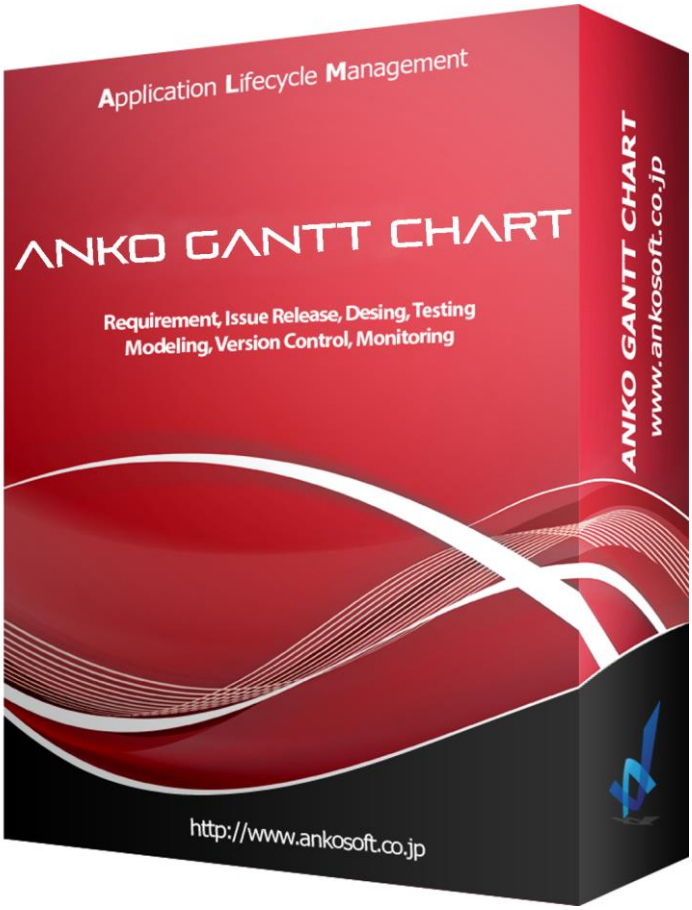
ANKO GANTT CHART Manual



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Ankosoft Inc.

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This manual describes ANKO GANTT CHART 3.2.2 version installed on Redmine 4.0.5 version. The screen image may differ depending on the version of Redmine to be installed, ANKO GANTT CHART version, OS of the PC, browser version, etc.

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Outline of ANKO GANTT CHART

"ANKO GANTT CHART" is Gantt Plugins of Redmine developed by Ankosoft. The existing "Gantt" of Redmine has only a function to display Issues in Gantt format, and when adding or editing Issues, it was necessary to move to the relevant page and the operability was not good.

"ANKO GANTT CHART" enables "add" and "edit" issues on Gantt page of Redmine. You can add and edit issues without leaving the Gantt page, which will greatly improve your work efficiency. This makes it easy to register WBS, etc. without stress.

"ANKO GANTT CHART" provides the following functions.

- New issue creation
- Subtasks creation
- Change of Gantt date by mouse drag & drop
- Issues change (edit/delete)
- Date display
- Issue Scheduled Start Date/Due Date
- Relationship with parent and version by mouse drag & drop
- Display columns customization and columns width adjustment
- Collapsible display function of lower hierarchy
- Gantt header auto scroll function
- Full screen display function
- Ability to specify default custom queries
- Holiday Configure
- Display of the number of weekday periods
- Display of guidelines
- GanttBulk update function
- Assignee search function

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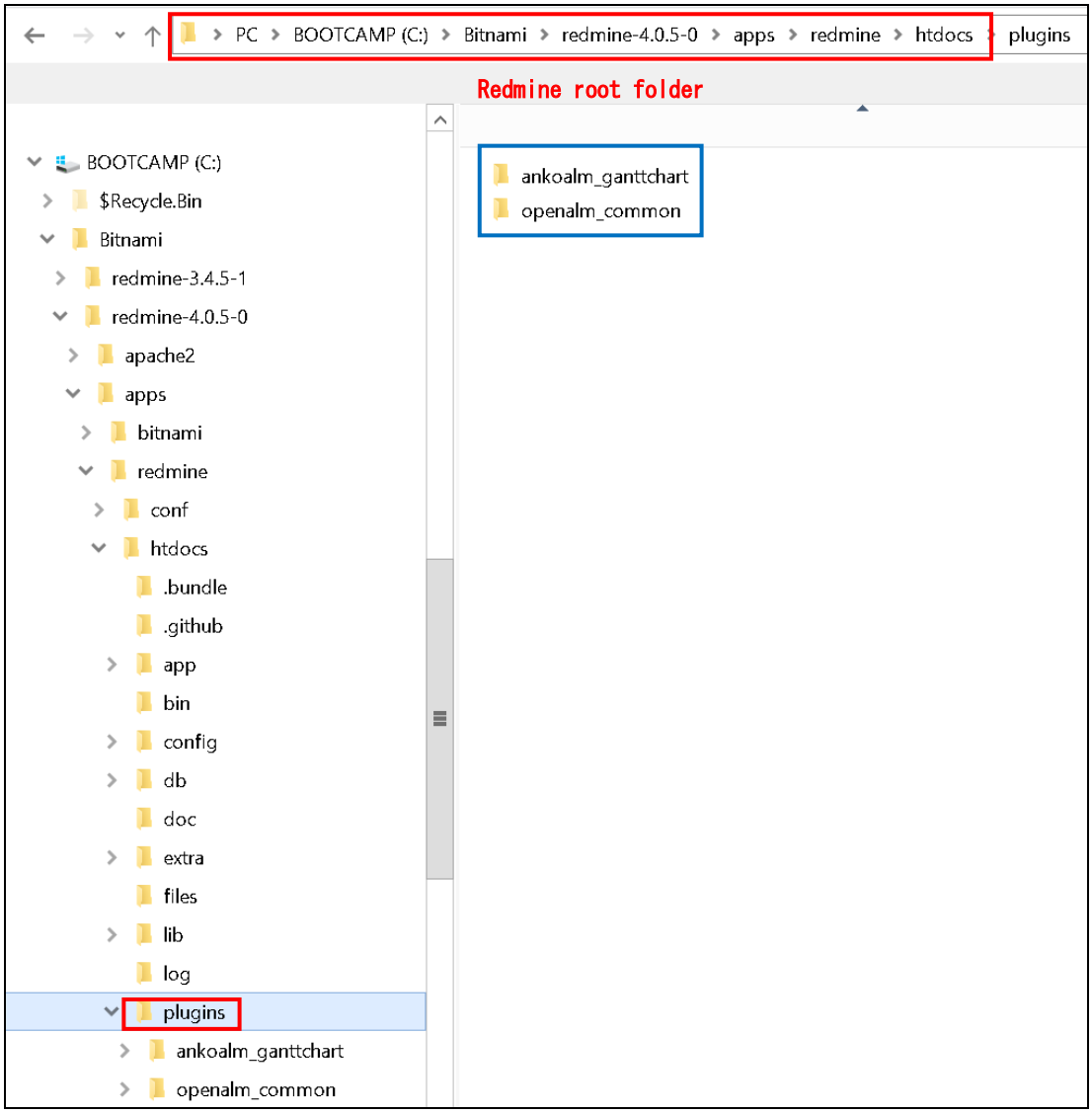
1. How to install/uninstall of ANKO GANTT CHART

1.1. Please decompress the compressed file provided by us to any folder.

1.2. There are two folders, "ankoalm_ganttchart" and "openalm_common", in the lower folder of the file decompressed in "1.1.". On the server where Redmine is installed, copy it to the "plugins" folder under the Redmine root folder as shown below.



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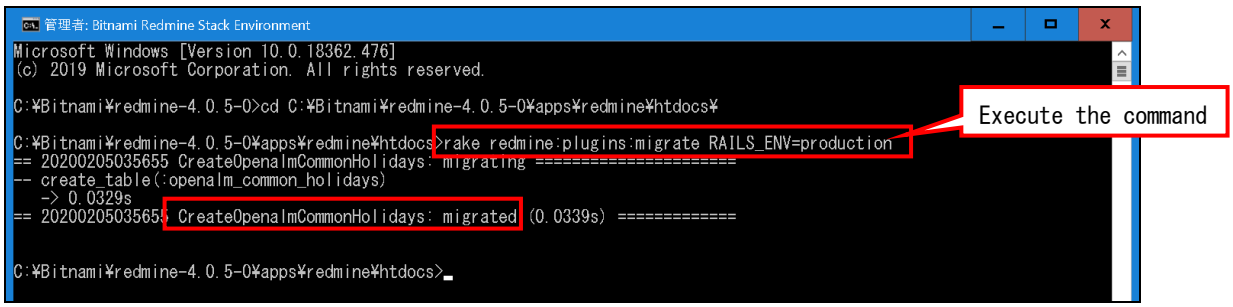
1.3. Please execute the following command as the user who installed Redmine in the root folder of Redmine.

```
rake redmine:plugins:migrate RAILS_ENV=production
```

If the above command causes an error, please execute the following command.

```
bundle exec rake redmine:plugins:migrate RAILS_ENV=production
```

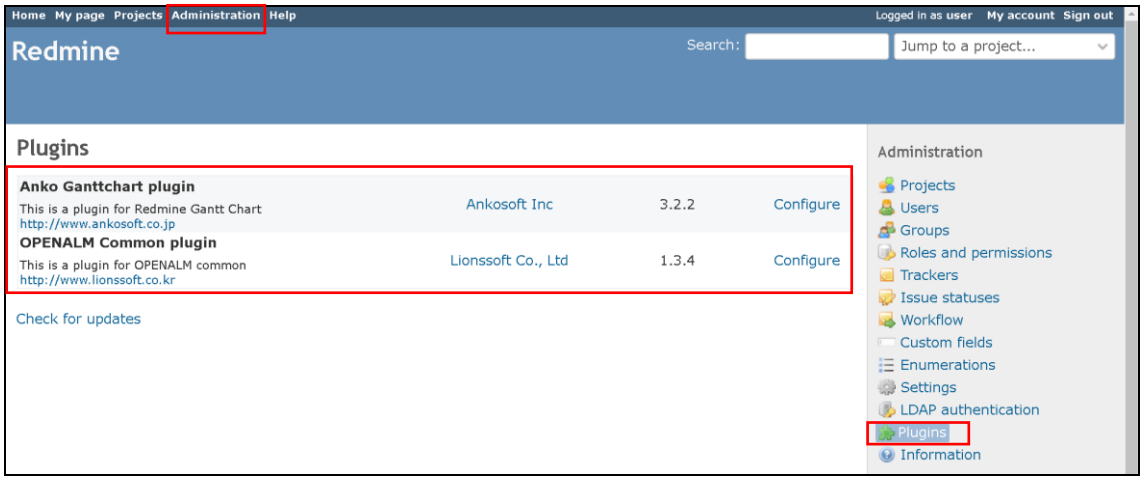
When executed successfully, the message "CreateOpenalmCommonHolidays: migrated" is displayed as shown below.



1.4. Reboot the web server.

1.5. Once the plugin is applied, you can see on the plugin list page(click "Administration"->"Plugins") that "Anko Ganttchart plugin" and "OPEN ALM Common plugin" have been applied.

