imaginet

Timesheet

Timesheet Installation Guide

This guide will show you how to install and configure Timesheet.

Table of Contents

Installing Timesheet

Installation Components

1. Timesheet MSI (Timesheet installer)
2. Reports.zip (Sample Reports)
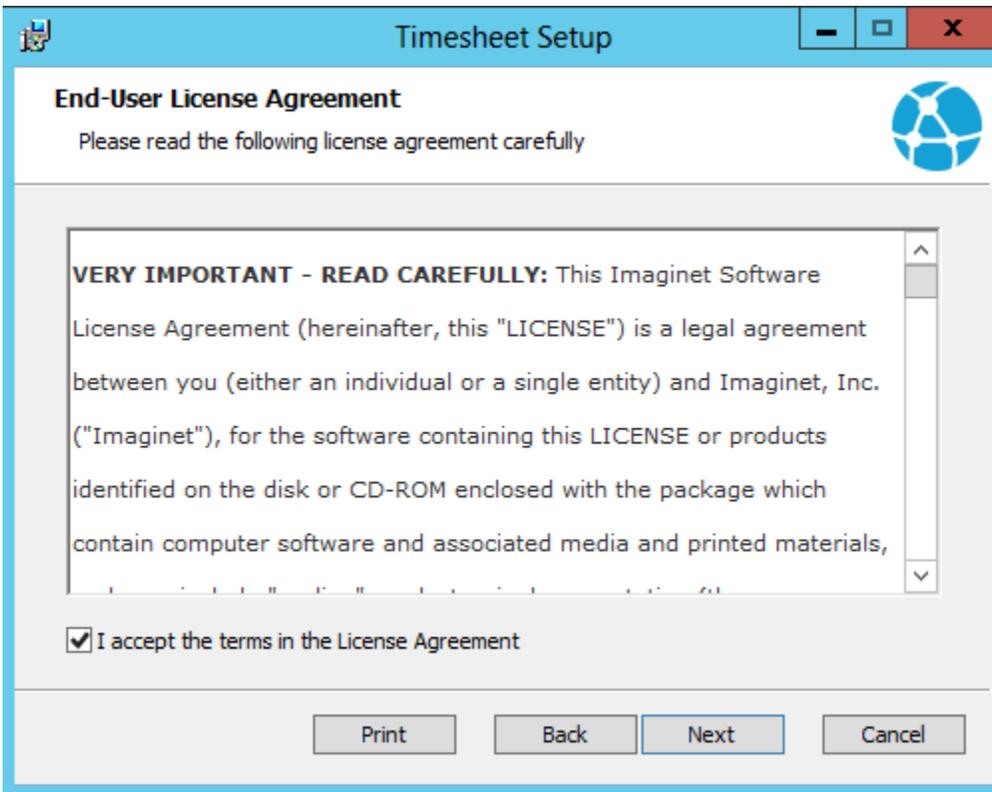
Installing Timesheet

Prerequisites

1. A server with .NET 4.5 and IIS installed and configured
   a. This can be your TFS app tier server, but can also be any other server that can communicate with your TFS server and database server (if your database is on another server)
   b. You also need a web site – Timesheet will install under an existing IIS web site. This could be the Team Foundation Server website, or Default Web Site or any other web site.
2. Administrator access to the server
3. A Timesheet account
   a. You'll need to select an identity to run the Timesheet Application Pool under – this account needs
4. SQL Server (any edition including SQLExpress) installed and configured
   a. This does not need to be on the same server as IIS
5. SysAdmin on the database server for the Timesheet account
   a. The Timesheet installer will create a new database, so the Timesheet account (and the account you run the installer as) will need at least create database permissions on your database server.
   b. If you like, you can remove this permission after the installer has created the database.
6. If you're migrating from older versions of TFS:
   a. The Timesheet account needs read access to the old Timesheet database for the migration
7. If you're going to upload the sample reports:
   a. You'll need Contributor access to your SSRS site
8. Timesheet License key
   a. Without a license key, you can use Timesheet for free for up to 5 users.
   b. For more than 5 users, you'll need to purchase a license key.

