

# BEAUTIFUL BUTTONS -- BUTTON STYLES



EXAMPLE OF A LEGEND YOU MIGHT INCLUDE IN YOUR APP

**BEAUTIFUL BUTTONS - WHAT DO THE COLORS MEAN?**

	<b>'NAVIGATION' STYLE</b>	<b>'HELP / MISC' STYLE</b>	<b>'UTILITY' STYLE</b>
	<b>'ADD/EDIT DATA'</b>	<b>'FILTER DATA' STYLE</b>	
	<b>'DELETE DATA'</b>	<b>'REPORT' STYLE</b>	

**THERE ARE 8 BUTTON STYLES CREATED FOR THE [REDACTED] THE 7 ABOVE, PLUS A 'CUSTOM' STYLE WHICH IS USED TO VISUALLY CALL OUT CERTAIN BUTTONS -- LIKE THE 'DASHBOARD' BUTTON. WITH A FEW EXCEPTIONS, THE STYLES ABOVE GENERALLY REPRESENT THE BEHAVIOR OF THE BUTTON, SUCH AS 'FILTERING, NAVIGATING, ETC'**

## An abstract geometric composition featuring a large, light blue triangle pointing towards the top left. Overlapping this triangle is a smaller, darker blue rectangle. To the left of the triangle, there is a solid black horizontal bar. In the bottom right corner, there is a small, dark blue square. The background is white.

MOST SCREENS HAVE IDENTICAL NAVIGATION BUTTONS – TO THE LEFT OF THE GRAPHIC

PRO-TIP: THE DIVIDER GRAPHIC IS ALSO A HYPERLINK TO THE RELEVANT SHAREPOINT HELP PAGE

ADDITIONAL NAVIGATION  
BUTTONS FOR OTHER  
SCREENS ARE USUALLY RIGHT  
AFTER THE GRAPHIC

E D I T  I N  P R O J E C T  S E	PROJECT NUMBER: ( )		HYPERLINK SHARED
	START DT: 11/8/21		
	END DT:		
	ORIGINAL SOW AMOUNT(S):		
	TOTAL CO AMOUNT:		
	TOTAL PROJECT(S) AMOUNT:		
	<b>ACTUALS SUMMARY</b>		
Actual Revenue:			
Billable Work Completed:			
Actual Labor Cost:			
Actual Non-Labor Cost:			
Actual Total Cost:			
Actual GP:			

FINANCIAL PROJECTIONS		SUMMARY	
FUNDING AND END DATE SCENARIOS			
	SCENARIO 1	SCENARIO 2	SCENARIO 3
COMPLETE PROJECT?	YES	N/A	N/A
ADDITIONAL FUNDING?	N/A	N/A	N/A
FORECAST FROM:	09/12/22	11/08/21	N/A
FORECAST TO:	02/26/23	02/26/23	N/A
Forecast Revenue:		N/A	N/A
Forecast Cost:		N/A	N/A
Forecast GP:		N/A	N/A
Forecast GP Perc:		N/A	N/A

# BEAUTIFUL BUTTONS – TEAM SCREEN

The screenshot displays the 'TEAM' screen interface. At the top, there is a navigation bar with buttons for DASHBOARD, TEAM, SUPPORT, COST-HOURS, CONFIG, and FORECAST. A central area contains a grid of buttons for various functions: SPLIT-PANES (CTL+SHIFT+T), REPORT GROUPS, DELETE ROW, FINANCIAL SUMMARY, AKA, MANUAL HOURS, DUPLICATE ROW, SHOW ALL, PLANNED RATES, PTO, ADD ROW, and SHOW ACTIVE. Below this is a 'QUICK FILTER AREA' with instructions on how to use search conditions and operators. The main section is titled 'TEAM MEMBER BILLING CONFIGURATIONS' and includes a table with columns for StartDt, EndDt, Project, Employee, Role, BillRate, EstCostRt, ActCostRt, Active, TaskName, and SegName. The table contains several rows of data. Callouts highlight specific button groups: 'FILTERING BUTTONS' points to the SHOW ALL and SHOW ACTIVE buttons; 'ADD/EDIT BUTTONS' points to the DELETE ROW, DUPLICATE ROW, and ADD ROW buttons; and a large callout box states 'BUTTONS ARE GROUPED BY ANTICIPATED WORKFLOW, OR BY BUTTON STYLE – SUCH AS FILTERING'.

