CA Clarity™ PPM

Mobile Time Manager

Release 1.3.0

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Chapter 1: CA Clarity Mobile Time Manager

The CA Clarity Mobile Time Manager is a mobile app that you can use to enter time from a smart phone. A resource manager can approve and return timesheets.

Note: The app includes a subset of the most common time management features in the CA Clarity PPM web application. The app is not intended to replace the web application.

Basic User Features

You can complete the following tasks:

- Enter timesheet hours and submit it for approval.

- Populate a current timesheet with items from the previous timesheet period.

- Return a previously-submitted timesheet.

Timesheet Approver Features

As a timesheet approver, you can complete the following tasks:

- Approve and return timesheets in bulk.

- Send a reminder, using the standard timesheet notifications, to resources who have not submitted timesheets.

- Approve timesheets manually and using an action item. Action item approvals require the timesheet process definition to have *approve* and *return* configured in the action item step.

What's New

Display Input Type

If a user has split a task, the Input Type Code or Charge Code that is associated with the task displays on the app. However, the app does not support splitting tasks.

Display Day of the Week

On the Edit Timesheet screen, day of the week also displays with the date. For example, Thu, Jan 1, 2015.

Display Timesheets of Direct Reports Only

You can configure the app to approve timesheets of direct reports only instead of all the resources the approver has rights over. To enable this option, tap Settings, Preferences, and select the Approve Direct Reports Only option.

Note: After you enable or disable this option, log out from the app or go to the Home screen and refresh the screen.

Valid on: CA Clarity PPM 13.3.0.6

Enabled Refreshing the Home Screen

You can refresh the Home screen to update the information in the tiles.

Prerequisites

To use CA Clarity Mobile Time Manager, you need the following hardware, software, and access rights:

- CA Clarity PPM Release 13.2, 13.3.0.6
- One of these smart phones:
  - Android (4.x or higher patch level)
  - iPhone (iOS 6.x or higher patch level)
- Global access right: *Mobile - Access.* This access right is required for all CA Clarity Mobile Time Manager users.

Installation

You can download and install CA Clarity Mobile Time Manager from iTunes and Google Apps.

Follow these steps:

1. Using your smart phone, navigate to the app store on iTunes or Google Apps and download CA Clarity Mobile Time Manager.

   When the download is complete, you see the following icon.

2. Tap the CA Clarity Mobile Time Manager icon.

3. Accept the Terms of Conditions.

4. Complete the following information and tap Login.

   URL

   Specifies the URL for your CA Clarity PPM web application.

   Examples: http://www.acme.com or www.acme.com.

   If your URL contains *https*, include https in the URL.

   User name

   Specifies the user name that you use to log in to CA Clarity PPM.

   Password

   Specifies the password that you use to log in to CA Clarity PPM.

Home Screen

The home screen displays colored tiles that give a summary status of timesheets. To navigate to the functional area indicated by the tile name, tap the tile.

Submitter Tiles

If you only submit timesheets, you see these tiles:

My Timesheets

Displays the status of all open timesheets from your current and past time periods.

Color Status:

Green: All timesheets before the current timesheet have been submitted for approval.

Red: One or more open timesheets have not been submitted for approval.

Current Timesheet

Displays the total number of hours that are entered to date for the current time sheet. This tile provides access to the hours logged for each day of the time period.

Color Status:

Blue: Timesheet is in-progress, and has not been submitted for approval.

Green: Timesheet has been submitted for approval.

Today

Displays the number of hours that are entered for the current day. This tile provides the fastest way to enter the hours for all tasks for the current day.

Approver Tiles

If you are a timesheet approver, you see these extra tiles:

Needs Approval

Displays the number of timesheets and action items that need approval. This tile displays in these cases:

- You are a timesheet approver for a resource.
- You are assigned a workflow timesheet action item.

Color Status:

Green: No timesheets are waiting for approval.

Orange: Timesheets are waiting for approval.