Installation Process

1. Copy the MSI to your IIS server. Not that this does not have to be your TFS server, but it can be. Also, you don't have to have SQL Server installed on this machine – but you'll need it installed and configured on a server somewhere.
2. Run the installer MSI by double-clicking on it.
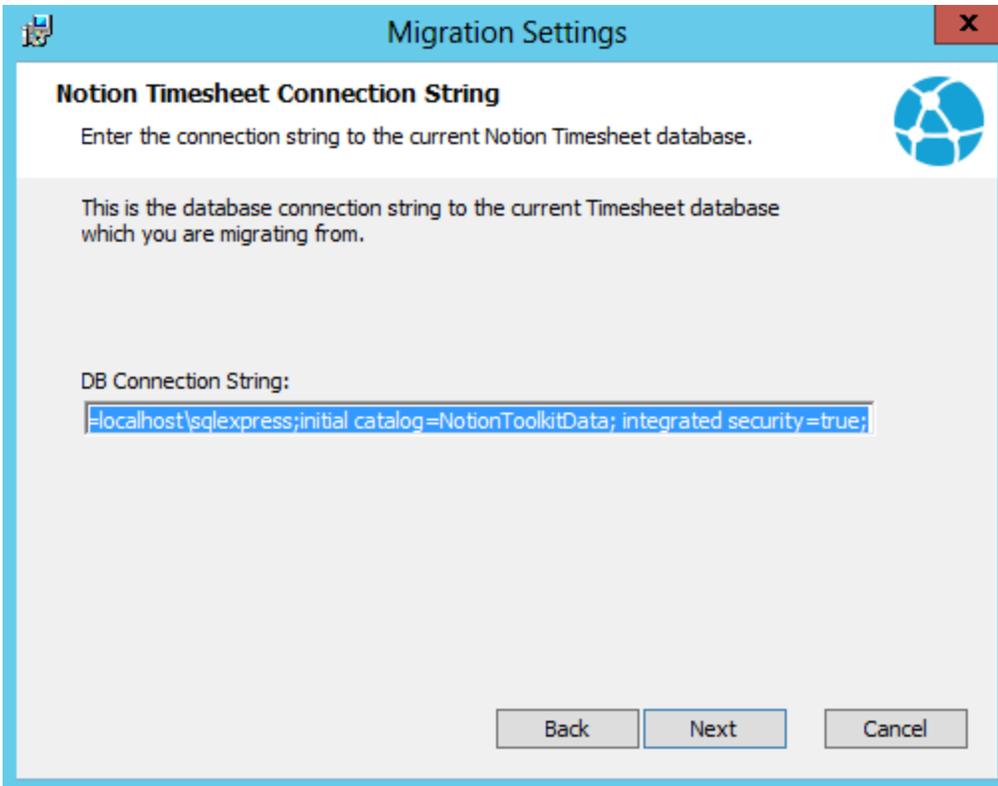3. You'll see a Welcome Page. Click Next.
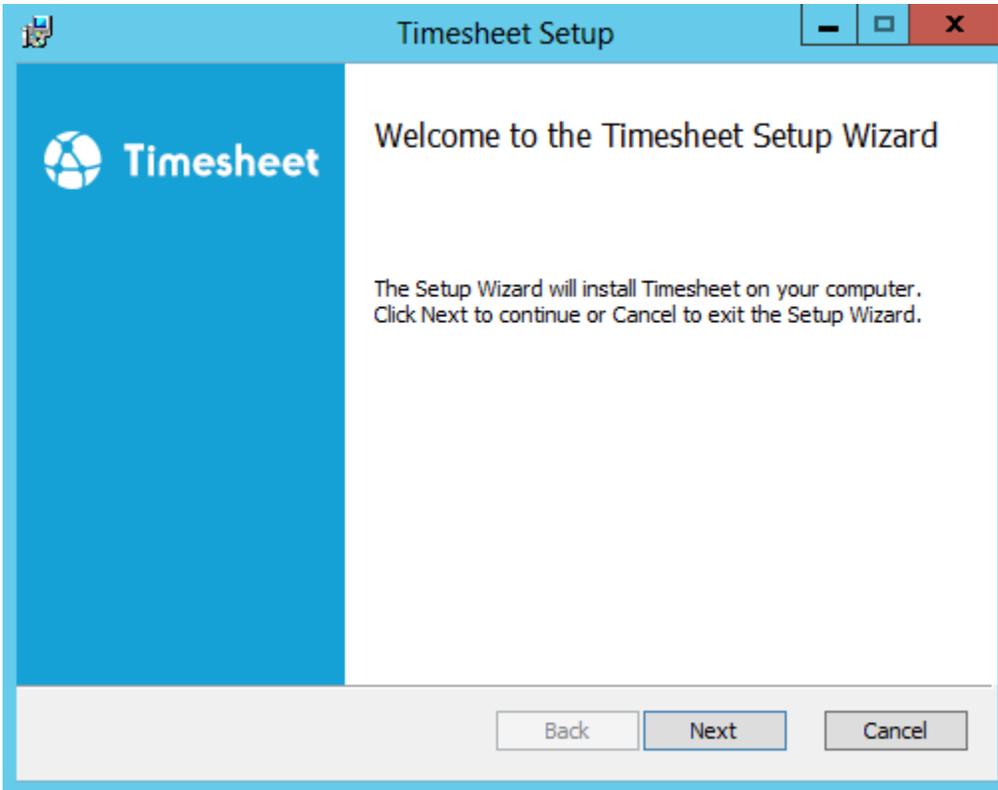
4. Read and accept the EULA and click Next.