(The version information in the figure below may differ from the actual version information)



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1.6. How to uninstall

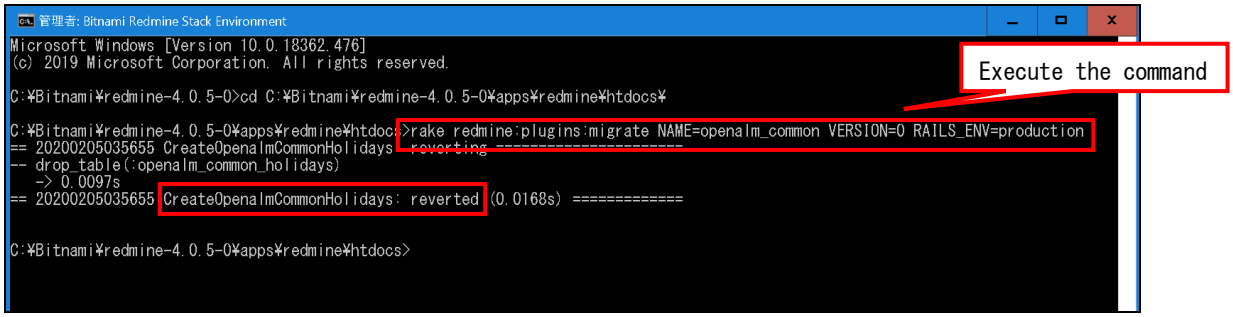
Please execute the following command as the user who installed Redmine in the root folder of Redmine.

```
rake redmine:plugins:migrate NAME=openalm_common VERSION=0 RAILS_ENV=production
```

If the above command causes an error, please execute the following command.

```
bundle exec rake redmine:plugins:migrate NAME=openalm_common VERSION=0 RAILS_ENV=production
```

When executed successfully, the message "CreateOpenalmCommonHolidays: reverted" is displayed as shown below.



Delete the two folders "ankoalm_ganttchart" and "openalm_common" from the "plugins" folder under the Redmine root folder and restart the web server.

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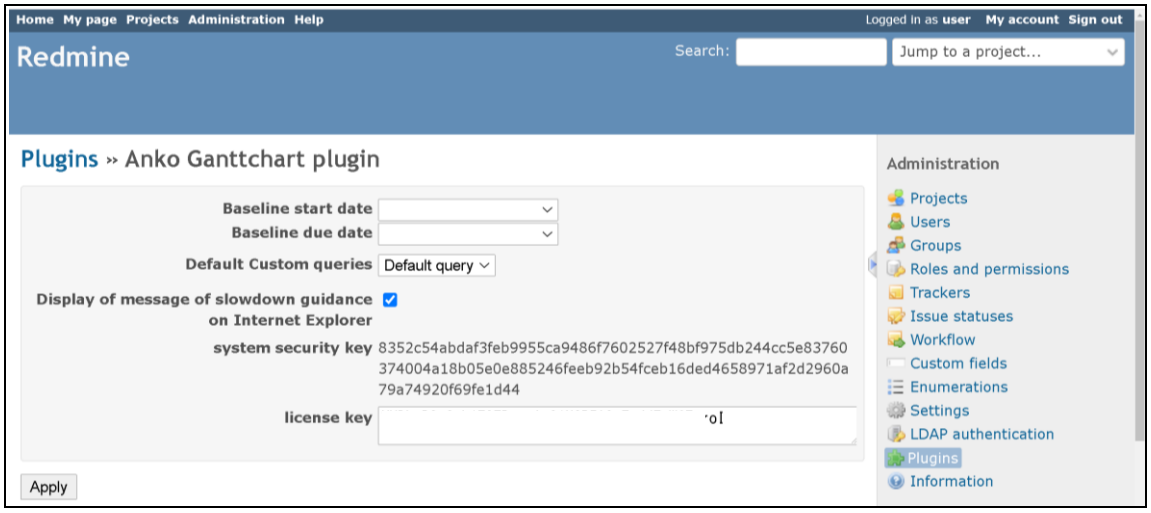
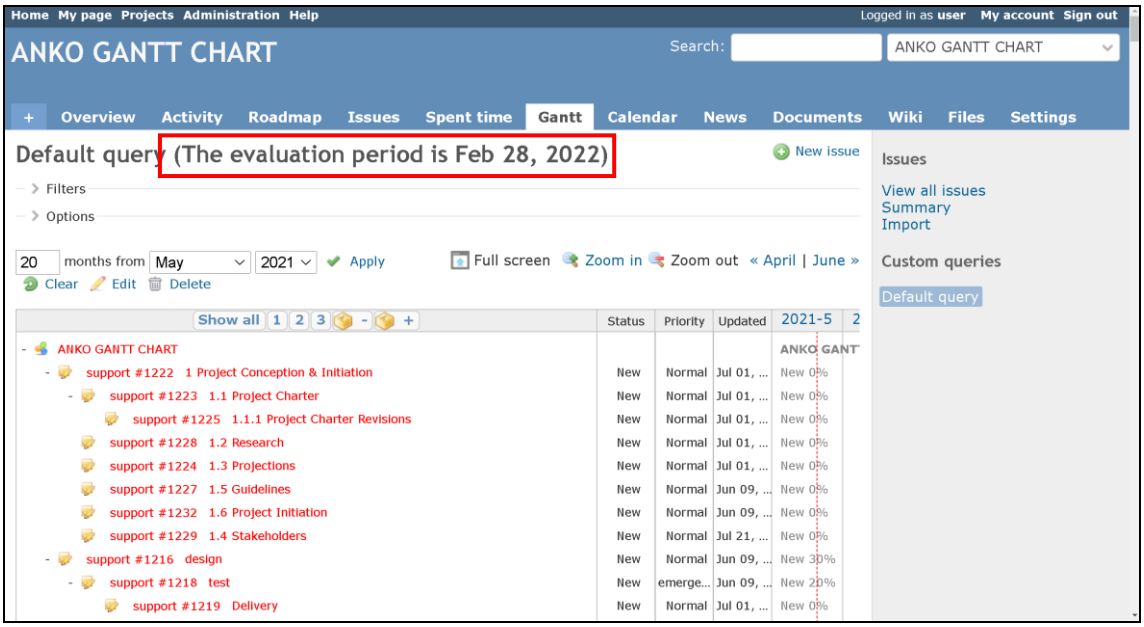
1.7. Login with Redmine administrator privileges and click "Administration"-> "Plugins"-> "ANKO Ganttchart plugin"-> "Settings" to display the ANKO Gantt chart setting screen as shown in the figure below.



1.8. Enter the license key we will give you in the license key registration field and click "Apply".

We will inform you of the license key in advance to those who use the evaluation version.

If you are using the evaluation version, when you open the "Gantt chart" page under each project of Redmine, the evaluation period will be displayed as shown in the figure below. Please evaluate within the period.



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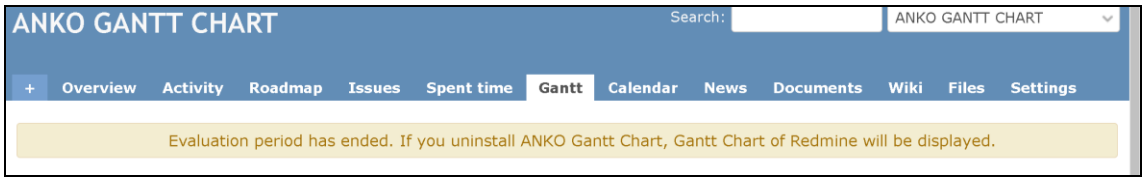
When the evaluation period is completed and the "Gantt Chart" page is opened, the guidance shown below will be displayed.
If you do not uninstall the evaluation version of ANKO Gantt chart by the method of "1.6.", the Gantt chart page of Redmine will not be displayed, so please uninstall ANKO Gantt chart.



1.9. If you purchased the retail version, please contact us with your system security key and we will give you the license key for the retail version. By entering the license key in the "License key registration field" and clicking "Apply", you can use it as a commercial version with no usage period limit. For details, refer to "2.3.".

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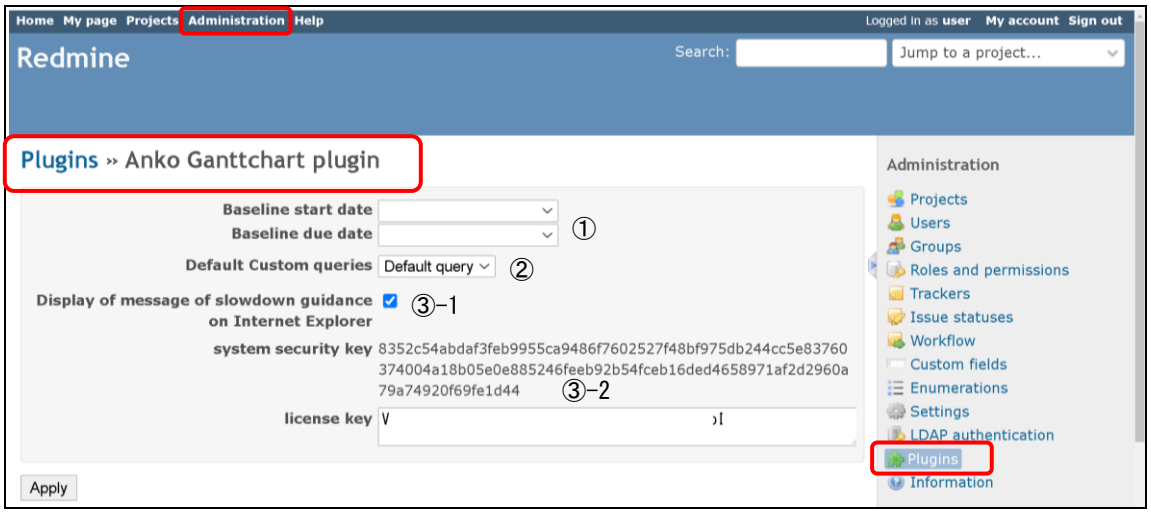
2. Configure of ANKO GANTT CHART

2.1. Click "Administration"->"Plugins"->"ANKO Ganttchart plugin"->"Configure", The ANKO GANTT CHART Configure page will appear as shown below.

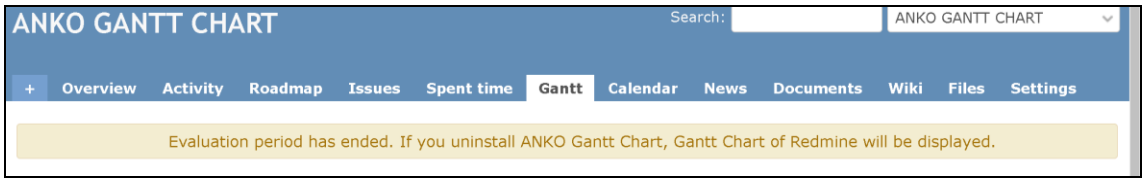


For how to configure each item, refer to the references shown in the table below.

No	Field name	References
①	Baseline start date, Baseline due date	Chapter "8."
②	Default Custom queries	Chapter "14."
③-1	Display of message of slowdown guidance on Internet Explorer	Chapter "2.2"
③-2	License key registration	Chapter "2.3"

2.2. When you open the Gantt chart page in IE, if the number of tickets exceeds 500, the guidance will be displayed. If you turn off "Display of message of slowdown guidance on Internet Explorer ", the guidance will not be displayed.

2.3. If you open the "Gantt Chart" page without entering the correct license key in the "License Key Registration" field, the message of the end of the evaluation period will be displayed as shown in the figure below.



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Click "Administration"-> "Plugins"-> "ANKO Ganttchart plugin"-> "Settings" and contact us with the "System Security Key" displayed on the settings screen. We will inform you of the "license key" that will be paired with the "system security key", so you can use the Gantt chart by entering it in the "license key registration" field and clicking "apply".
The "system security key" and "license key" are based on the value "secret_token" which is the unique identification information of Redmine. By executing "rake generate_secret_token" when installing Redmine, "secret_token" will be generated.
If the "secret_token" is changed for any reason, the "system security key" and "license key" will also be changed. In that case, please tell us the new "system security key". We will tell you the new "license key".