Unsubmitted

Displays the number of timesheets of direct reports that have not been submitted. This tile displays if you are a resource manager.

Tips and Considerations

Consider this information when using CA Clarity Mobile Time Manager:

■ All security rights and the Open for Time Entry settings that apply to the full web application also apply to CA Clarity Mobile Time Manager.

■ A submitter can only return a timesheet for the current period. And, the timesheet must be in submitted status.

■ You can only edit the Hours field on a timesheet. Approvers can only view attribute values like the cost type, input type, ETC, notes, and descriptions.

■ Overdue is defined as three days past the last timesheet period. You cannot configure this value.

■ CA Clarity Mobile Time Manager does not apply the available settings under Configure from the web application timesheet. Instead, the mobile app uses the following default settings and you cannot change them:

    – Display Unit: Hours

    – Decimal Places: 2

■ When you open a new timesheet for a new time interval, it automatically populates from the previous timesheet. The timesheet items are copied from the previous timesheet, but the values are not copied.

Chapter 2: Resolved Defects

This section contains the following topics:

CA Clarity Mobile Time Manager Release 1.3

The following defects were resolved in CA Clarity Mobile Time Manager release 1.3:

- Android (see page 13)

- iPad (see page 15)

Android

CLRT-73427 - The MTM password is saved even when Remember Password is not checked.

Steps to Reproduce:

1. Log in to the app.

2. Select the Remember Password check box.

3. Log out of the app.

4. Clear the Remember Password check box.

5. Log in to the app.

6. Log out of the app.

7. Click Log in.

   Expected Result: Password is cleared.

   Actual Result: Password is saved.

CLRT-74808 - Mobile Timesheet - No offline messages if a user loses connection while refreshing.

Steps to Reproduce:

1. Connect to a data connection using wireless.

2. Log in to the app.

3. Go into a weeks timesheet and refresh the timesheet.

4. Disconnect the wireless connection. The easiest way to replicate is to turn off the connection remotely, and not on the device.

5. Attempt to save the data when the connection is interrupted.

    Expected Result: Upon reconnecting, changes that were made have not saved. Once the connection restores, the data you saved is refreshed with the data stored in CA Clarity PPM.

    Actual Result: User can continue using the app, enter time and submit the timesheet. You can also see different tiles and they are updated with data entered.

CLRT-74826 - The Timesheet app does not refresh automatically on overview screens. There is no Refresh button.

Steps to Reproduce:

1. Tap the Current Timesheet tile on the app and enter time against a task. For example, eight hours on each of two tasks.

2. Submit the timesheet and navigate back to the Home screen.

    The Current Timesheet tile on the app displays eight hours.

3. Log in to CA Clarity PPM on a workstation and return the submitted timesheet. Also remove the hours entered.

4. On the Home screen in the app, tap on the Today tile to open the page and return to Home screen.

    Expected Result: The Current Timesheet tile displaying eight hours is refreshed to display zero hours.

    Actual Result: The Current Timesheet tile displays eight hours.

CLRT-75306 - App does not launch the Home screen when logged out during transition from offline to online mode.

Web version of the app.

Steps to Reproduce:

1. Open web version of the app in a browser and log in.

2. Stay on the Home screen and stop the CA Clarity PPM server to which the app is connected to.

3. Open the dev tools console in a browser and call app.onDeviceOffline().

   Offline pop-up appears for 5 seconds and later the app tries to relogin, fails, and switches to the login screen with an error message.

4. Start the CA Clarity PPM server and now try to log in from the app.

Using iPhone with 4g enabled.

Steps to Reproduce:

1. Connect to a CA Clarity PPM server that can be accessed using 4g connection as well as WiFi.

2. Log in to the app and turn on the Airplane mode.

   Offline pop-up appears and immediately disappears even though the airplane mode is still on. The app to relogin, fails, and switches to the login screen with an error message.

3. Try logging in.

   Expected Result: The Home screen appears on login.