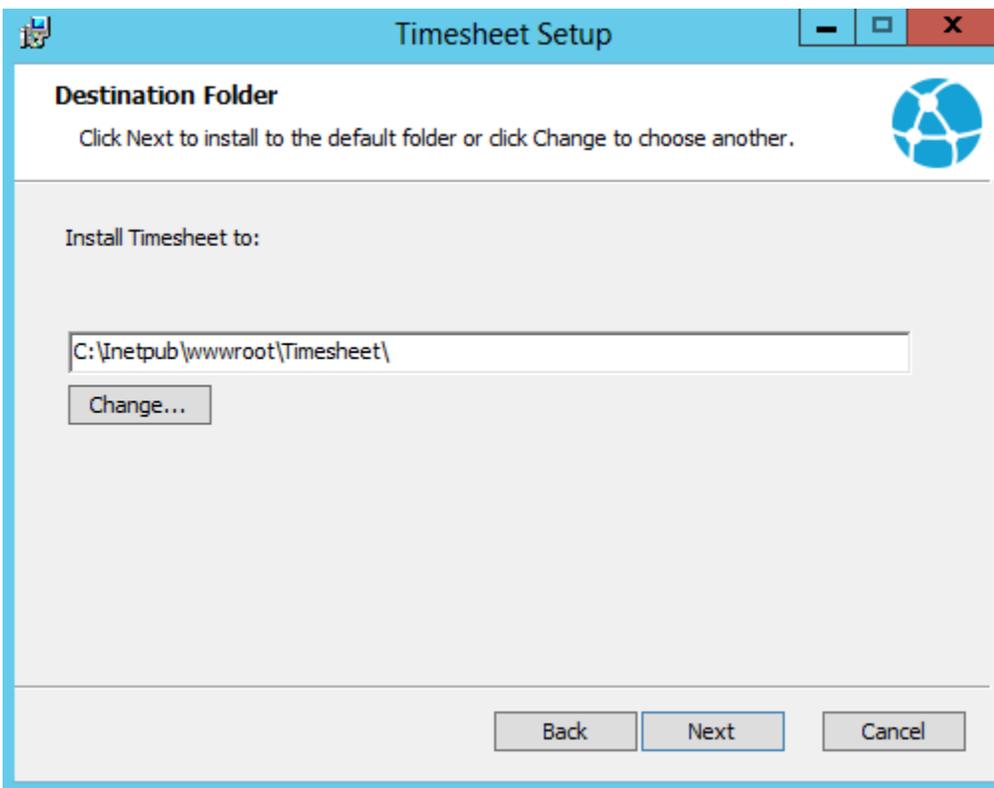5. If you're migrating from a previous version of Timesheet (Notion Timesheet) and you want the old Timesheet data to be migrated, then check the "I am migrating from an older version." checkbox and click Next. If you are installing Timesheet for the first time, leave the checkbox empty, click Next and skip to step 7.
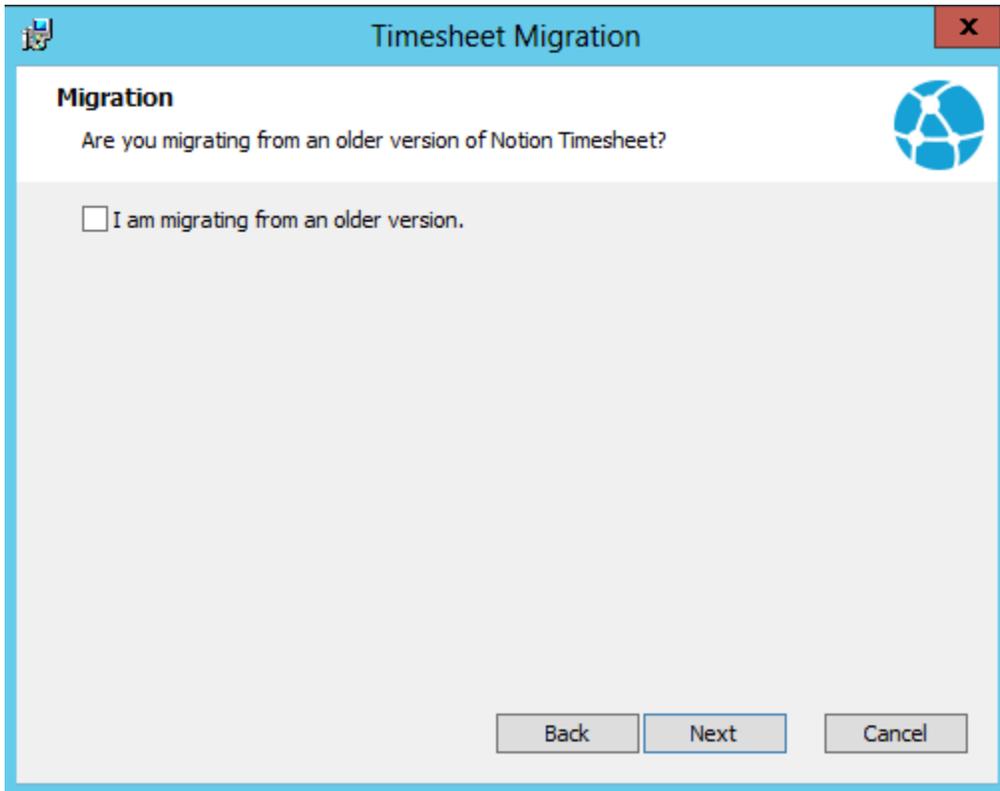