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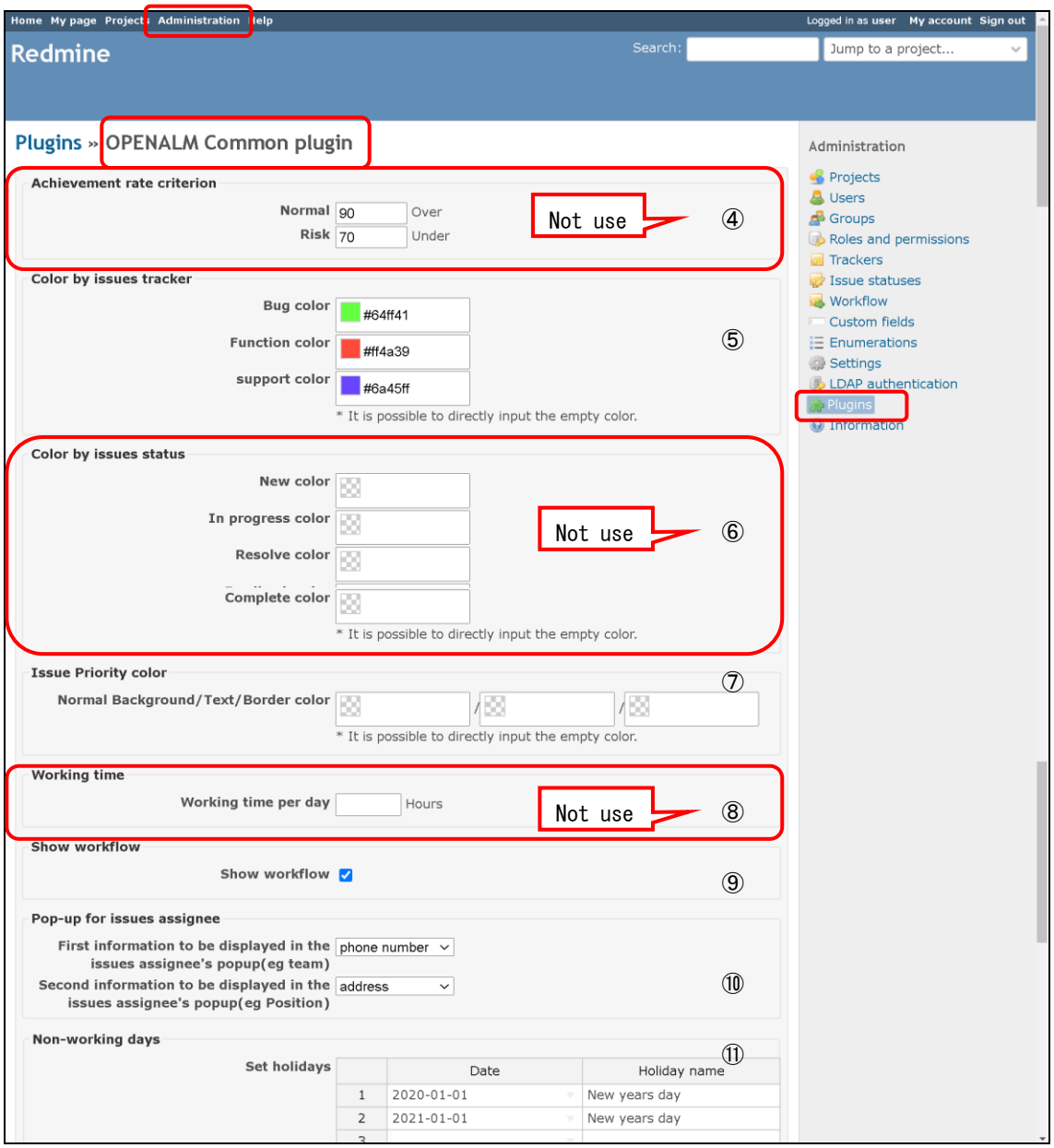
2.4. Click "Administration"->"Plugins"->" OPENALM Common plugin "->"Configure", The OPENALM Common plugin Configure page will appear as shown below.

"Achievement rate criterion", "Color by issues status", "Working time" are not used in "ANKO GANTT CHART". Please keep the default value.



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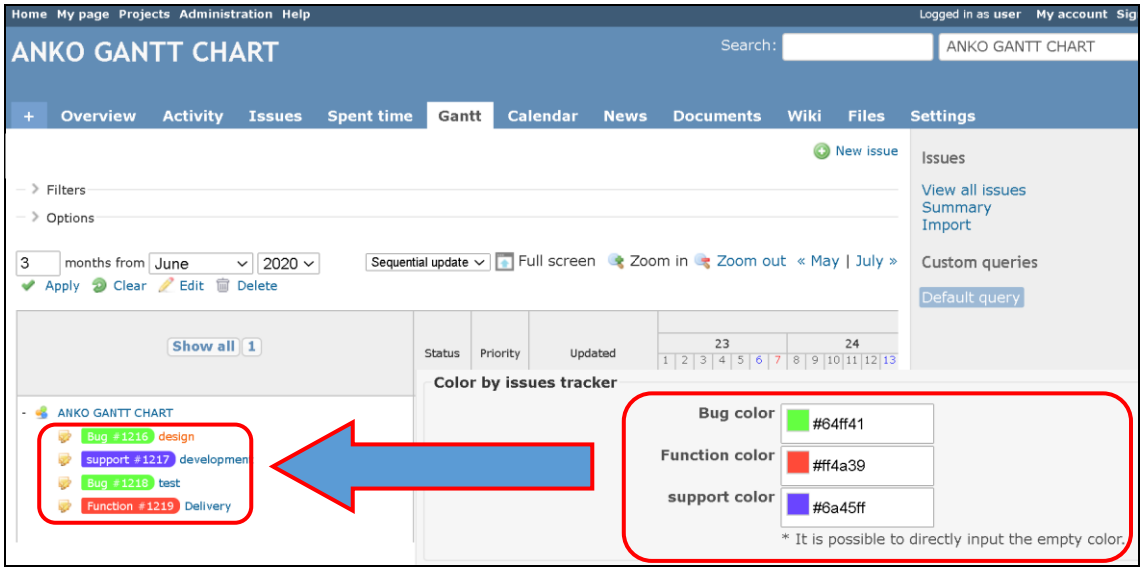
For how to configure each item, refer to the references shown in the table below.

No	Field name	References
④	Achievement rate criterion	Not use
⑤	Color by issues tracker	See description below
⑥	Color by issues status	Not use
⑦	Issue Priority color	See description below
⑧	Working time	Not use
⑨	Show workflow	Chapter "23."
⑩	Pop-up for issues assignee	Chapter "21."
⑪	Non-working days	Chapter "15."

The color specified in "Color by issues tracker" is applied to the issues tracker name part in the issues title section of the Gantt chart.



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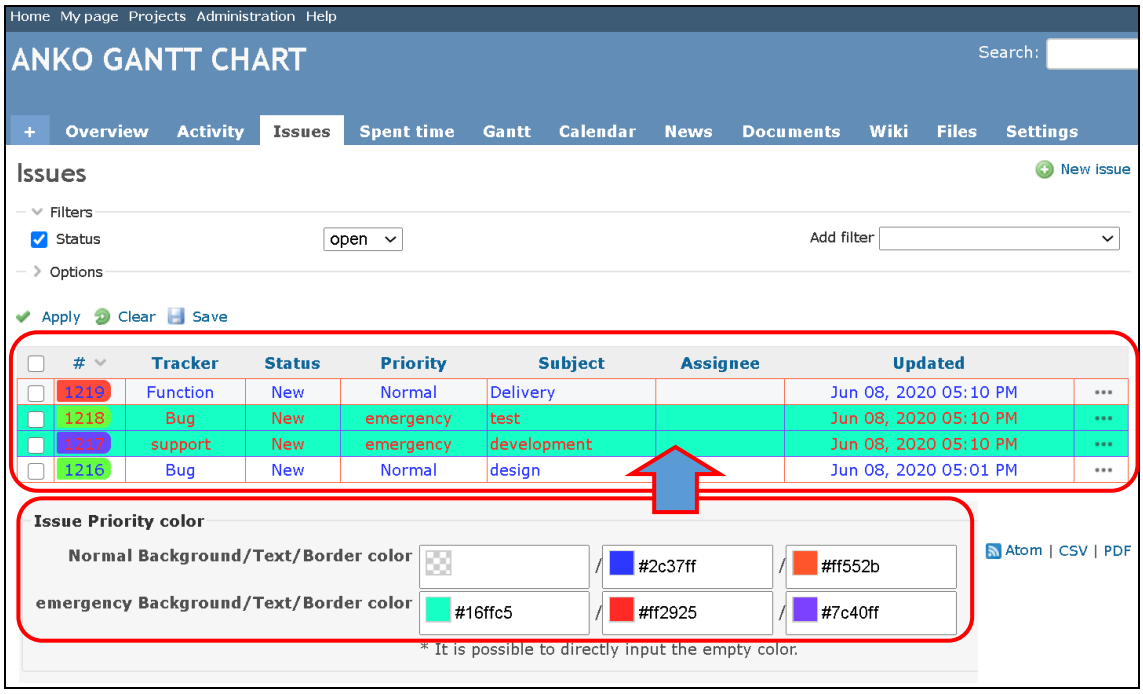
The color specified in "Issue Priority color" will be applied to each priority on the "Issues" page. You can specify the color for "Background color", "Text color" and "Border color".



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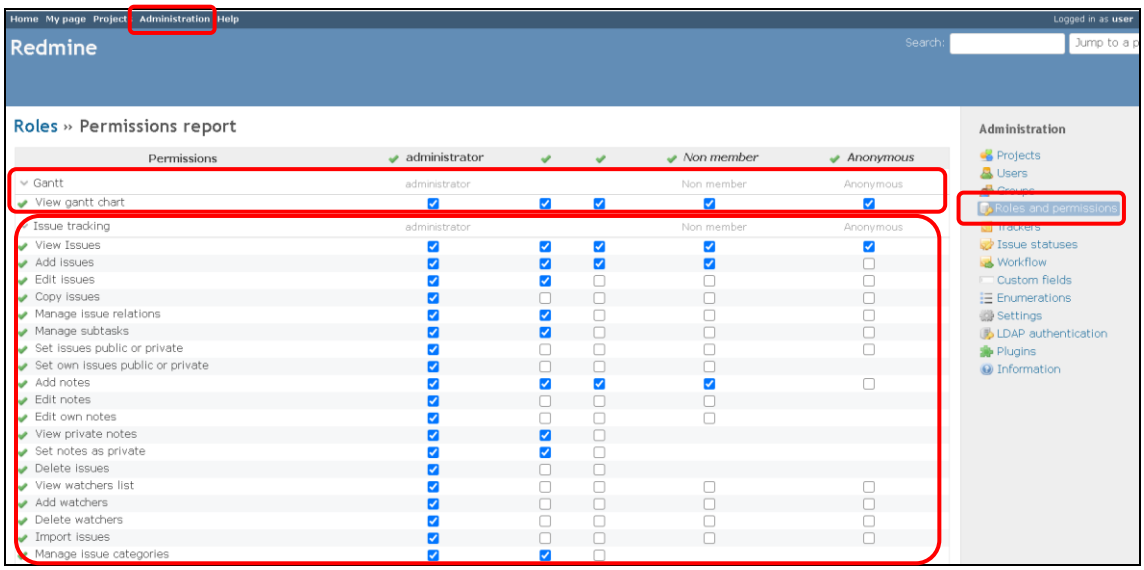
2.3. Click "Administration"->"Roles and permissions"->"Permissions report", at "Gantt" and "Issue tracking", please grant the authority.