   Actual Result: The screen with login and signout buttons appear. App continues to stay on this screen on clicking Login on this screen too.

iPad

CLRT-74790 - MTM - Once logged out, the menu tab continues to appear and can be selected in iPad iOS version: 7.1.1 (11D201).

Note: This behavior is seen only in iPad.

Steps to Reproduce:

1. Log in to the app.

   On the Home screen, you can see links to Today, Current Timesheet, My Timesheets, and Needs Approval tiles.

2. Tap the button to move the links to the right in order to display Settings, Logout.

3. Tap Logout.

   Expected Result: You are logged out of the app and you do not see the menu tab.

   Actual Result: The menu tab is visible and can be selected. You can see the tiles and can change the preferences.

CLRT-75499 - Cannot log in to the MTM app in an iPad after you log out as a user without approve or review rights.

Steps to Reproduce:

1. Log in to the app as a user with only time entry rights.

2. Log out.

   The login page appears.

3. Try to log in by tapping the Login button.

   Expected Result: Successful log in.

   Actual Result: No response. No call from the UI to server for login.

CLRT-75473 - The Features page of the app is distorted.

Steps to Reproduce:

1. Log in to MTM r1.3.

2. Navigate to Settings, and tap the Features link.

3. Now tap Logout.

4. Try to login again.

5. Navigate to Settings, and tap the Features link.

   Expected Result: The Features page is displayed.

   Actual Result: A distorted page is displayed.

CLRT-75494 - Left navigation continues to appear even after selecting a menu item.

Steps to Reproduce:

1. Log in to MTM app on an iPad.

2. Open the left navigation and tap on any menu.

   Expected Result: Left navigation is minimized.

   Actual Result: Left navigation still appears.

CLRT-75305 - The Remember Password check box is not visible and sometimes toggles back on its own to its original state on the login screen.

Steps to Reproduce:

1. Open the MTM app.

2. Check if the Remember Password check box appears in the login screen.

   Expected Result: The check box is visible and toggles according to user actions.

   Actual Result: The check box is not visible and disappears intermittently.

CA Clarity Mobile Time Manager Release 1.2.1

The following defect was resolved in CA Clarity Mobile Time Manager release 1.2.1:

CLRT-73860 - Android version of Mobile Time Manager Application tries to connect to server when you go into the URL entry field

Steps to Reproduce:

1. Create a user that has Mobile - Access right.

2. Download the CA Mobile Manager from the Google Playstore using an android phone that has access to a Clarity network.

3. Bring up the Mobile application.

4. Go into the URL field to modify the URL.

   Expected Result: Should be able to connect to the CA Clarity PPM server to get to the timesheet.

   Actual Result: As soon as you go into the field, it tries to connect and displays the message "OFFLINE".

Note:

■ The MTM App release 1.2 present on the Apple store is same as the MTM App release 1.2.1 on the Google Store. The difference in the version number is because of this bug fix in the Android version.

CA Clarity Mobile Time Manager Release 1.2

The following defects were resolved in CA Clarity Mobile Time Manager release 1.2:

CLRT-72388 - Cannot log in to the timesheet mobile application if the server is using SSO

Steps to Reproduce:

1. Log in via the application to an On-Demand test system.

   Expected Result: Login is successful.

   Actual Result: Login fails.

CLRT-73662 - MTM: Blank screen after submitting timesheet

Steps to Reproduce:

1. Log in to the MTM application.

2. Click the *Current Timesheet* tile.

3. Select a day.

4. Enter hours on that day.

5. Select Submit. **Note:** Do not click *Save*.

6. Click the Menu icon (Home).

7. Click the Current Timesheet tile again.

   Expected Result: The Current timesheet tile opens.

   Actual Result: The screen is blank; user is forced to close and reopen MTM.

CLRT-73545 - Mobile Time Manager - Hours added by .07 hours

Steps to Reproduce:

1. Log in to MTM version 1.1.2.

2. Fill the timesheet.

3. Observe the hours.

   Expected Result: The hours that are entered by user should not change automatically.