6. MIGRATION ONLY: Enter the old Notion Timesheet database connection string.

Migration Settings

Notion Timesheet Connection String

Enter the connection string to the current Notion Timesheet database.

This is the database connection string to the current Timesheet database which you are migrating from.

DB Connection String:

=localhost\sqlexpress;initial catalog=NotionToolkitData; integrated security=true;

Back   Next   Cancel

7. Select a folder to install Timesheet to and click Next. You can change the folder by clicking on the "Change…" button and selecting a new location.

Timesheet Setup

Destination Folder

Click Next to install to the default folder or click Change to choose another.

Install Timesheet to:

C:\Inetpub\wwwroot\Timesheet\
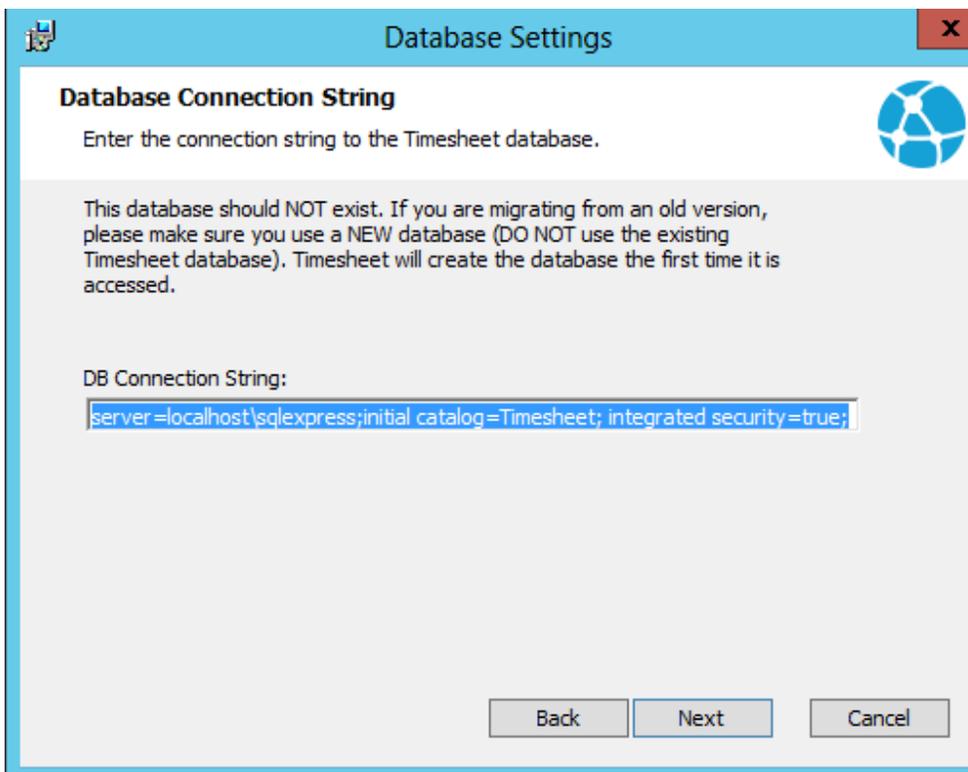
Change…

Back   Next   Cancel

8. Enter the Uri of your TFS server. Note that this is the Uri to the server (and virtual directory) and not to a specific Team Project Collection.
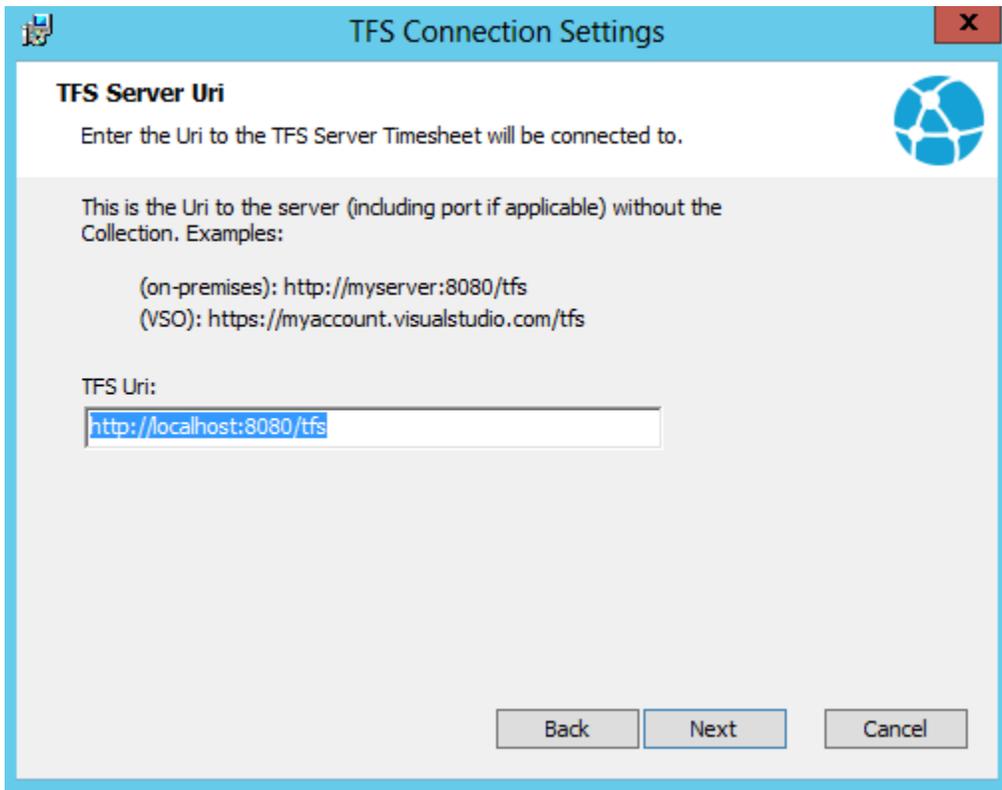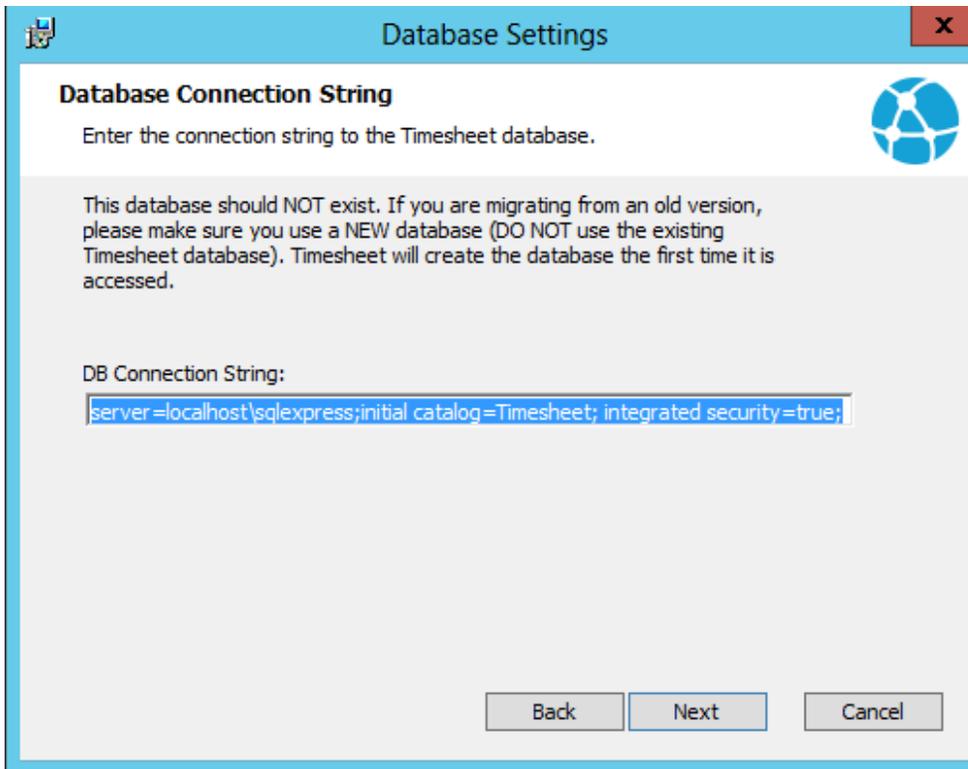
9. Enter a connection string for the New Timesheet database. Note this must specify the server and a database that does not exist – the installer will create the Database.