When "View gantt chart" is turned off, the "Gantt menu" is not displayed on the project page.
When "Add issues" is turned off, the "New issue" link does not appear on the Gantt page.

In order to use all the features described in this manual, the required items must be turned on.
(View Issues, Add issues, Edit issues, Copy issues, Manage issue relations, Manage subtasks, Set issues public or private, Set own issues public or private, Add notes, Edit notes, Edit own notes, View private notes, Set notes as private, Delete issues, View watchers list, Add watchers, Delete watchers, Import issues, Manage issue categories)

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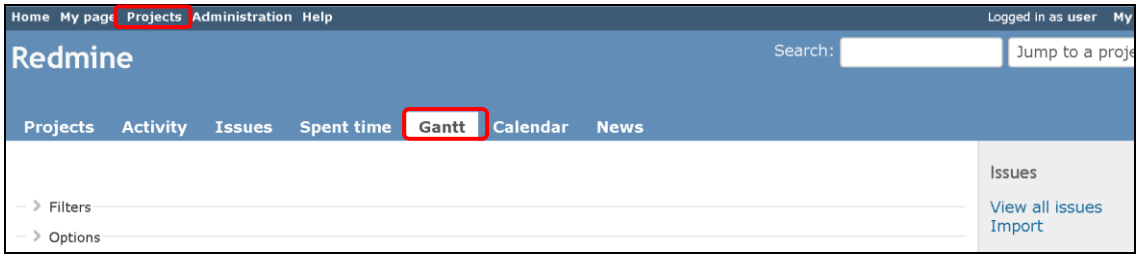
3. How to create new issues

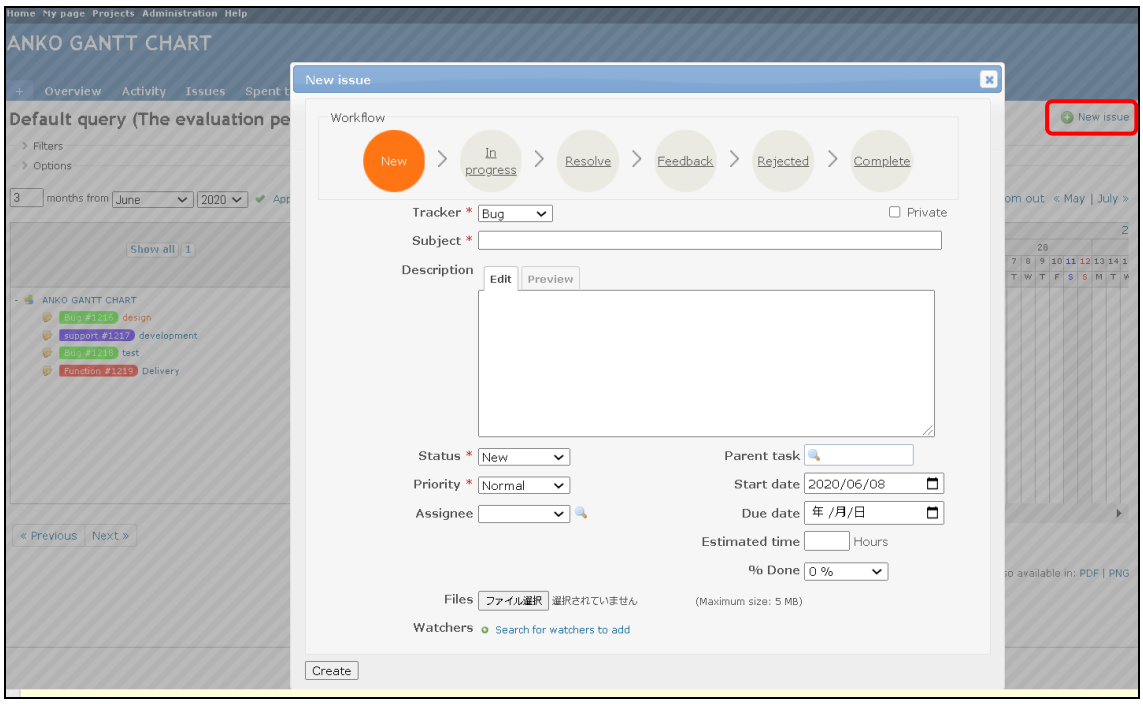
This section describes how to create new issues on the Gantt page.

If you click "Projects"->"Gantt", the Gantt page is displayed, but it does not provide the "ANKO GANTT CHART" function.



Be sure to open the Gantt page by clicking "Gantt" in the Projects menu after moving to any project in Redmine.
This prerequisite is a mandatory prerequisite common to all features in this manual.

3.1. On the Gantt page, click "New issue".
The "New issue" window will be displayed. Enter the necessary items and click "Create".



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3.2. The following supplementary items are common to the following items.
(ANKO GANTT CHART conforms to the basic Redmine Gantt specifications, and the following content is the basic Redmine Gantt specifications.)

A. If both "Start date" and "Due date" do not contain valid dates, Gantt chart will not be displayed.
B. The permutations displayed by Gantt are automatically sorted and displayed in ascending order of Start date.
C. Due date cannot be registered with date older than Start date.
D. In order to register and fix issues, you need to be authorized in Redmine.

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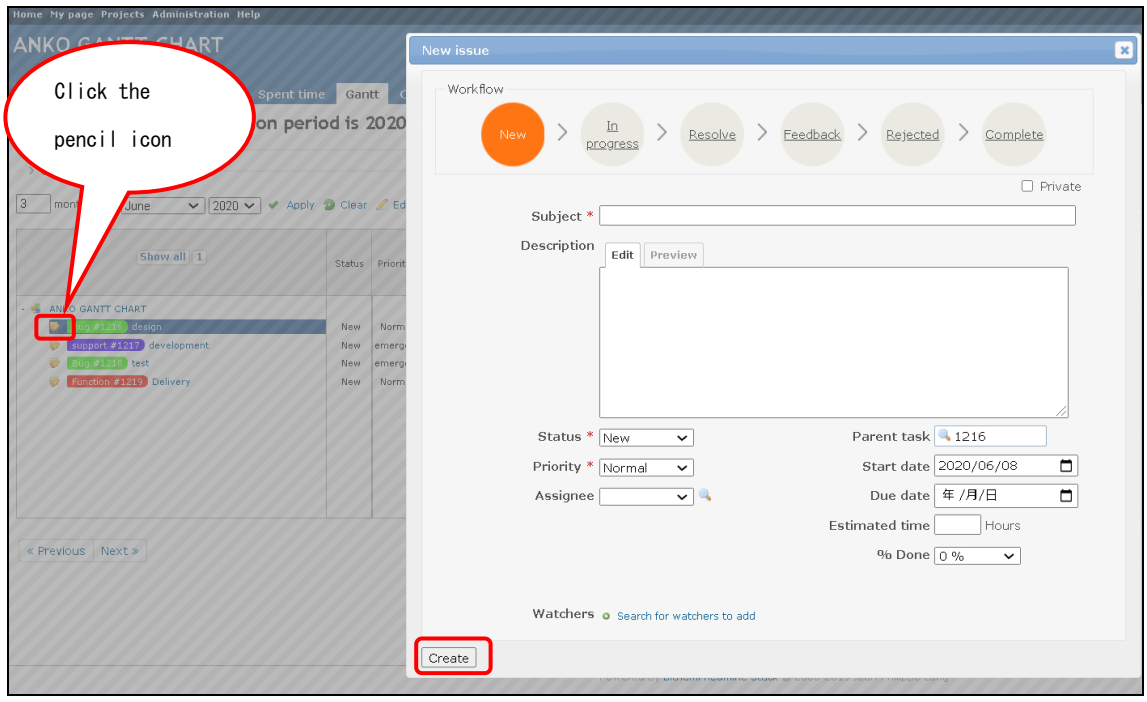
4. How to create Subtasks

This section describes how to create new Subtasks from Gantt page.

4.1. On the Gantt page, if you click the pencil icon ( ) in front of the Issues name, the "New issue" window will appear. Enter the necessary items and click "Create" and create new subtasks.



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5. How to change the issue date

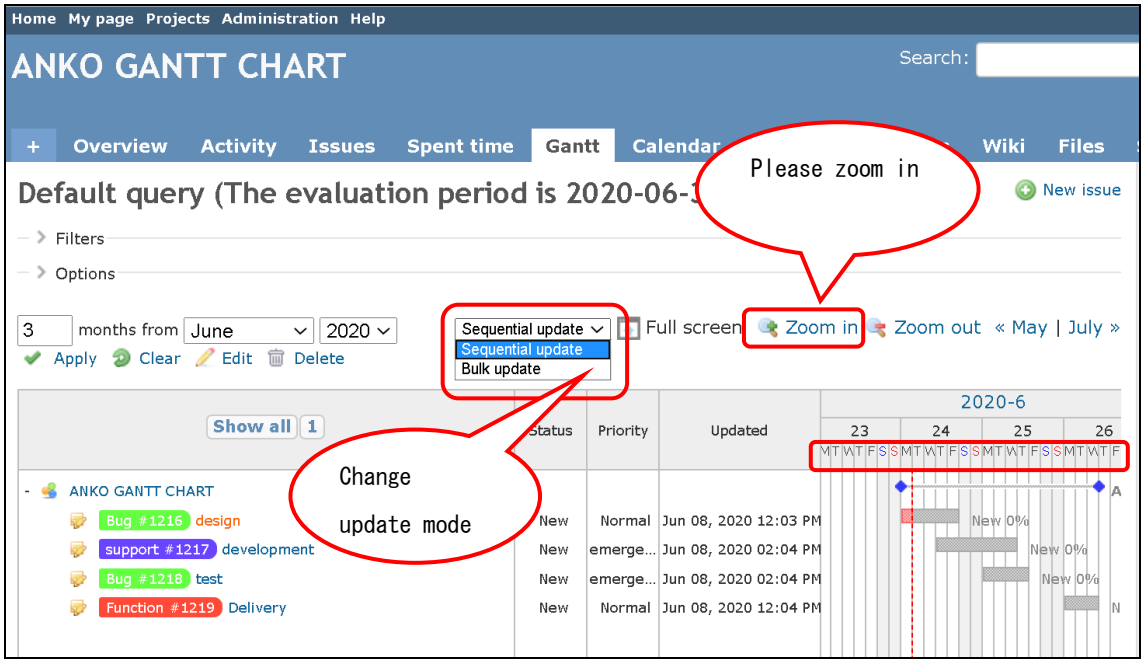
You can change the issue date from the Gantt page.

To change the issue date, by dragging Gantt with the mouse.

5.1. You can change the date by dragging the Gantt chart you want to move (click "Zoom in" and you can only drag it for zoom rates that show the day of the week).

You can select the mode to change the date of Gantt chart by dragging the mouse. The basic mode is "Sequential update". In Sequential update mode, drag Gantt chart with mouse to update the information immediately.

In case of "Bulk update", after changing the date of multiple Gantt chart, the information is updated collectively.



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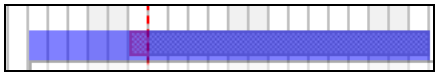
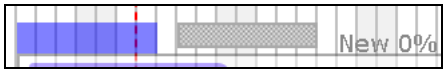
5.2. You can change the Start date or Due date by dragging the end of Gantt chart or dragging Gantt chart itself left or right. A semi-transparent Gantt chart bar is displayed above the original Gantt chart bar as shown below, so when you finish dragging anywhere, the information will be reflected.

