries index)

Delete all tasks and reports from user "uid\_trabajador" over time slot (init date – end date). It's necessary to introduce "ok" key at "confirmation" field. It's done to prevent delete reports by chance.

#### Q5. Delete report from all workers in one intervalo (queries index)

Delete all reports from all users over time slot (init date – end date). It's necessary to introduce "ok" key at "confirmation" field. It's done to prevent delete reports by chance.

# Q6. Delete orphan reports (queries index)

Delete reports which don't have to link some task.

#### Q7. List all blocks (queries index)

An administrator role can blocks the edition report from user over time slot. The users can't to edit the reports at blocked days. This query list bloks from all users.

#### Q8. List all compensations (queries index)



Compensation is a mechanism wich make possible change worked hours by money, holidays, etc. This extra hours will don't count when you generate "total worked hours recount". It will does seem that these hours never had exist, because they are compensated.

This query list all compensations.

#### Q9. List all orphan reports (queries index)

Orphan reports haven't linked some task. This query list all orphans reports.

### Q10. List all queries (queries index)

List all queries.

#### Q11. List all Worker Hours (current week) (queries index)

This query calculates the worked hours from all users at current week. The compensated hours at current week are descounted.

#### Q12. List all Worker Hours (over intervale) (queries index)

Calculate the worked hours from all users over time slot (init date – end date). The compensated hours over this slot time are descounted.

#### Q13. List all Worker Task (queries index)

List all worker tasks order by user and date.

#### Q14. **Project Hours** (queries index)

Show worked hours from a project (or all projects if you use % hack).

#### Q15. Project Hours (over time slot) (queries index)

Show worked hours from a project over time slot.

#### Q16. Project Hours (Total VS Time slot) (queries index)

Compare total hours from a project and hours from a project over slot time. It's only showed projects which they have tasks at slot time indicated.

#### Q17. Project Stories Duration (by days, hours)(NO COMP) (queries index)

Show days and hours from each project story. This query don't take into account compensated hours.



Originally, compensated hours were taken into account, but it caused wrong conclusions about real worked hours into a project. For this, now don't take in account compensated hours.

# Q18. Worker Hours (by type and date)(NO COMP) (queries index)

Calcule worked hours from a user by a company task ("type") over time slot (init date – end date). This query don't take into account compensated hours.

#### Q19. Worker Hours (by date, project, story, task, type) (NULL include) (queries index)

Calcule worked hours from a user by a company task ("type"), project task ("task"), project and story project over time slot (init date – end date). It's useful query in order to view projects hours by use case.

The NULL clausule indicates what the fields "task" and "story" return NULL values too. For instance, if you filter the query where "task" value equals to "analisis" and "story" value equals "test-c1", they returns registers which "task" value is "analisis" or null and story value is "test-c1" or null.

#### Q20. Worker Hours (by date, project, story, type) (queries index)

Calculate worker hours over time slot (init date – end date) by company task ("type"), project and project story.

#### Q21. Worker Hours (by date, project, text, type) (queries index)

Calculate worker hours over time slot ("fecha fin"-"fecha inicio") by company task ("type"), project and project task text (task with same text are grouped).

#### Q22. Worker Hours (by date, project, task, type) (queries index)

Calculate worker hours over time slot (init date – end date) by company task ("type"), project task ("task") and project.

# Q23. Worker Hours (by date, project, task, type)(NULL include, NOT COMP) (queries index)

Calculate worker hours over time slot (init date – end date) by company task ("type"), project task ("task") and project. This query don't take into account compensated hours.

The queries Q22 and Q23 seem the same but they aren't. "Date", "project" and "type" fields are required, but not "task" fields. That's what make them different:

• Returning registers. If you execute Q22 query and there is a register in database wich "task" value is null, the execution result don't return this register. Even though, the Q23 execute result



returns the null task field too.

• *Filtering registers*. If you filter the Q22 query where "task" value equals to "analisis", it only returns registers which "task" value is "analisis". Even though, the Q23 query returns register which "task" value is "analisis" or null.