10. Enter the Timesheet license key (if you have one). If you leave this empty, you'll be able to use Timesheet for up to 5 users for free.

11. Enter the name of an existing IIS site you wish Timesheet to live under, as well as a virtual directory name. Timesheet installer will use the existing website and create a new virtual directory (and application) under that website.

12. Enter setting for the Timesheet IIS Application Pool. The Timesheet installer will create a new Application Pool for the Timesheet application. If you are on a Workgroup, you can enter the name of the IIS server as the Domain.

13. Click Install on the confirmation page to begin the install.
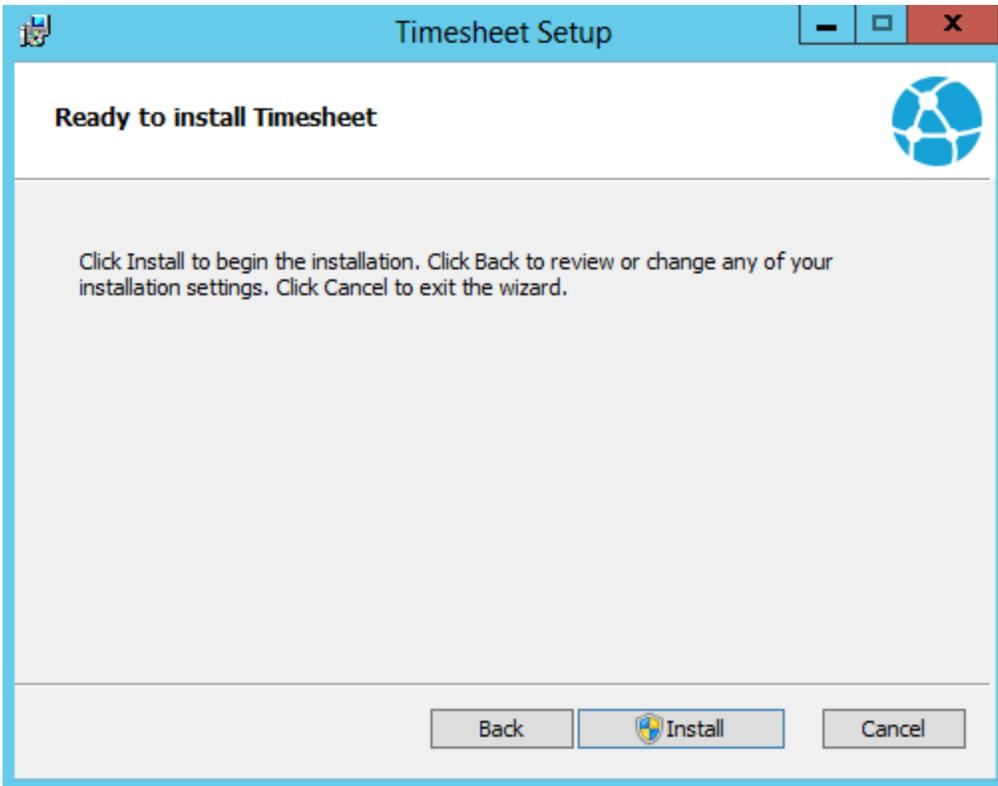
14. This may take a few minutes, especially if you are migrating from an older version of Timesheet.
15. Once complete, click Finish to exit the installer.