   Actual Result: The hours that are entered by user change.

CLRT-72864 - Mobile timesheet approvals using PM Approval Process and Global or Instance Timesheet Approve Rights

Steps to Reproduce:

Clarity:

1. Create a Project Manager Approval process from the OOTB processes.

    Make sure for the approval action item to have the post condition:

    Action Item.step_1.step_1 All assignees with Status Approve = 1) so that it is not approved until all project managers approve.

    In order to not have all timesheets run through the process, made the start criteria be hours > 60.

2. Create an Admin resource who has *Global Rights Timesheets - Approve All* as well as *Global Mobile Access* right. Or, a resource who has *Instance Approval Rights* for the resource (timesheet submitter).

3. Create four resources all with the basic user rights.

    Three resources will be project managers. They will have Global Mobile-Access rights and will inherit the Instance Project Manager (Auto) right.

    One resource will be the timesheet submitter. Make sure they are open for time entry.

4. Create three projects with the three different project managers.

5. Assign the timesheet submitter to the team for each project.

6. Log in as timesheet submitter and populate a timesheet.

7. Make sure to add tasks for all the three projects.

8. Add hours to be greater than the amount you have specified to kick off the process (>60).

9. Submit timesheet for approval.

10. Make sure that the process has initiated.

Mobile App:

1. Log in as a resource who has Global or Instance Rights to approve timesheets (Step 1 above) Not one of the project managers.

2. Verify that the timesheet shows as needing approval.

3. Approve the timesheet.

Expected Result: Resource manager should not be able to approve timesheet as they are not part of the process. Project managers still would need to approve the timesheet before the status changes to *approved*.

Actual Result: Resource manager has the timesheet to approve. Once only the resource manager approves, the timesheet status is changed to approved and the project managers no longer have the timesheet to approve in their mobile application.

CLRT-73735 - Mobile Time Manager tries to log in as soon as the application is launched.

Steps to Reproduce:

1. Install the Mobile Time Manager on your smart phone.

2. Launch the application.

   Expected Result: The application opens and waits for credentials to be entered and the log in button to be pressed.

   Actual Result: The application attempts to log in as soon as the application is launched.

CLRT-72885 - When the Mobile time app adds a task to a timesheet, it is inserted into PRTimeEntry with the PRCHARGECODEID set to NULL instead of setting it to the value from the task.

Steps to Reproduce:

1. Create a task on a project, set a value for the chargecode (billable, nonbillable, etc.).

2. Assign a test user to the task.

3. Log in to the mobile time application as the test user and add this task to a timesheet.

4. Query the row from PRTIMEENTRY that was added.

   Expected Result: The row in PRTIMEENTRY should have a value for PRCHARGECODEID that matches the task on the project.

   Actual Result: The row in PRTIMEENTRY has NULL for PRCHARGECODEID.

CLRT-73365 - Mobile time application does not handle time entry dates properly when device timezone differs from the Clarity server.

Steps to Reproduce:

1. For a Clarity server in EST or PDT timezone for the test, set your mobile device to Mumbai, India.

2. Log in to the mobile time application.

3. Select a NEW timesheet.

4. Verify the first timesheet day in the UI.

5. Select that day in the mobile time application to enter time on that day.

   Expected Result: The UI shows the time entry for the day you selected.

   Actual Result: The UI instead shows the time entry for the day previous to the one you selected.

CA Clarity Mobile Time Manager Release 1.1.3

The following defect was resolved in CA Clarity Mobile Time Manager release 1.1.3:

CLRT-72857 - Edit Timesheet - On selecting 'Monday' , 'Sunday' Edit timesheet is Opened.

- Create the MTM data setup.

- Create a CA PPM Clarity user with all Project, Timesheet, and *Mobile access rights.

- Enable the user for Time Entry (from Home) and set track mode as Clarity.