# Q24. Worker Hours (by date, project, type)(NO COMP) (queries index)

Calculate worker hours over time slot (init date – end date) by company task ("type") and project.

#### Q25. Worker Hours (project, type) (queries index)

Calculate worker hours over time slot (init date – end date) by project.

#### Q26. Worker Tasks (by date, project) (queries index)

List worker tasks over time slot (init date – end date) by project.

#### Q27. Worker Tasks (by date, project, type) (queries index)

List worker tasks over time slot (init date – end date) by project and company task ("type").

#### **QUERIES MANAGEMENT**

#### **New Query**

As administrator role, you can create new queries. You can write them with parameters wich will be asked to you when you want execute this query. It's recommended that you read the "*Technical manual*" in order to know the database structure. You can consult the <u>Postgres documentation (8.2)</u> too.

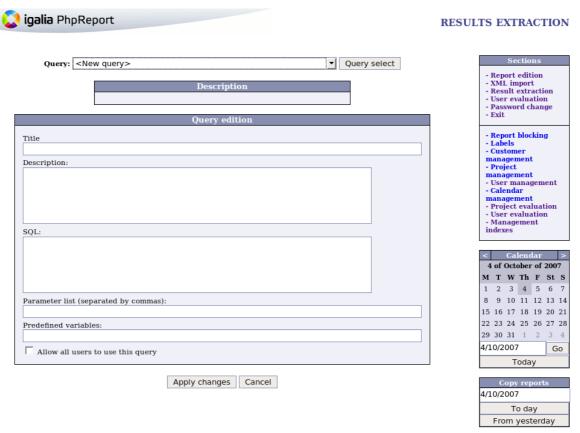
A new query require to define next fields:

- *Title*: phrase wich show into result extraction menu.
- *Description*: a query description and work in order to explain what it does.
- *SQL*: sql code which will be executed. If sql code isn't correct, query will not add. It's strongly recommend that you probe your code before introduce it into database.
- Parameter list (separated by comas): here, you can introduce some parameter wich will be asked to you before you executed this query. Into file "include/predefined\_vars.php" are defined two vars ("uid\_worker", "\_date\_end") wich you can use in this field. "uid\_worker"



takes its value from session uid worker (user who is connected to phpreport) and "\_date\_end" is current data. These vars are include because can be necessary have some public queries but limit results by user by example. This way, user can't view data from others users when he execute this query. Actually, this functionality isn't used.

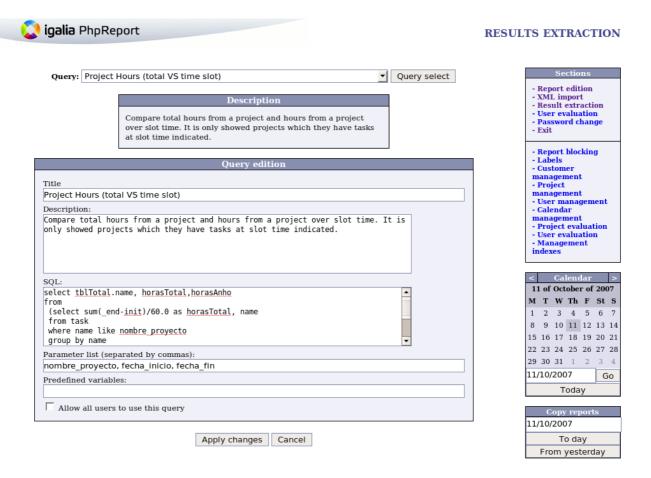
• Allow all users to use this query: you can shared the query with all users if you select this button. Other way, the query only will show to administrator role. At "<u>result extraction table</u>" is indicated the queries what both administrator and user role can view and the queries that only administrator role can view.