**0 COST HOURS ERRORS**

**QUICK FILTER AREA** | ENTER SEARCH CONDITION IN **ROW 9** THEN PRESS ENTER || SUPPORT BASIC SEARCH OPERATORS (<, <=, =, >=, >) || WILDCARDS FOR TEXT (E.G. SMITH\*, \*SMITH\*) || COMPOUND SEARCH

**TEAM MEMBER BILLING CONFIGURATIONS**

MANUALLY EDIT COLUMNS WITH BLACK FONT (DBL-CLICK EMP. NAME TO EDIT) (DBL-CLICK)

StartDt	EndDt	Project	Employee	Role	BillRate	EstCostRt	ActCostRt	Active	TaskName	SegName	Al
01/03/22	02/27/22										
02/28/22	03/20/22										
12/27/21	01/02/22										
01/03/22	02/27/22										
02/28/22	07/31/22										
02/07/22	08/28/22										
06/27/22	12/25/22										
08/29/22	02/26/23										
06/13/22	06/26/22										

**FILTERING BUTTONS**

**ADD/EDIT BUTTONS**

**BUTTONS ARE GROUPED BY ANTICIPATED WORKFLOW, OR BY BUTTON STYLE – SUCH AS FILTERING**

# BEAUTIFUL BUTTONS – COST-HOURS SCREEN

The screenshot displays the COST-HOURS screen interface. At the top, there is a navigation bar with buttons for DASHBOARD, TEAM, SUPPORT, COST-HOURS, CONFIG, and FORECAST. A divider graphic, consisting of a clipboard icon with a dollar sign and an equals sign, is positioned next to the COST-HOURS button. To the right of the divider are buttons for SPLIT-PANES (CTL+SHIFT+T), INVOICING, NON-LABOR COST, DELETE CH DATA, DELETE SELECTED MANUAL ENTRY, SHOW MANUAL ROWS, SHOW ERRORS, CLEAR FILTER, RE-HIDE COLUMNS, and UNHIDE COLUMNS. Below the navigation bar, the main content area shows a summary of visible/filtered records, a table of data, and a filter area. A large blue rectangular area at the bottom of the screen is partially obscured by a yellow callout box.

**PRO-TIP: THE DIVIDER GRAPHIC IS ALSO A HYPERLINK TO THE RELEVANT SHAREPOINT HELP PAGE**

**‘UTILITY’ STYLE BUTTONS ARE USED FOR ITEMS NOT DIRECTLY RELATED TO DATA MANAGEMENT**

# BEAUTIFUL BUTTONS – PROJECT SETUP SCREEN

DASHBOARD


SUPPORT

CONFIG

TEAM

COST-HOURS

FORECAST



PROJECT FUNDING

PLANNED RATES

DELETE PROJECT

ADD PROJECT

IF TRACKING MULTIPLE PROJECTS,  
ENTER A FRIENDLY PROJECT NAME

FORECASTING MODE: AUTOMATIC  
(MANAGED IN THE CONFIG SCREEN)

NOTE: 'CHARTS' BUTTON IS ON DASHBOARD

PROJECT(S) SETUP

DESCRIPTIONS ARE LIMITED TO LETTERS ( A - Z ), NUMBERS (0 - 9), AND CAN INCLUDE SPACES AND THESE CHARACTERS: " - : ( ) & "

Project	Description	FixedFee	Start Dt	End Dt	SOW Amount	OutOffFunds	CO Amount	Tot Amount	Revenue	Cost	GP



# BEAUTIFUL BUTTONS – FUNDING SCREEN

DASHBOARD

SUPPORT

CONFIG

TEAM

COST-HOURS

FORECAST



PROJECT SETUP

INVOICE HELPER

DELETE FUNDING

ADD FUNDING

NOTE: Effective Date is required for Change Orders, and must be blank for SOWs; Budget GP and Desc can be edited for any row, otherwise Effective Dt and Amount are editable for Change Orders only. (See SUPPORT --> ONLINE HELP for more info)

PROJECT FUNDING										
Project	SYS_ID	Effective Date	Amount	Budget GP Perc	Description	Funding Type	Balance	ProjStartDt	ProjEndDt	FixedFee

BUTTONS MAY SHOW UP ELSEWHERE ON SCREEN WHEN APPROPRIATE

DELETE INVOICE

ADD INVOICE

BUTTONS MAY SHOW UP ELSEWHERE ON SCREEN WHEN APPROPRIATE

# BEAUTIFUL BUTTONS – FORECAST SCREEN

FILTER BUTTONS FOR  
FORECAST HOURS  
COLUMNS

DASHBOARD

SUPPORT

CONFIG

TEAM

COST-HOURS

FORECAST

REMOVE 'AUTO' HOURS

CLEAR FILTER

FILTER

SPLIT-PANES (CTL+SHIFT+T)