Installation Failures

If the installer fails, you will be able to retrieve the installer log file. If there is no log file, then open a command prompt and run the installer using the following command:
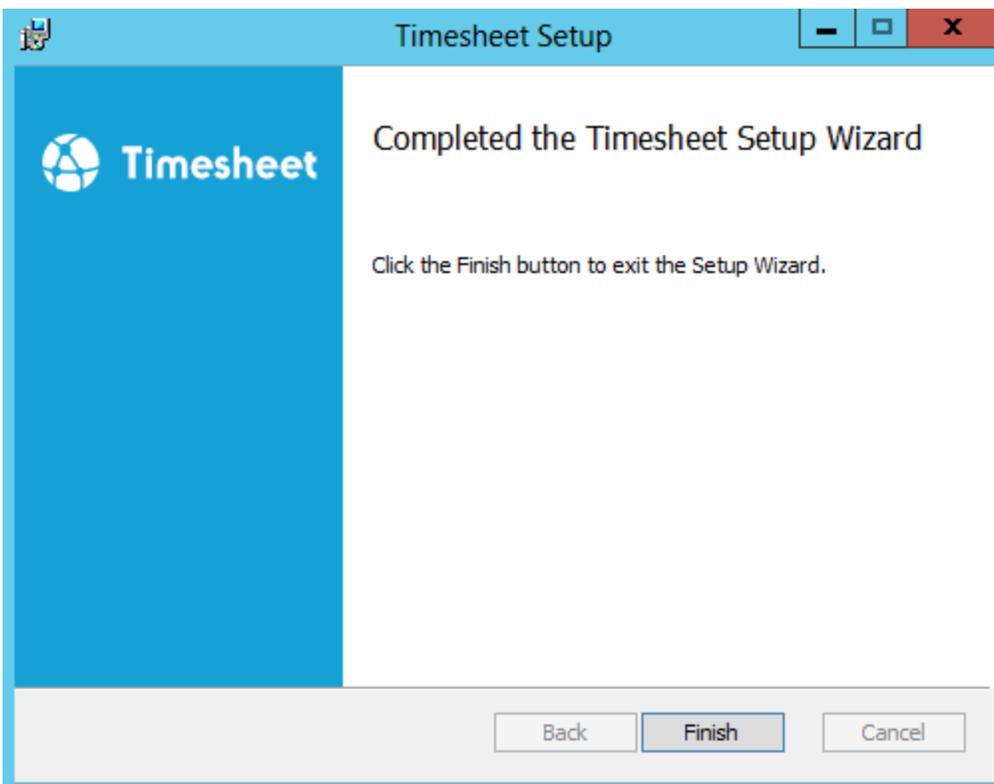
```
msiexec.exe /i pathToInstaller /l*v installer.log
```

where *pathToInstaller* is the path to the Timesheet MSI file. This will launch the installer and create a log file in the current directory called "installer.log". You may need to supply the full path to msiexec.exe if it is not in your path.

Configuring Timesheet

Timesheet does not require too much configuration. If you change your TFS server or license key, you can configure those settings. The only other configuration is the completed and remaining work fields.

To configure these settings, open the Web.config file in the Timesheet installation folder. Then browse to the appSettings section. You'll see 3 or 4 keys (you may not have a License key):

```
<add key="RemainingWorkFieldRef" value="Microsoft.VSTS.Scheduling.RemainingWork" />
<add key="CompletedWorkFieldRef" value="" />
<add key="TfsUrl" value="http://vsalm:8080/tfs" />
<add key="License" value="XXXX-XXXX-XXXX-XXXX-XXXX"/>
```

- To change the TFS connection, edit the value of the TFSUrl key.
- To change the License, edit the value of the License key. If you have just purchased a license and did not enter one when installing Timesheet, then you can add the License key.

Remaining and Completed Work

When you enter time into Timesheet for a work item, Timesheet will attempt to decrease the remaining work field on the work item. If you are tracking completed work (Note: this field is not present in the out-of-the-box Scrum template in TFS) then you will have to configure Timesheet to enable this. Also, if you are using some other custom field for remaining work, then you'll need to update the value setting.

Both these fields are configured in the app config (see the RemainingWorkFieldRef and CompletedWorkFieldRef settings above) and the value must be set to the reference for the remaining and completed work fields respectively.