#### **Edit Queries**

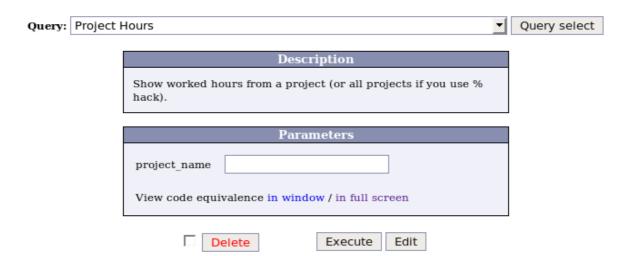
It's posible edit queries too:





#### **Delete Queries**

It's posible delete queries too:





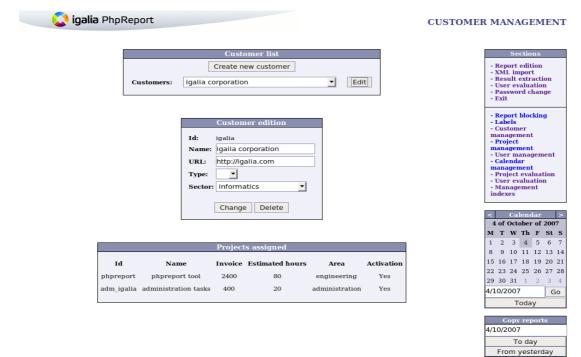
# **ADMINISTRATOR SPECIFIC MENU**

This section contains the specific tasks what only a administrator role can do.

- Customers management
- Projects management
- <u>Users management</u>
- Projects evaluation and Users evaluation
- Block report
- Labels management
- Calendar management

#### **CUSTOMERS MANAGEMENT**

- Create a new customer. When create a new customer, don't forget introduce its "id". If you don't introduce it, you will can't edit its "id" customer though it has assign some project.
- Edit customer.

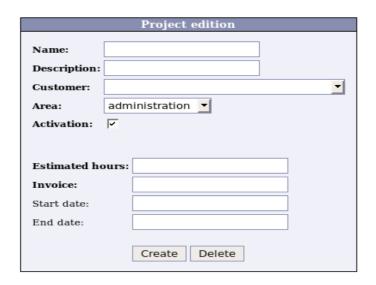




#### PROJECTS MANAGEMENT

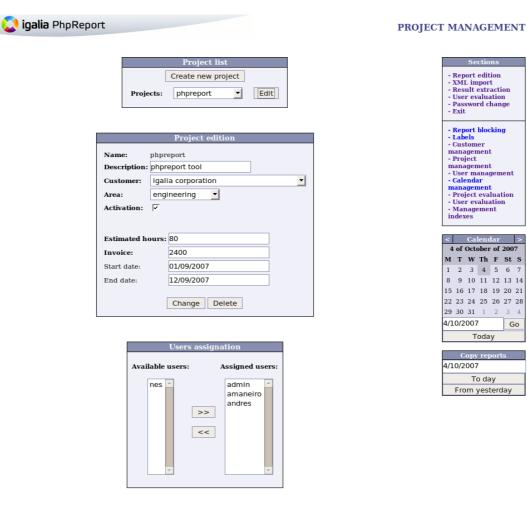
• Create a new project. Activation checkbox field controls the project wich can be assign to users in user management. "Estimated hours" and "invoice" are required fields. Even though "name" and "description" aren't required fields, it's strongly recommend you write them. If you don't introduce them, you will can't edit this project though neither assign some user.





• Edit project.





### **USERS MANAGEMENT**

• Create a new user. Staff checkbox indicates if a user is a company staff member. These users will be showed into R2 and R3 reports (view reports table).

Users list
Create new user





Edit user. Once a user is created, you must assign periods and projects. User can be assign to several distinct periods.

~



Type of journey: Full time

Init date:

End date:

Cost per hour

City



Change Delete

Delete period

**USERS MANAGEMENT** 

- Report edition
- XML import
- Result extraction
- User evaluation
- Password change
- Exit Report blockingLabelsCustomer

management
- Project
management
- User management
- Calendar

- Calendar
- Management
- Project evaluation
- User evaluation
- Management
- Indexes







#### **BLOCK REPORT**

This option allow to block tasks edition for each user or all users over time slot.