When dragging the right edge

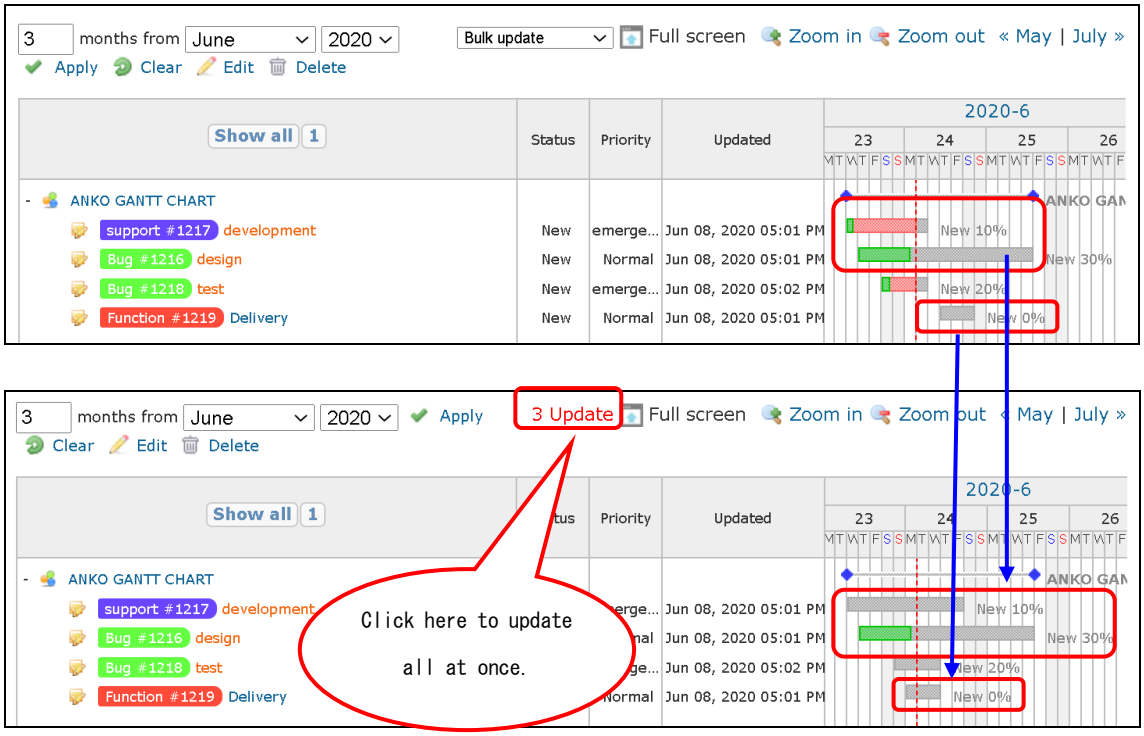


When dragging the left edge



When dragging the Gantt Chart itself

5.3. In "Bulk update" mode, the Gantt chart that has been changed is displayed in gray and the number of updates is displayed as shown below. If you want to confirm the changed information, click "XX Update" to update Bulk. If you move to another page without confirming the changed information, the updated information will not be registered in Redmine.



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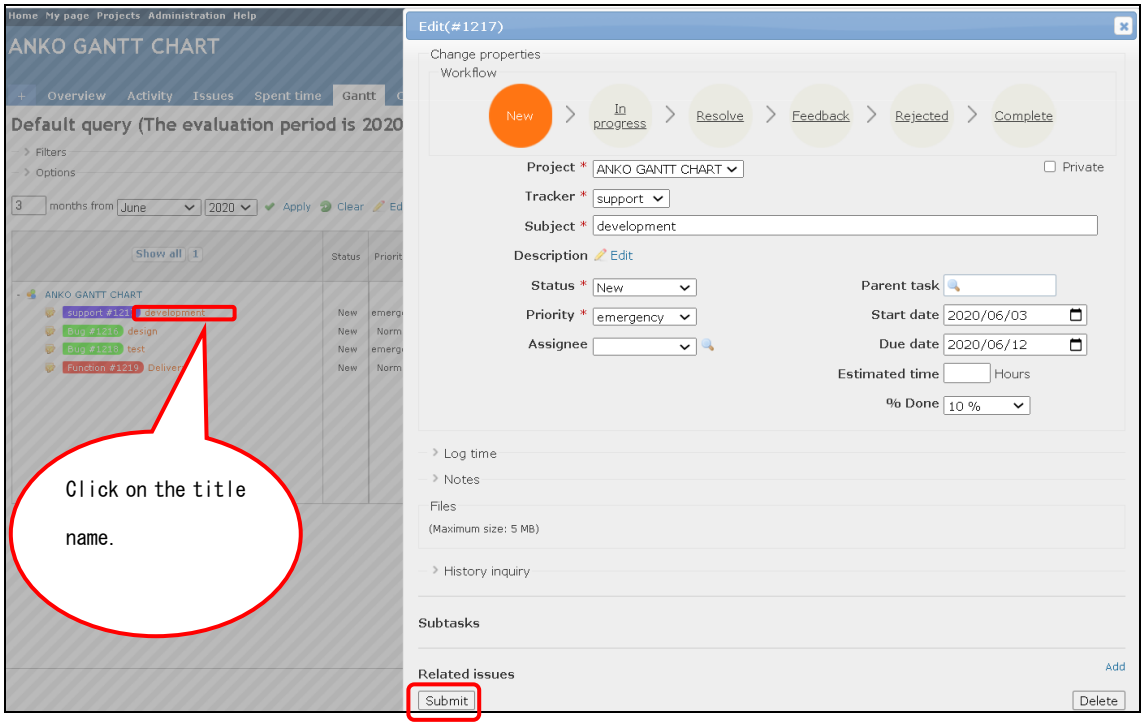
6. How to change issues

It appears in the "Edit" popup window on the Gantt page. You can easily edit/change the contents of Issues.

[How to display the "Edit" popup window]

6.1. On the Gantt page, click on the issue title to open a pop-up window where you can edit the page. Please correct the necessary parts and click "Submit".



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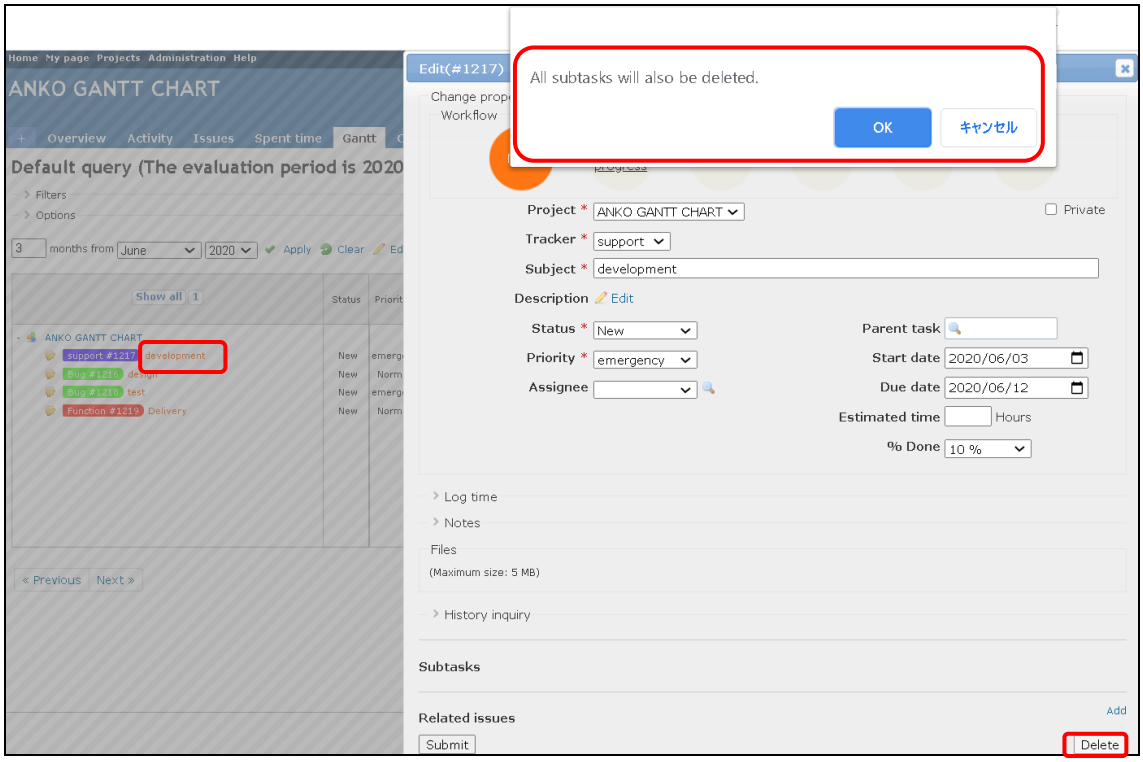
[How to delete issues]

6.2. If you have permission to delete issues, you can delete issues in "6.1." by clicking the "Delete" button.

If there are Subtasks in the issue, all Subtasks under it are also deleted.



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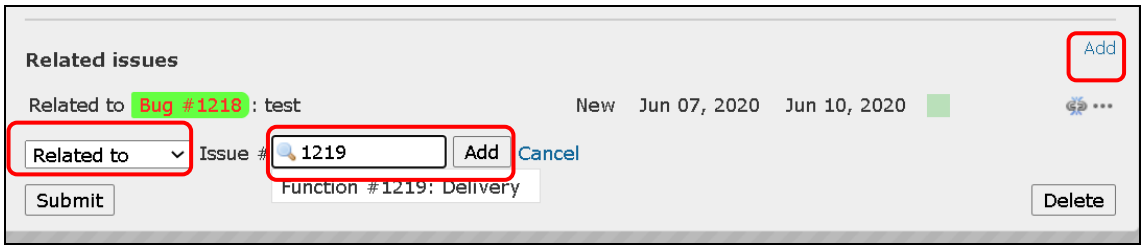
[How to add related issues]

6.3. Click "Add" to the right of "Related issues" on the "Edit" popup window, and the "Related issues" pull-down will be displayed. Select any item, enter the Issue number, etc. and click "Add".