TOGGLE RECENT

ETC SHEET

SHOW BOTH

SHOW NON-BILL

SHOW BILL COLS

GENERATE FORECAST

AUDACY - FORECAST

DBL-CLICK COL. NAME TO SORT

DBL-CLICK VALUE IN **PROJECT, EMPLOYEE, ROLE, TASK, SEGNAME**

FOR INSTANT FILTER

FUNDING SPENT:

GP TO DATE:

TOTAL FORECAST GP:

FUNDING TOTAL:

ACTUAL REMAIN:

FORECAST REMAIN:

FORECAST TOTALS

FORECAST

FORECAST COST & REV

Project	StartDt	EndDt	Employee	Role	Task	SegName	AllocPerc	Bill Rate	Cost Rate	FcstCost	FcstRev	
											\$ 124	\$ 4

THIS BUTTON NEVER  
NEEDS TO BE TOUCHED IF  
YOU USE 'AUTOMATIC'  
FORECASTING MODE!

# BEAUTIFUL BUTTONS – PTO & REPORTING GROUPS SCREENS

DASHBOARD


TEAM

SUPPORT

COST-HOURS

CONFIG

FORECAST



DELETE ROW

STOP AUTOMATION

ADD ROWS


ENABLE AUTOMATION

FORCE LOAD SHAREPOINT PTO

### PTO MANAGEMENT

LAST SHAREPOINT PTO IMPORT  
9/6/22 11:57 AM  
AUTOMATION STATUS  
NOT ENABLED

POWER AUTOMATE FILE FOR TEAM PTO  
NOT ENABLED

Employee	ptoDate	Hours	Week	HolCalendar	IsHoliday	Validation
	04/13/21	8.00	04/12/21	USA		OK
	04/15/21	8.00	04/12/21	USA		OK
	04/15/21	8.00	04/12/21	USA		OK
	04/15/21	8.00	04/12/21	USA		OK
	04/16/21	8.00	04/12/21	USA		OK
	04/19/21	8.00	04/19/21	USA		OK
	04/23/21	1.00	04/19/21	USA		OK
	04/27/21	8.00	04/26/21	USA		OK

DEFAULT NAVIGATION

DASHBOARD

TEAM

SUPPORT


COST-HOURS

CONFIG

FORECAST

## REPORTING GROUPS FOR TEAM MEMBERS

PROVIDES FILTERING AND GROUPING OPTIONS IN THE ACTUALS PLUS FORECAST REPORT

MANUALLY EDIT VALUES FOR GROUPS						
Project	Employee	Role	LastHoursDt	GRP1	GRP2	GRP3
			12/31/21			
			3/17/22			
			7/29/22			
			8/12/22			



# BEAUTIFUL BUTTONS – CONFIG SCREEN

DASHBOARD


SUPPORT

CONFIG

TEAM

COST-HOURS

FORECAST



CHANGE LOG

FIN TOOL EVENTS

SAVE SCREEN SIZE

DOWNLOAD TEST BUILD

DOWNLOAD BETA BUILD

MANUAL UPGRADE

SHOW SETTINGS

VIEW/UPLOAD LOGS

DELETE FCST DATA

CHECK FOR UPDATES

RESET APPLICATION

v1.87060

CLICK 'CHECK FOR UPDATES' FOR UPGRADE OPTIONS

v1.87000 --- LATEST PROD VERSION | v1.87050 --- LATEST BETA VERSION

v8.86 --- LOCAL SETTINGS FILE VERSION | v8.86 --- LATEST ONLINE VERSION

v1.58 --- TOOL ADDIN (RUNNING)

FINANCIAL TOOL CONFIGURATION AND OPTIONS

SETTING NAME	SETTING VALUE <i>DBL-CLICK TO CHANGE</i>	DESCRIPTION
BURNDOWN TITLE	EDIT THE YELLOW AREA STARTING IN COLUMN F	EDIT AREA TO THE RIGHT (YELLOW BACKGROUND) ---- >
RESTORE WINDOW SIZE	TRUE	<p>If True = the window height/size of the Last Financial Tool you close <b>will be applied when you re-open</b> any f</p> <p>If False = Th not change window size</p> <p><i>(Note: If WindowState is Maximized or Minimized, The latest Height/Width properties will be retained)</i></p>

BURNDOWN CHART TITLE  
(TEMPLATE)

[1] - Budget Burndown (Actuals through [2])

USE "[1]" TO INCLUDE PROJECT NAME  
USE "[2]" TO INCLUDE LAST DATA OF ACTUALS

DON'T WANT TO ACCIDENTALLY CLICK THIS BUTTON!. (It will still ask you to confirm. Twice!)

# BEAUTIFUL BUTTONS

<https://github.com/lopperman/just-VBA>

SOME ORIGINAL ARTWORK