Selection of blocking limit date												
Selection of blocking limit date												
< > 1	< > 10/10/2007 Go to day											
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Legend					
1	2	3	4	5	б	7	Display day					
8	9	10	11	12	13	14	Blocked day Selected day					
15	16	17	18	19	20	21	Unblocked day					
22	23	24	25	26	27	28	Day of the previous or next month					
29	30	31	1	2	3	4						

Block until selected day

#### LABELS MANAGEMENT

Administrator role can add new label, delete label or active/desactive label. At present, this labels type exists: customer, csector, ctype, name, parea, phase, ttype, type.

customer: customer name. It can't to be edit, add neither active/desactive from here. This tasks can do an administrator role from customer management menu. All the customers are always active.

name: project name. It can't to be edit, add neither active/desactive from here. This tasks can do an administrator role from customer management menu. Projects can be active or desactive.

Other labels are manageg from this menu: csector (customer sector), ctype (customer type), parea (project area), **phase** (project phase), **ttype** (project task type), **type** (company task type).

Notice: "Task type" VS "Task type for this project". "Task type" field (type) is a long task into company (by example: coordination, sales, administration, holidays, ...). In other hand, "task type project" field (ttype) is a shortest task from one project (by example: analysis, design, community, implementation, documentation, ...).



# igalia PhpReport

#### LABEL ADMINISTRATION

Туре	Code	Description	Activation	Deleted		Sections - Report edition
csector	<b>✓</b>		education	education customers	Delete	- Report edition - XML import - Result extraction
csector	<u> </u>		inform	informatics	Delete	- User evaluation - Password change
customer	<u> </u>		igalia	igalia corporation		- Exit
customer	<u> </u>		mit	Massachusetts Institute of Technology		- Report blocking - Labels - Customer
name	<u> </u>		adm_igalia	administration tasks		management - Project management
name	<u>~</u>		debian_course	Debian course at institute		<ul> <li>User management</li> <li>Calendar management</li> <li>Project evaluation</li> </ul>
name	<u> </u>		phpreport	phpreport tool		- User evaluation - Management indexes
parea	<u>-</u>		adm area	administration	Delete	
parea	₽		eng	engineering	Delete	< Calendar > 10 of October of 2007
parea	₽		inno	innovation	Delete	M T W Th F St S 1 2 3 4 5 6 7
ttype	F		analisis	Analysis	Delete	8 9 10 11 12 13 14
ttype	, 		comunidad	Community	Delete	15 16 17 18 19 20 21 22 23 24 25 26 27 28
ttype	F		coordinacion	Coordination	Delete	29 30 31 1 2 3 4 10/10/2007 GO
ttype	Г		demo	Demostration	Delete	Today
ttype	F		despliegue	Deployment	Delete	Copy reports
ttype	F		diseno	Design	Delete	10/10/2007
ttype	F		documentacion	Documentation	Delete	To day From yesterday
ttype	F		entorno	Environment	Delete	110m yesterday
ttype	F		formacion	Training	Delete	
	F		implementacion	Implementation	Delete	
ttype	F		mantenimiento			
ttype				Support	Delete	
ttype			mto_sistemas	Systems Support Test	Delete	
ttype			prueba publicacion	Publication	Delete	
ttype	F				Delete	
ttype	F		requisitos	Requisites	Delete	
ttype	F		seguimiento_com	Sales Monitoring	Delete	
ttype	_		tecnologia	Technology	Delete	
type	□ □	f	adm	Administration/Finances	Delete	
type	<b>▽</b>	t	ар	Personal Matters	Delete	
type	□ □	t	asam	Assembly	Delete	
type	□ □	t	baj	Sick Leave	Delete	
type	<b>▽</b>	t	coge	General Coordination	Delete	
type		f	comu	Communication	Delete	
type		t	for	Internal Training	Delete	
type	<b>V</b>	t	for_ext	External Training	Delete	
type	₩	t	ger	Management	Delete	
type	▽	t	hac	Hackfest	Delete	
type	্ব	f	pex	External Projects	Delete	
type	F	f	pin	Internal Projects	Delete	
type	<b>▽</b>	f	prac	Practices	Delete	
type	V	t	rrhh	Human Resources	Delete	
type	V	t	vac	Holidays	Delete	
type	F	f	vent	Sales	Delete	
type <u>▼</u>			Apply activations	Add label		