[How to delete relation]

6.4. Click the icon( ) to delete relation.

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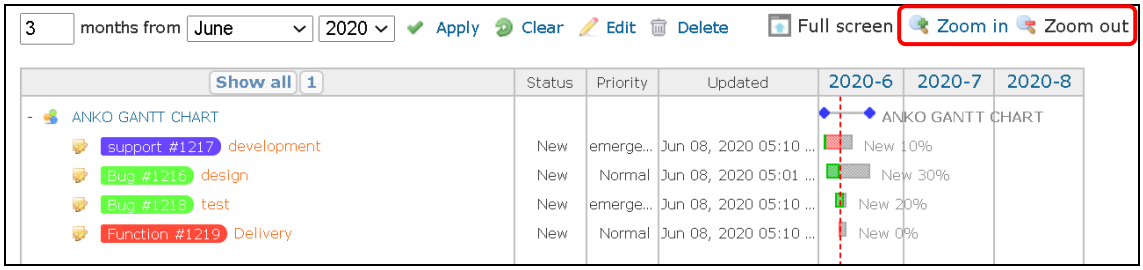
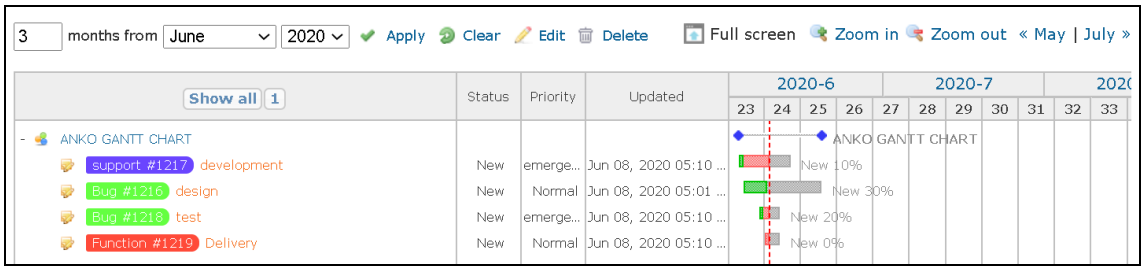
7. Date display

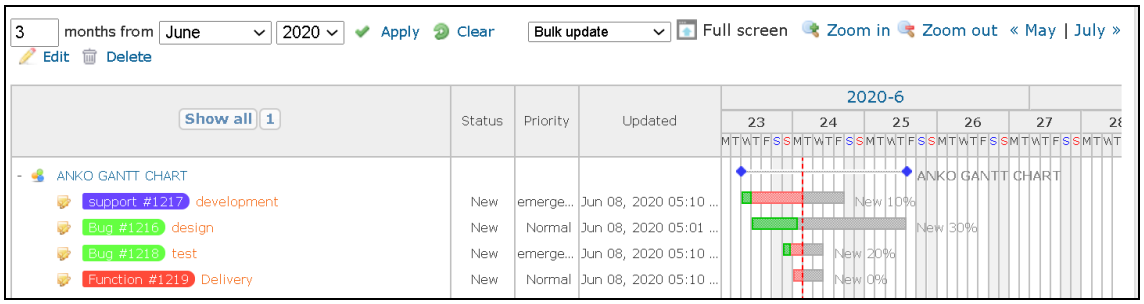
You can change the display format of Gantt by clicking "Zoom in" or "Zoom out".
There are four display formats.

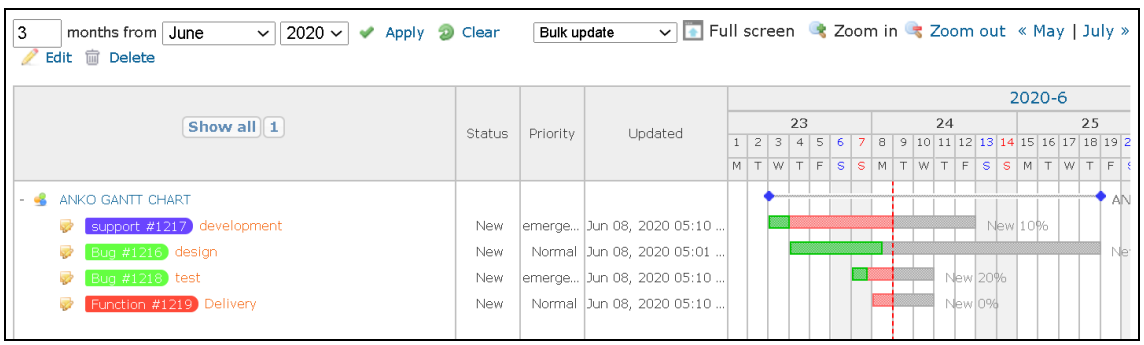
In the two display formats shown below, the date cannot be changed by dragging the mouse.





In the two display formats shown below, the date can be changed by dragging the mouse.





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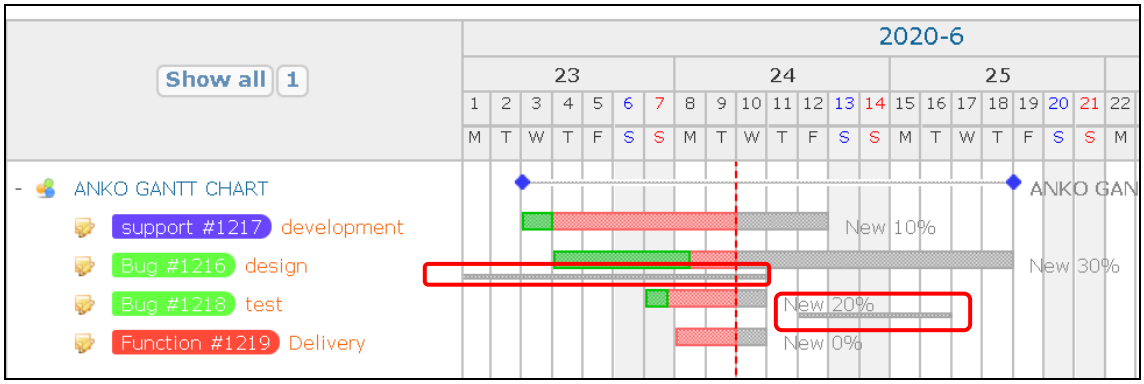
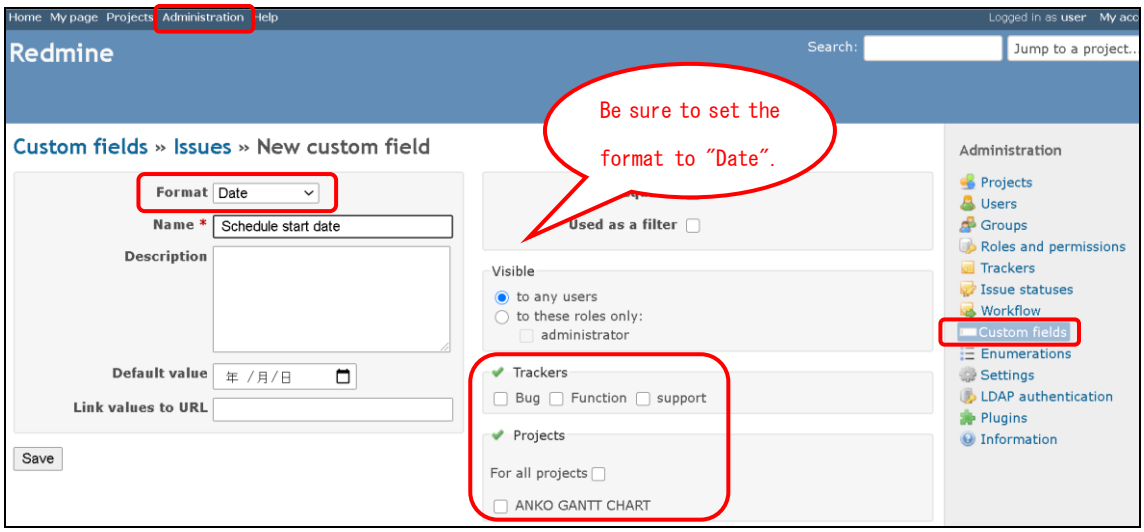
8. Show issue schedule line

Fixed "Start date", "Due date" in Gantt according to the progress of actual task, but could not confirm Start date/Due date in the original planning stage. In ANKO GANTT CHART, you can visually check the gap between the schedule and the actual progress by displaying the schedule Start date/Schedule Due date in Gantt at the planning stage. The gray line surrounded by the red frame in the figure below is the "scheduled line".



[Configure]

8.1. Click "Administration"－＞"Custom fields"－＞"New custom field", at "New custom field", select "Issues" and click "Next", after then, at "Format", select "Date", and set Trackers and Projects, and click "Save" to save data.



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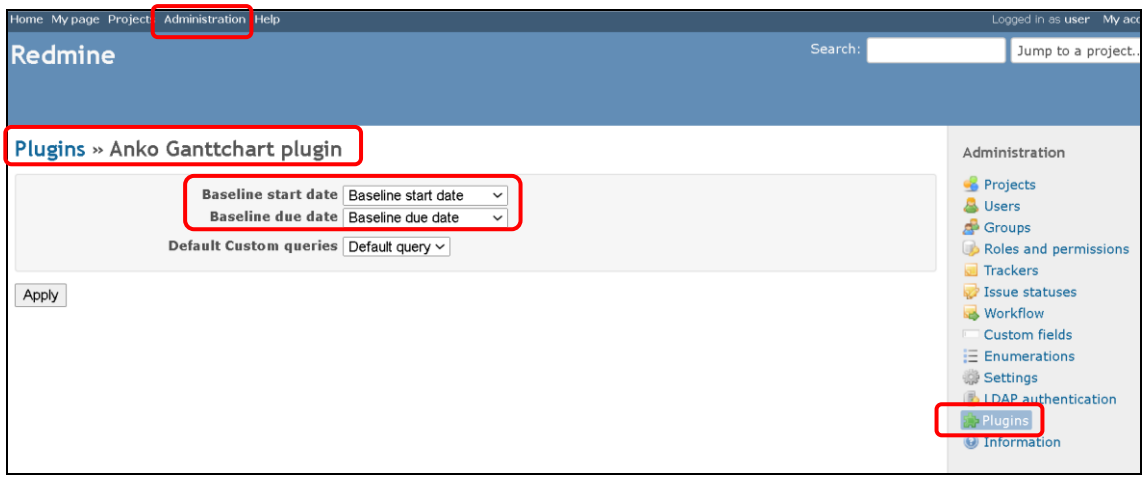
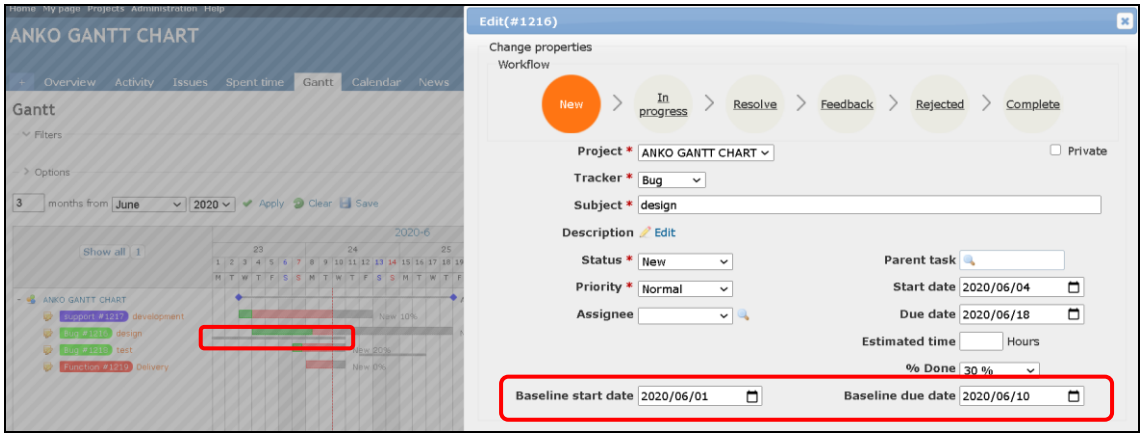
8.2. Click "Administration"->"Plugins"->"ANKO Ganttchart plugin"->"Configure", at then, select at "Baseline start date" and "Baseline due date" to set the field created in "8.1.".