- Create Time Reporting Periods if not available.

- Create a project and add the above user to Team.

- Create a task and assign the task to the user.

Steps to Reproduce:

1. Log in to the mobile app with the above created user to submit a timesheet.

2. Select Current Timesheet / Overdue Timesheets.

   Displays the Timesheet page with Monday to Sunday list. (If Overdue Timesheet, select a time period and then proceed with this step.)

3. Select Monday which is first in the list, i.e.select the right arrow icon.

Expected and Actual Result:

■ On saving, Sunday values are saving to Monday.

■ Hit the Timesheet (top left) icon, takes back to the Days list page.

■ Again select Monday, Monday Edit Timesheet page appears.

CA Clarity Mobile Time Manager Release 1.1.2

The following defects were resolved in CA Clarity Mobile Time Manager release 1.1.2:

CLRT-72251 - Current timesheet in adjustment state is not editable from the Current Timesheet/Today workspaces.

Steps to Reproduce:

1. Post the current period timesheet.

2. From the web, adjust it.

   A new timesheet is created for the current period with Adjustment state and is open for time entry.

3. From the application, click Current Timesheet/Today.

   Expected Result: The adjustment current timesheet that is in the Open state should be editable from Current Timesheet/Today.

   Actual Result: Not editable. Shows as posted. Note that the adjustment current timesheet is open for edit from My Timesheet.

CLRT-72254 - Multiple session handling: For an approved timesheet, able to delete task from the application.

Steps to Reproduce:

1. Open a timesheet with three tasks as a submitter on the application.

2. Go to the task edit page.

3. Approve the same timesheet for the user on the web as an approver.

4. Remove the task as submitter on the application.

Expected result: Should not be able to remove the task. Should get timesheet version error.

Actual Result: Able to remove the task successfully. Also, able to submit it.

CLRT-72252 - Workflow approval process: For an assignee, timesheet approval by drilling down is approved only after other assignees have approved.

Steps to Reproduce:

1. Create a process to approve timesheet. For example, this process sends a timesheet action item to 2 project managers - pmmary and pmandree to approve or reject.

2. As a resource, on the web, submit a timesheet with actuals.

   The project managers get an action item to approve or reject.

3. On the app, log in as pmmary - Needs Approval - Open timesheet. On the task view/day view, approve the timesheet.

   Expected result: Should approve the timesheet and navigate to the Needs Approval page.

   Actual Result: Does not approve the timesheet. A message is displayed that it is approved, but is actually not. The timesheet still displays as Needs Approval.

CLRT-72256 - Multiple session handling: For a submitted timesheet, able to delete task and resubmit timesheet with different totals.

Steps to Reproduce:

1. As a submitter, log in to web. Open a timesheet. Add two tasks T1 and T2. Enter T1=2 hours and T2=5 hours. Total= 7 hours.

2. As the same submitter, log in to device. Open the same timesheet. Check total is 7 hours.

3. On the web, submit the timesheet.

4. On the app, do not refresh. Remove task T2.

   It removes successfully and the total is now 2 hours.

5. On the app, submit.

   Expected Result: Timesheet should not be submitted with the deleted task (and reduced hours).

   Actual Result: Timesheet is submitted with the deleted task (and reduced hours).Total hours is 2 hours.

CLRT-72253 - Multiple session handling: On app, able to approve a Returned timesheet.

Steps to Reproduce:

1. As an approver, open a timesheet in the submitted state in web.

2. As an approver (same or different), in the app: Navigate to Needs Approval and confirm that the timesheet is displayed.

3. On the web, return the timesheet.

4. On the app, approve the timesheet from the list.

   Expected Result: The following error should be displayed "ERROR:TMA-0100: One or more timesheets not approved. You can only approve submitted timesheets for resources you have approve rights over."

   Actual Result: No error. Able to approve the timesheet.

CLRT-72259 - When there are action items and direct approvals for a timesheet, only one approval is actioned at a time via the mobile UI.