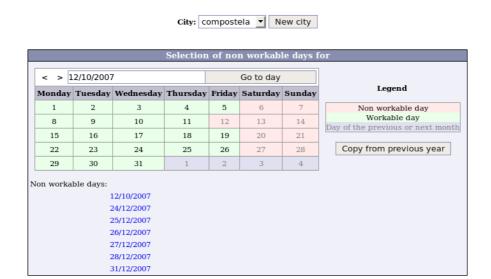
#### **CALENDAR MANAGEMENT**

From this menu you will can:

igalia PhpReport

- Add new city. Once you creates a new city, it's necessary that you must assign one non-workable day at least.
- Edit festives days by city. Once you had selected one city, if you pulse over a week day (except a weekend day) it switch between non-workable/workable day. You also can copy non-workable days from previous year.
- **Delete city**. For this, it's necessary that you delete all festive days for this city.

*Bugs knowed*: Today, an user can be assign to any city thought it don't exists. It's a bug which igalia team will treat to resolve as fast as it can.



Report edition
- XML import
- Result extraction
- User evaluation
- Project
- Project
- Project evaluation
- Project evaluation
- Project evaluation
- User management
- User management
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- Project evaluation
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- User ana

CALENDAR MANAGEMENT

12/10/2007 To day From yesterday



#### PROJECTS AND USERS EVALUATION

REPORTS	BRIEFLY DESCRIPTION	USER	PROJECT
R1	Project / person	X	X
R2	Hourly personal (briefly)	X	-
R3	Hourly personal (explained)	X	-
R4	Person / task type	X	-
R5	Person / task type (by project) – Project details	X	X
R6	Project / task type (by user) – User details	X	X
R7	Project / task type	-	X
R8	Project evaluation (global)	-	X
R9	Project evaluation (period)	-	X

From these menus, you can view nine distinct reports as it's indicated at table above. From "users evaluation" you can view R1-R6 reports, and from "projects evaluation" you can view R5-R9 and R1 reports. R5 and R6 reports are showed when you pulse a project or person name from any others reports, they don't show from "sheets" combo.

At first, you must know that dates are always required field. Now, it's explanied what each report do:

### R1. **Project / person** (reports index)

Report shows worker hours by project over time slot. Rows print all projects which had worked hours, columns show all users.

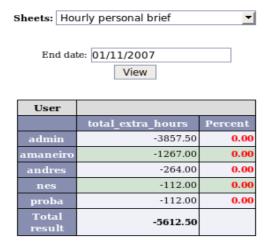


Name		User									
	admin	amaneiro	andres	nes	proba	Total result	Percent				
adm_igalia	7.75					7.75	3.66				
debian_course	14.00					14.00	6.62				
phpreport	56.75	45.00	80.00			181.75	85.93				
Total result	86.50	45.00	80.00	0.00	0.00	211.50	96.22				
Percent	40.90	21.28	37.83	0.00	0.00	100.00					



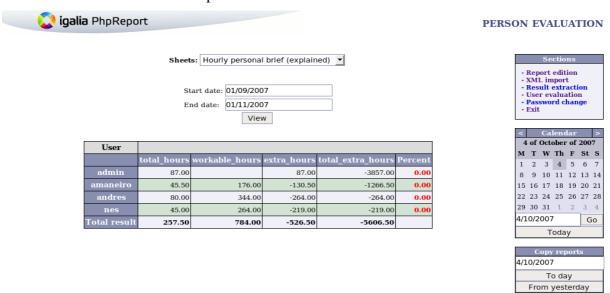
# R2. Hourly personal (briefly) (reports index)

Report prints extra hours by user from worker starts work into company to date indicates into "end date" field. Rows only show staff users, columns show extra hours. You must view special process to calculate extra hours at apendix.