[Reflected in the schedule line]

8.3. When New issue、Issues edit, set "Baseline start date" and "Baseline due date" to be reflected in the schedule line.



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9. Relationship with parent and version by mouse drag & drop

9.1. When you move your mouse closer to the Issue title, it will be highlighted in yellow.

9.2. In that state, drag to the parent Issues or version title you want to specify.

9.3. The page will be refreshed and you can associate it with the parent issues or version.

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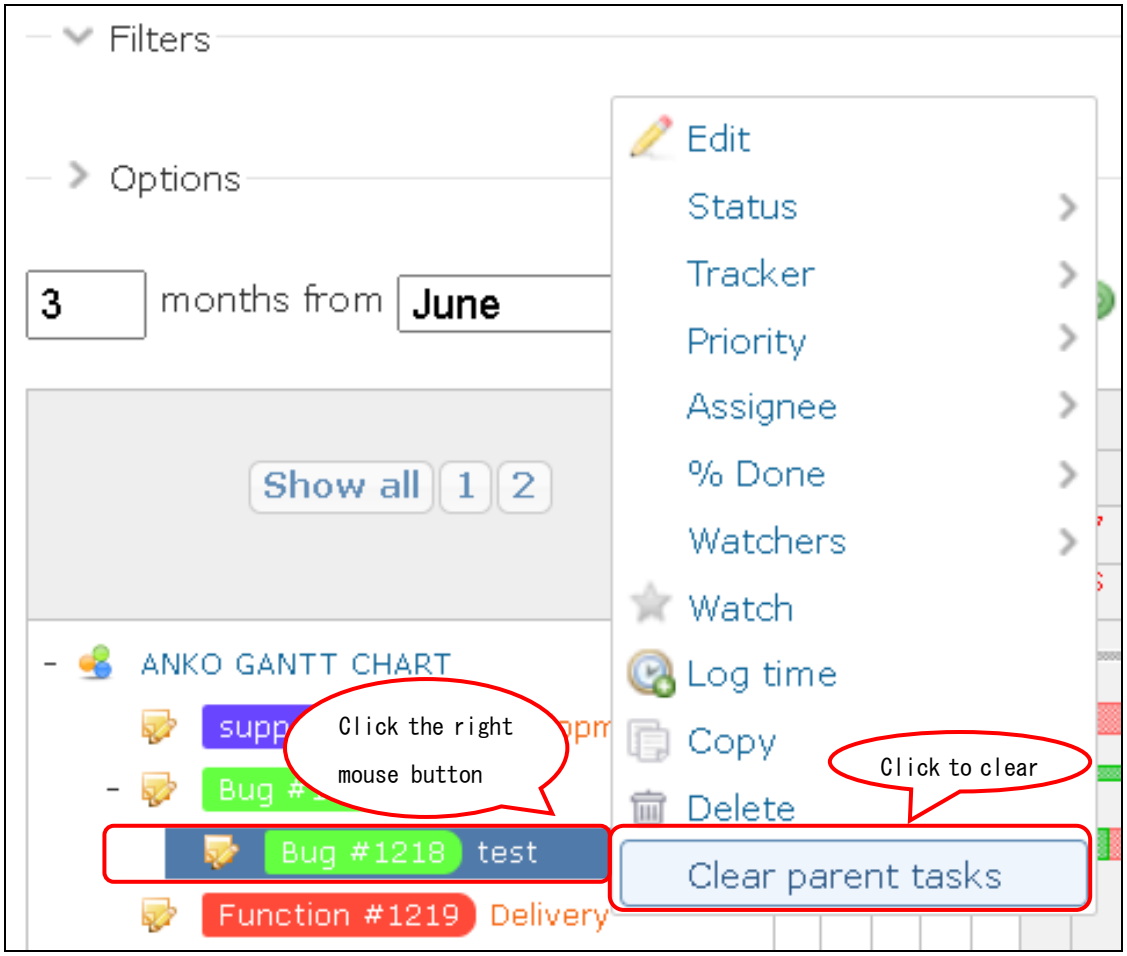
9.4. If you click the left mouse button on the blank area in the Issues title field, it will become blue as shown in the figure below and it will be in the selected state. In that state, click the right mouse button to display the submenu. By selecting any menu, you can clear the relationship with the parent issues or the version.



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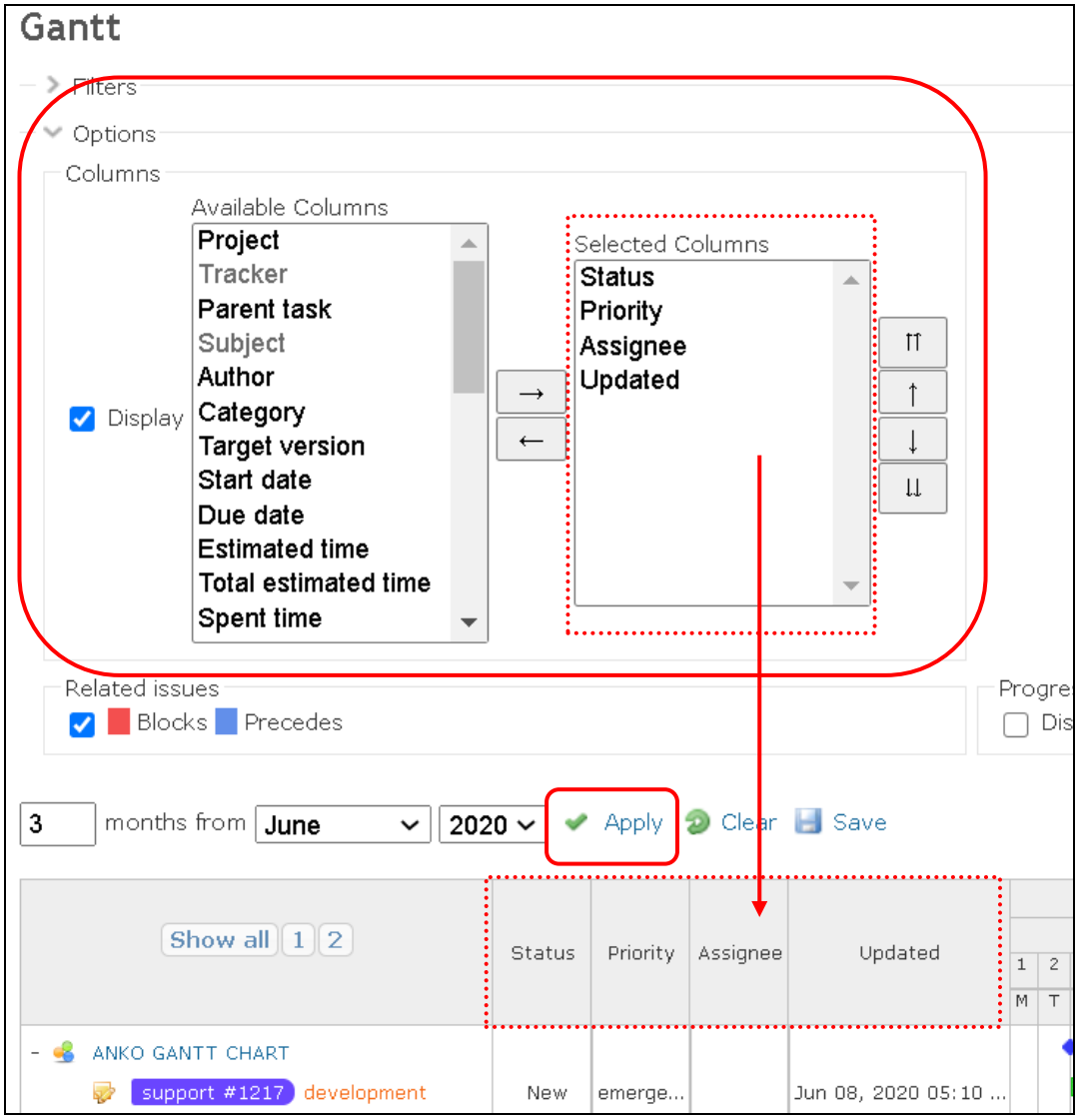
10. Display columns customization and columns width adjustment

10.1. Click "Options" on the Gantt page, check "Display" on in the "Columns", move the columns you want to display to "Selected columns", and click Apply.



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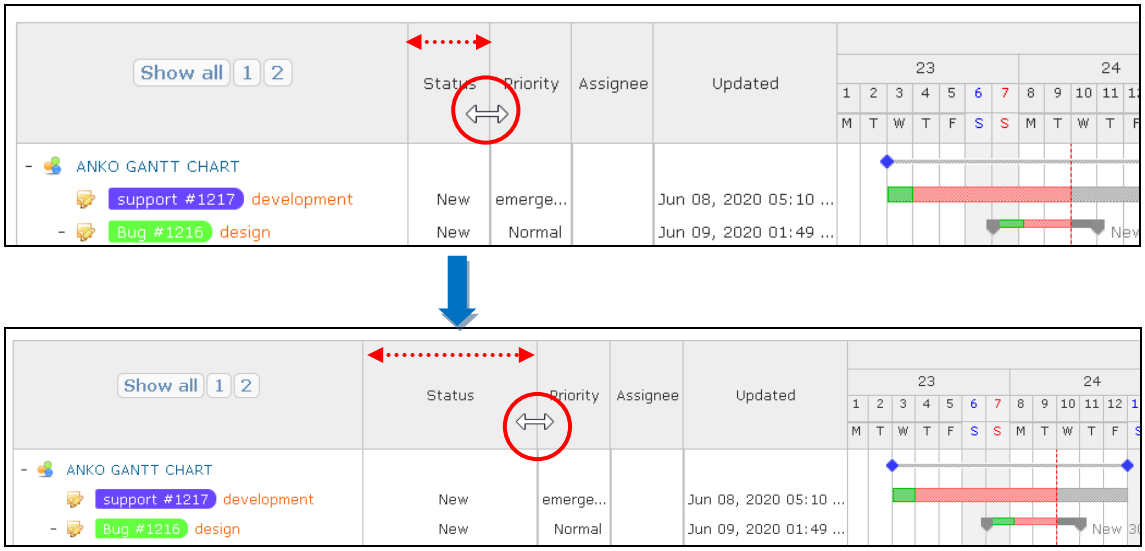
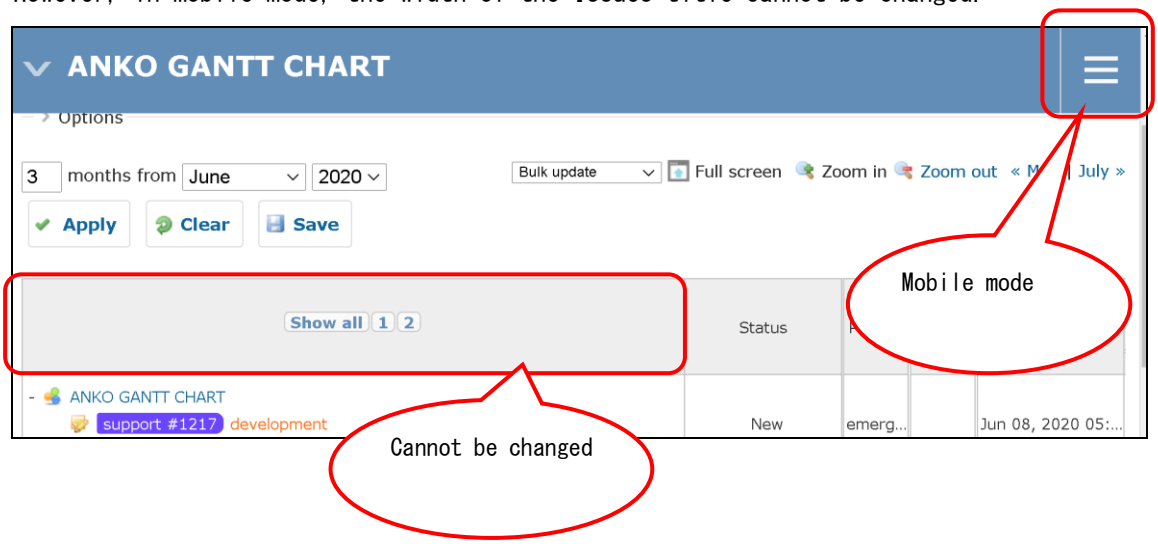
10.2. When you move the mouse over the border of each column, the mouse icon changes as . In this state, drag the mouse to adjust the width and then release the mouse click to fix.



However, in mobile mode, the width of the Issues title cannot be changed.



