

**SFEE 3.4 Monitoring Frequently Asked Questions****1. What additional Monitoring features are available in SourceForge Enterprise Edition 3.4?**

SFEE 3.4 introduces the ability to disable monitoring emails when importing Microsoft Project files into the Project Management Console.

2. When would I want to disable monitoring emails when importing MS Project files into the PMC?

By default, all project members receive a monitoring email notification for each task that is assigned to them. When importing a MS Project file, the number of tasks, and therefore the number of monitoring email notifications, may be significant. You may wish to disable monitoring email notifications when:

- You intend to edit some or all of the tasks imported from the MS Project file, i.e. the imported file is not final.
- The large volume of monitoring email notifications may be considered an inconvenience.

3. How do I disable monitoring emails when importing MS Project files into the PMC?

You will see an option to disable the monitoring emails on the MS Project Import page.

4. If I disable monitoring emails when importing MS Project files into the PMC, will future monitoring emails also be disabled?

No. This function only disables the monitoring emails generated when importing the MS Project file. All future monitoring emails generated when tasks are updated will still be sent, subject to each user's monitoring preferences.

The remaining FAQs cover features introduced in the SFEE 3.3 release.

5. Which tools can I monitor in a Project?

The following tools can be monitored:

- Trackers
- Document Manager
- Task Manager / Project Management Console

- File Publisher
- Forums

6. Can I view monitored items from “My Page”?

Yes, you can view monitored items from your “My Page”. The interface for viewing and filtering monitored items is accessible from the left navigation pane in your “My Page”.

You can also stop monitoring an item or a group of items from this interface.

7. Can I choose to stop all monitoring temporarily?

Yes, you can choose to stop monitoring temporarily. (If you go on vacation, for example.) This feature prevents you from receiving emails when an event occurs for a monitored item. Emails will not be received until you disable the function. The interface for this feature is accessible from the left navigation pane of “My Page”.

8. When an event occurs for a monitored item, how will I be notified?

When an event occurs, you will be notified by:

- **Email Alert** – An email with the details of the event will be sent to you. You can choose to receive an email for every event or in a digest form. You can also choose to receive emails for changes made by others (including or excluding yourself).
- **“My Page” Alert** – The Monitored Item also appears on your “My Page”.

9. What monitoring preferences can I set?

Monitoring preferences can be set for

- **Email Alert** – Set whether you would like to receive email alerts on a per-event basis or in digest form.
- **Display on My Page** – Set whether the monitored item should be displayed on “My Page” when an event occurs.
- **Include My Change** – Set whether the item should be monitored for changes that you make.

Preferences can be set at the project level or from “My Page”.

10. Can I view who is monitoring an item?

Yes, you can view the users monitoring an item, provided you have the appropriate RBAC permission. You must have either tool admin permission for the tool being monitored or the project admin permission.

11. Can I add a user to the monitoring list for a particular item?

Yes, you can add a user to the monitoring list for an item, provided you have the appropriate RBAC permission. You must have either tool admin permission for the tool being monitored or the project admin permission.

12. Can I avoid receiving monitoring alerts for changes that I have made?

Yes, you can avoid receiving alerts for changes you have made. This setting is available on the Monitoring preference page available from "My Page" or the Project Home page.

13. What can I monitor in the Tracker?

If you are a normal user with Tracker access permission, you can monitor the following:

- **Entire Tracker** – This includes the addition/deletion of trackers, addition of tracker artifacts, and changes to any field of a tracker artifact (Priority, Assigned to, Status, Category, Group, Comments, Task ID link, File Release link, Document link).
- **Individual Tracker** – This includes the addition of a tracker artifact and changes to any field of a tracker artifact (Priority, Assigned to, Status, Category, Group, Comments, Task ID link, File Release link, Document link).
- **Individual Tracker Artifact** – This includes changes to any field of a tracker artifact (Priority, Assigned to, Status, Category, Group, Comments, Task ID link, File Release link, Document link).

If you have Tracker admin or project admin permission, you can also view and add to the list of users monitoring any of the above items.

14. Will monitoring be turned on by default when I edit a Tracker Artifact?

Yes, if you edit a Tracker artifact, monitoring for the artifact will be turned on by default.

15. What can I monitor in the Document Manager?

If you are a normal user with Document Manager access permission, you can monitor the following:

- **Entire Document Manager** – This includes add/edit/delete any category and add/update/delete/lock/unlock/translate/move any document.
- **Individual Category** – This includes edit/delete of a category and add/edit/delete/lock/unlock/translate/move of any document within that category.
- **Individual Document** – This includes update/delete/lock/unlock/translate/move of a specific document

If you have Document Manager admin or project admin permission, you can also view and add to the list of users monitoring any of the above items.

16. Will monitoring be turned on by default when I submit a new document?

Yes, if you submit a document, monitoring for the document will be turned on by default.

17. What can I monitor in the Task Manager?

If you are a normal user with Task Manager access permission, you can monitor the following:

- **Entire Task Manager** – This includes the addition of task groups or tasks and any changes to task (Task Group, Percent Complete, Priority, New Comment, Start Date, End Date, Assigned to, Dependency on Task, Hours, Status, Task Status, Task Type, link to Tracker Artifact).
- **Individual Master Task Group / Task Group** – This includes the addition of tasks and any changes to tasks (Task Group, Percent Complete, Priority, New Comment, Start Date, End Date, Assigned to, Dependency on Task, Hours, Status, Task Status, Task Type, link to Tracker Artifact) made within a selected Master Task Group or Task Group.
- **Individual Tasks** – This includes any changes to an individual task (Task Group, Percent Complete, Priority, New Comment, Start Date, End Date, Assigned to, Dependency on Task, Hours, Status, Task Status, Task Type, link to Tracker Artifact).

If you have Task Manager admin or project admin permission, you can also view and add to the list of users monitoring any of the above items.

18. Will monitoring be turned on by default when I add a new Task or Task Group?

Yes, if you add a new Task or Task Group, monitoring for the Task or Task Group will be turned on by default.

19. Will monitoring be turned on by default when a Task is assigned to me?

Yes, if a Task is assigned to you, monitoring for the Task will be turned on by default.

20. Will monitoring be turned on by default when I add a comment to a Task?

Yes, if you add a comment to a Task, monitoring for the Task will be turned on by default.

21. What can I monitor in File Publisher?

If you are a normal user with File Publisher access permission, you can monitor the following:

- **Entire File Publisher** – This includes add/edit/delete of packages, add/edit/delete of file releases, and add/delete of files throughout the project.
- **Individual Package** – This includes add/edit/delete of file releases and add/delete of files for a specific package.
- **Individual Release** – This includes add/delete of a specific file.

If you have File Publisher admin or project admin permission, you can also view and add to the list of users monitoring any of the above items.

22. Will monitoring be turned on by default when I add a new file to a package or a release?

Yes, if you add a file to a package or release, monitoring for the package or release will be turned on by default.

23. What can I monitor in Forums?

If you are a normal user with Forum access permission, you can monitor the following:

- **All Project Forums** – This includes creation of all new forums and posting of new response threads throughout the project.
- **Individual Forum** – This includes posting of new response threads in a specific forum.

If you have Forum admin or project admin permission, you can also view and add to the list of users monitoring any of the above items.