#### R3. Hourly personal (explanied) (reports index)

Report shows extra hours by user over time slot. Rows only show staff users, columns show total hours, workable hours, extra hours for this slot time, and total extra\_hours. You must view special process to calculate extra hours at apendix.

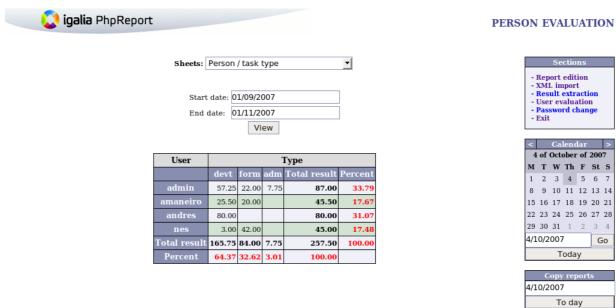


From yesterday



#### R4. **Person / task type** (reports index)

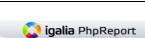
Report prints users and their company task types over time slot. Rows show all users, columns show all distinct company task types.



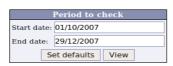
#### R5. Person / task type (by project) - Project details (reports index)

Report shows project by user and company task type over time slot. This report prints two frames. First frame is a summary about project info (name, description, worked hours, cost per hour, ...). Second frame shows all users who had participated (rows), and all company task types for each user (columns). It also prints statistic graphics.



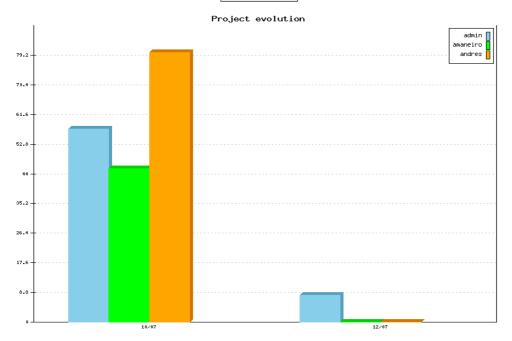






User		Туре									
	devt	form	adm	Total result	Percent						
admin	65.25			65.25	34.21						
amaneiro	25.50	20.00		45.50	23.85						
andres	80.00			80.00	41.94						
Total result	170.75	20.00	0.00	190.75	100.00						
Percent	89.52	10.48	0.00	100.00							





#### PROJECT DETAILS



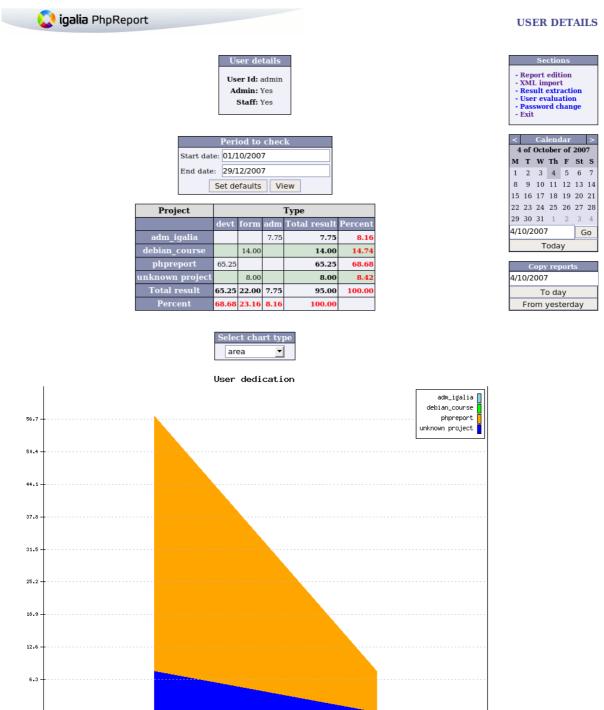
<		Ca	lend	lar		>					
4	4 of October of 2007										
M	T	$\mathbf{w}$	Th	F	$\mathbf{St}$	S					
1	2	3	4	5	6	7					
8	9	10	11	12	13	14					
15	16	17	18	19	20	21					
22	23	24	25	26	27	28					
29	30	31	1	2	3	4					
4/1	4/10/2007 Go										
		Т	oda	у							

