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# OTOBO Installation Guide

Release rel-10.1

Rother OSS GmbH

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# CHAPTER 1

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## Description

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A Time Registration Module.



# CHAPTER 2

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## System requirements

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### 2.1 Framework

OTOBÖ 10.1.x

### 2.2 Packages

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### 2.3 Third-party software

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# CHAPTER 3

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## Usage

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### 3.1 Setup

### 3.2 Configuration Reference

#### 3.2.1 Core::Stats

**Stats::DynamicObjectRegistration###TimeAccounting**

Determines if the statistics module may generate time accounting information.

#### 3.2.2 Core::Ticket

**Ticket::EventModulePost###999-TimeAccountingTicketTimeUnitsSync**

Every time a agent add TimeUnits to a ticket, we sync the information to the timeaccounting module.

**TimeAccounting::TicketSync::ServiceToAction**

Use Service as Action. Please add as key the timeaccounting action and the service as value. RegEx are allowed.

#### 3.2.3 Core::TimeAccounting

**TimeAccounting::MaxIntervalOfIncompleteDays**

Maximum number of working days after which the working units have to be inserted.

#### TimeAccounting::MaxIntervalOfIncompleteDaysBeforeWarning

Maximum number of working days without working units entry after which a warning will be shown.

#### TimeAccounting::MaxAllowedInsertDays

For how many days ago you can insert working units.

### 3.2.4 Core::TimeAccounting::TicketSync

#### TimeAccounting::TicketSync::Enable

Activate the synchronisation of Ticket-TimeUnits into the TimeAccounting module.

#### TimeAccounting::TicketSync::SetEntryReadOnly

As soon as the synchronisation of ticket TimeUnits is activated, it is possible to set the entries ReadOnly.

#### TimeAccounting::TicketSync::CreateProjectFromCustomerID

Synchronise customers as a new project if they exists in the customer database.

#### TimeAccounting::TicketSync::CreateProjectFromTMPCustomerID

Also synchronise customers as a new project if they have not yet been created in the customer database.

#### TimeAccounting::TicketSync::SaveTimeUnitToArticleField

We save the Article TimeUnit to a DynamicField from type “Article”. Please add here the name of the field if the initial name is changed.

### 3.2.5 Core::TimeAccounting::ViewReportingProject

#### TimeAccounting::Frontend::ReportingProject###ShowOnlyActiveUsers

If enabled, only users that has added working time to the selected project are shown.

### 3.2.6 Frontend::Agent::FrontendNotification

#### Frontend::NotifyModule###888-TimeAccounting

This notification module gives a warning if there are too many incomplete working days.

### 3.2.7 Frontend::Agent::ModuleRegistration

**Frontend::Module###AgentTimeAccountingReporting**

Frontend module registration for the agent interface.

**Frontend::Module###AgentTimeAccountingEdit**

Frontend module registration for the agent interface.

**Frontend::Module###AgentTimeAccountingSetting**

Frontend module registration for the agent interface.

**Frontend::Module###AgentTimeAccountingOverview**

Frontend module registration for the agent interface.

**Frontend::Module###AgentTimeAccountingView**

Frontend module registration for the agent interface.

### 3.2.8 Frontend::Agent::ModuleRegistration::Loader

**Loader::Module::AgentTimeAccountingSetting###002-TimeAccounting**

Loader module registration for the agent interface.

**Loader::Module::AgentTimeAccountingOverview###002-TimeAccounting**

Loader module registration for the agent interface.

**Loader::Module::AgentTimeAccountingEdit###002-TimeAccounting**

Loader module registration for the agent interface.

**Loader::Module::AgentTimeAccountingReporting###002-TimeAccounting**

Loader module registration for the agent interface.

**Loader::Module::AgentTimeAccountingView###002-TimeAccounting**

Loader module registration for the agent interface.

### 3.2.9 Frontend::Agent::ModuleRegistration::MainMenu

Frontend::Navigation###AgentTimeAccountingEdit###002-TimeAccounting

Main menu item registration.

Frontend::Navigation###AgentTimeAccountingOverview###002-TimeAccounting

Main menu item registration.

Frontend::Navigation###AgentTimeAccountingSetting###002-TimeAccounting

Main menu item registration.

Frontend::Navigation###AgentTimeAccountingReporting###002-TimeAccounting

Main menu item registration.

Frontend::Navigation###AgentTimeAccountingView###002-TimeAccounting

Main menu item registration.

### 3.2.10 Frontend::Agent::Ticket::ViewActivityRecording

TimeAccounting::TicketSync::DefaultProjectID

We need to set a default project id when we sync TimeUnits to the TimeAccounting module.

TimeAccounting::TicketSync::DefaultActionID

We need to set a default action id when we sync TimeUnits to the TimeAccounting module.

### 3.2.11 Frontend::Agent::ToolBar

Frontend::ToolBarModule###201-TimeAccounting::IncompleteWorkingDays

Agent interface notification module to see the number of incomplete working days for the user.

### 3.2.12 Frontend::Agent::View::TimeAccountingEdit

TimeAccounting::ReduceTime

To use if some actions reduced the working hours (for example, if only half of the traveling time is paid  
Key => traveling; Content => 50).

### TimeAccounting::InputHoursWithoutStartTime

Specifies if working hours can be inserted without start and end times.

### TimeAccounting::Project2RemarkRegExp

Defines the projects for which a remark is required. If the RegExp matches on the project, you have to insert a remark too. The RegExp use the smx parameter.

### TimeAccounting::ProjectListConstraints

Regular expressions for constraining project list according to user groups. Key contains regular expression for project(s), content contains comma separated list of groups.

### TimeAccounting::ActionListConstraints

Regular expressions for constraining action list according to selected project. Key contains regular expression for project(s), content contains regular expressions for action(s).

### TimeAccounting::EnableAutoCompletion

If enabled, the dropdown elements in the edit screen are changed to modernized autocompletion fields.

### TimeAccounting::UseFilter

If enabled, the filter for the previous projects can be used instead two list of projects (last and all ones). It could be used only if TimeAccounting::EnableAutoCompletion is enabled.

### TimeAccounting::ActiveFilter

If enabled, the filter for the previous projects is active by default if there are the previous projects. It could be used only if EnableAutoCompletion and TimeAccounting::UseFilter are enabled.

### TimeAccounting::AllowMassEntryForUser

If enabled, the user is allowed to enter “on vacation leave”, “on sick leave” and “on overtime leave” to multiple dates at once.

## 3.2.13 Frontend::Agent::View::TimeAccountingSetting

### TimeAccounting::DefaultProjectName

Default name for new projects.

### TimeAccounting::DefaultProjectStatus

Default status for new projects.

**TimeAccounting::DefaultActionName**

Default name for new actions.

**TimeAccounting::DefaultActionStatus**

Default status for new actions.

**TimeAccounting::DefaultUserWeeklyHours**

Default setting for the standard weekly hours.

**TimeAccounting::DefaultUserLeaveDays**

Default setting for leave days.

**TimeAccounting::DefaultUserOvertime**

Default setting for overtime.

**TimeAccounting::DefaultUserDateStart**

Default setting for date start.

**TimeAccounting::DefaultUserDateEnd**

Default setting for date end.

**TimeAccounting::DefaultUserDescription**

Default setting for description.

**TimeAccounting::DefaultUserStatus**

Default status for new users.

### **3.2.14 Frontend::Base::PreApplicationModule**

**PreApplicationModule###AgentTimeAccounting**

This module forces inserts in TimeAccounting.

# CHAPTER 4

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About

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## 4.1 Contact

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## 4.2 Version

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