Steps to Reproduce:

1. Activate the Project Manager timesheet approval process.

2. Define a user who has approval rights for a resource AND will get action items for the user's timesheet (i.e. a project manager).

3. Submit timesheet for the resource.

   Wait for a few minutes.

4. Open Approvals in the timesheet app.

5. Approve the timesheet.

   Expected Result: Timesheet disappears.

   Actual Result: Timesheet remains until all the approval and action items are approved.

CLRT-72336 - Workflow approval process: Project Manager gets authentication error on clicking the Details icon.

Steps to Reproduce:

1. Create a user with global project rights, mobile access, and organizer access.

2. Create a project with the above user as the project manager.

3. Create tasks.

4. Create a process to send an action item to user to approve the timesheet.

5. Log in as a resource on task, submit a timesheet (Make sure the resource has Instance process start right to the process created above).

6. Log in as PM on the app.

7. Needs Approval - Open the timesheet - Open the task. Click the Details icon on top right.

   Expected: The Details icon should open a pop-up that displays the input type code, charge code, etc, notes.

   Actual Result: The following message is displayed "The request requires user authentication". But the pop-up is also displayed.

CLRT-72350 - Workflow approval process: A project manager needs to be open for time entry to approve timesheets by drilling down.

Steps to Reproduce:

1. A project manager without being open for time entry should drill down and approve the timesheet submitted by another resource.

CLRT-72378 - If the time on the phone is next day compared to server, the date in time period is different from date in day list.

Steps to Reproduce:

Select time zones at time of test such that the days are different, depending on the time you test.

1. Set the server time zone to Midway Island (GMT-11).

2. On the device, change the time zone to Tonga (GMT+13).

3. On the app, open a timesheet. Check the date on time period name and the start date displayed in the day list.

   Expected Result: Start date on period name should be the same as the start day on the list.

   Actual Result: In the day list, the day is one day less than the actual period start date.

CLRT-72577 - Cannot log in to Timesheet Mobile app if the server is using SSO.

Steps to Reproduce:

1. Log in via the app to an On-Demand test system.

   Expected Result: Login is successful.

   Actual Result: Login fails.

CLRT-72810 - Order of tiles on MTM leads to inefficient usage.

Steps to Reproduce:

1. Open MTM.

   Expected Result: The top left tile is the most used one.

   Actual Result: This is the timesheet list, should be current timesheet or today.

CLRT-68261 - When a deactivated resource is locked or edited as a user, they should not become active resources again.

Steps to Reproduce:

1. Create a resource from the Resources link on the Home menu.
2. In Administration, Resources, make the user Active.
3. In Home, Resources, deactivate the resource.
4. In Administration, Resources, lock the user.

   Expected Result: Resource stays inactive.

   Actual Result: Resource becomes active.

CLRT-72349 - When a large number of tasks are added in one timesheet, it causes the Error TMA-0115 during the update.

Steps to Reproduce:

1. Log in to CA Clarity PPM and create a project "p_test1" that has 350 tasks "t_taskxxx" with assigned user "t_user".
2. Open 't_user' timesheet and add couple of tasks from this project. Enter hours and click "Save".
3. Add all tasks to the timesheet (350 tasks) and change the value in the time entries entered from step 2 and click "Save".

   Expected Result: The time entry value should be saved.

   Actual Result: The Error TMA-0115 appears.

CLRT-72382 - User without Timesheet global rights navigates to the timesheet list page will give system error.

Steps to Reproduce:

1. Create a user with only global right: Timesheet - Navigate.

2. Log in with this user.

3. Navigate to Personal - Timesheets.

4. Observe the issue.

   Expected Result: without error.

   Actual Result: System error.

Note:

■ The MTM App release 1.1.2 present on the Apple store is same as the MTM App release 1.1 on the Google Store.

■ The MTM App release 1.1.2 (or MTM App release 1.1) is recommended on CA Clarity PPM 13.2.0.3 and above.