Copy reports	
4/10/2007	
To day	
From yesterday	



# R6. Project / task type (by user) – User details (reports index)

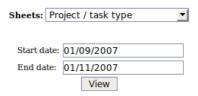
Report about user by project and company task type over time slot. Rows show all projects which user had participated, columns show all company task types for each project. It also prints statistic graphics.





### R7. Project / task type (reports index)

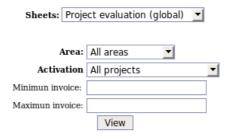
Report about all project by company task types over time slot. Rows show all projects which had tasks in this time slot, columns show all company task types.



Name		Туре																
	vac	hac	baj	ар	pin	pex	rrhh	ger	for_ext	for	coge	asam	prac	comu	adm	vent	Total result	Percent
adm_igalia					7.75												7.75	3.66
debian_course						14.00											14.00	6.62
phpreport					171.75					10.00							181.75	85.93
Total result	0.00	0.00	0.00	0.00	179.50	22.00	0.00	0.00	0.00	10.00	0.00	0.00	0.00	0.00	0.00	0.00	211.50	96.22
Percent	0.00	0.00	0.00	0.00	84.87	10.40	0.00	0.00	0.00	4.73	0.00	0.00	0.00	0.00	0.00	0.00	100.00	

# R8. Project evaluation (global) (reports index)

Report list hours (estimated, worked), invoiced (estimated, real) and cost (staff, profit and profit per hour) by project wich you can filter by area, activation or invoice. Rows show selected projects, columns show hours, invoice and more for each one.

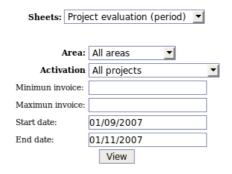


Name											
	Worked hours	Estimated hours	Desviation %	Desviation abs	Invoice	EUR/h real	EUR/h est.	Total staff cost	Total profit	Total profit per hour	Activation
(empty)	8.00	12.00									
adm_igalia	7.75	20.00	-61.25	-12.25	400.00	51.61	20.00		400.00	51.61	Yes
debian_course	14.00	120.00	-88.33	-106.00	1200.00	85.71	10.00		1200.00	85.71	Yes
phpreport	189.75	80.00	137.19	109.75	2400.00	12.65	30.00	3300.00	-900.00	-4.74	Yes
Total result	219.50	232.00	-12.40	-8.50	4000.00	149.98	60.00	3300.00	700.00	132.58	



# R9. Project evaluation (period) (reports index)

This report seems to R8 report (project evaluation global) but you can filter by period also.



Name														
	Total worked hours	Total staff cost	Total profit	Total profit per hour	Worked hours within period	Estimated	Invoice	EUR/h real	EUR/h est.	%	EUR/h real pond	EUR/h estim pond	Total staff cost within period	Activation
adm_igalia	7.75		400.00	51.61	7.75	20.00	400.00	51.61	20.00					Yes
debian_course	14.00		1200.00	85.71	14.00	120.00	1200.00	85.71	10.00					Yes
phpreport	189.75	3300.00	-900.00	-4.74	181.75	80.00	2400.00	12.65	30.00				3300.00	Yes
Total result	211.50	3300.00	700.00	132.58	203.50	220.00	4000.00	149.98	60.00	0.00	0.00	0.00	3300.00	