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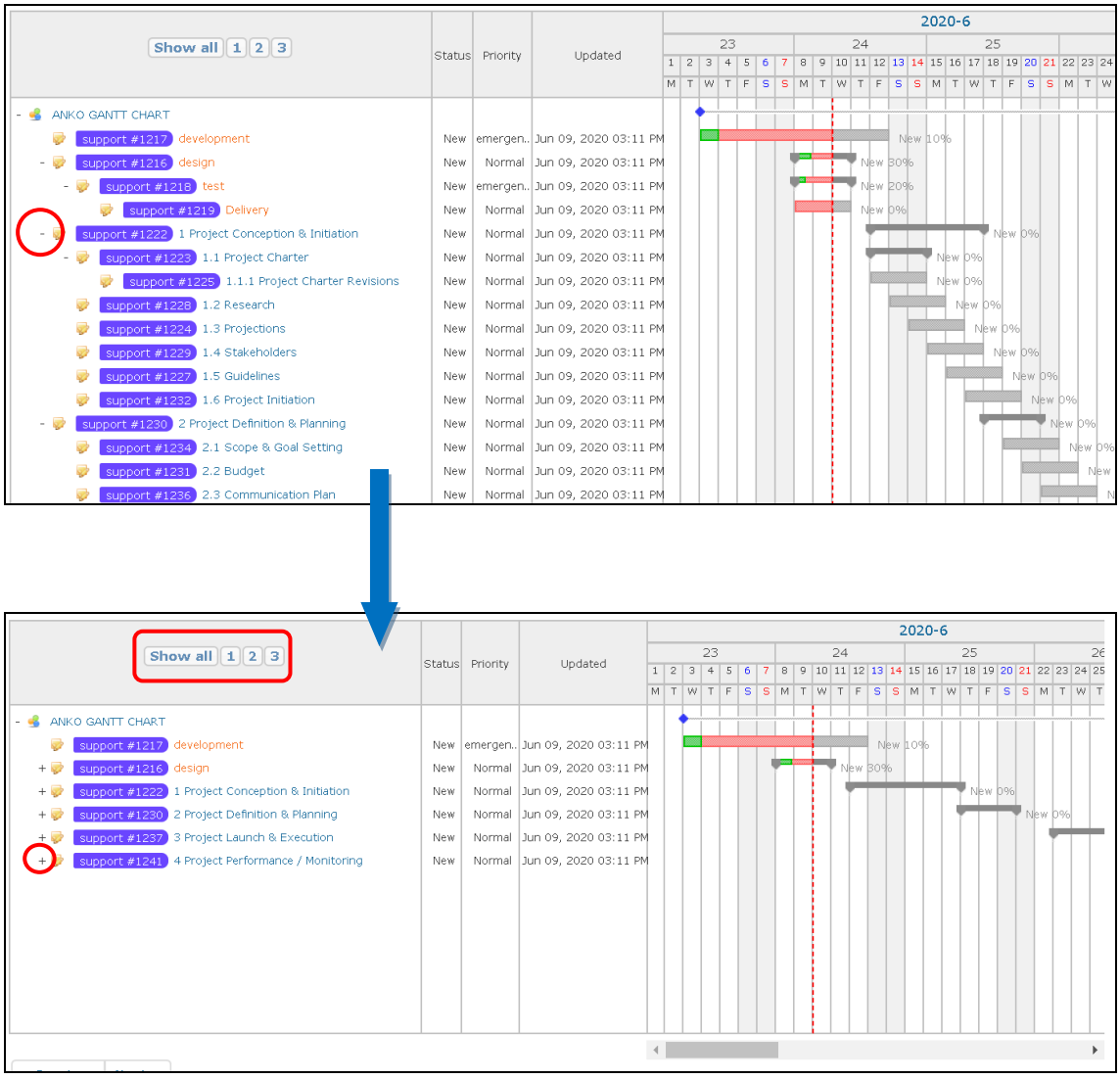
11. Collapsible display function of lower hierarchy

If there are upper and lower layers such as Projects, Issues, and versions, you can collapse and display the lower layers.

11.1. A "-" icon is displayed for Projects, Issues, and versions that have lower levels. Click the "-" icon to collapse all subordinate levels belonging to the issue. Click the "+" icon to open the lower hierarchy.

Buttons such as "Show all","1", and "2" are displayed in the title of the Issues column. If you click "1", only one level issues will be displayed.



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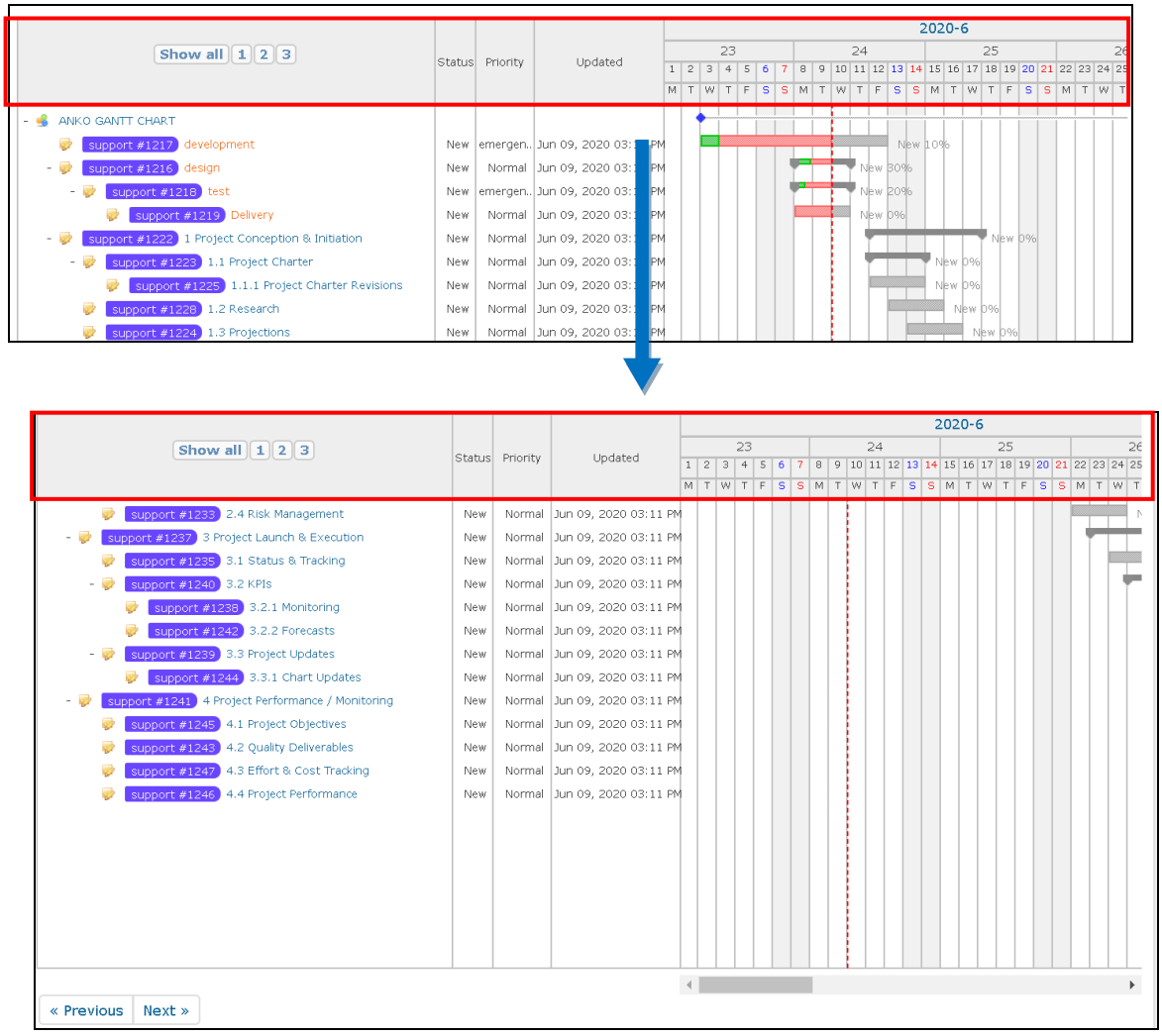
12. Gantt header auto scroll function

12.1. When you scroll the page vertically, the header part of Gantt automatically scrolls, so you can always check the columns name.



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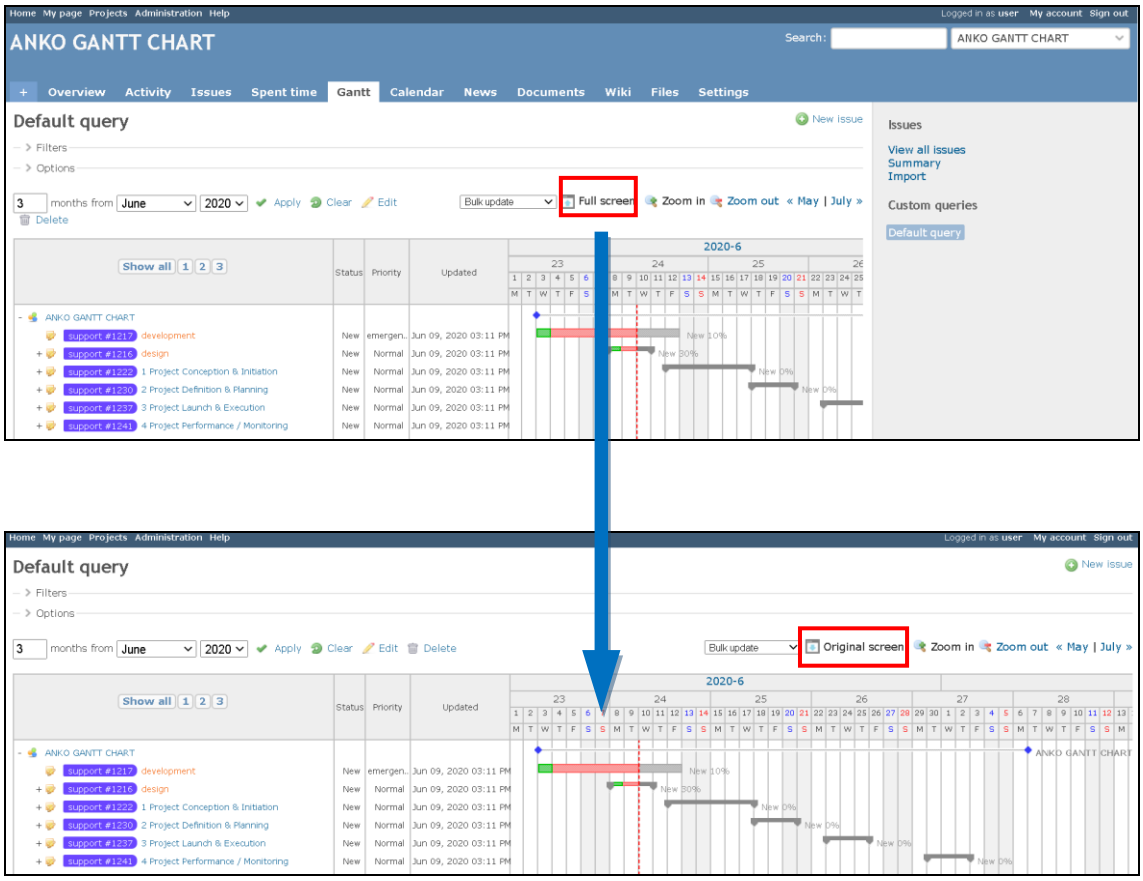
13. Full screen display function

13.1. Click "Full Screen" to display the Gantt page full screen. To return to the original display, click "Original screen". You can check more information on one screen with this function.



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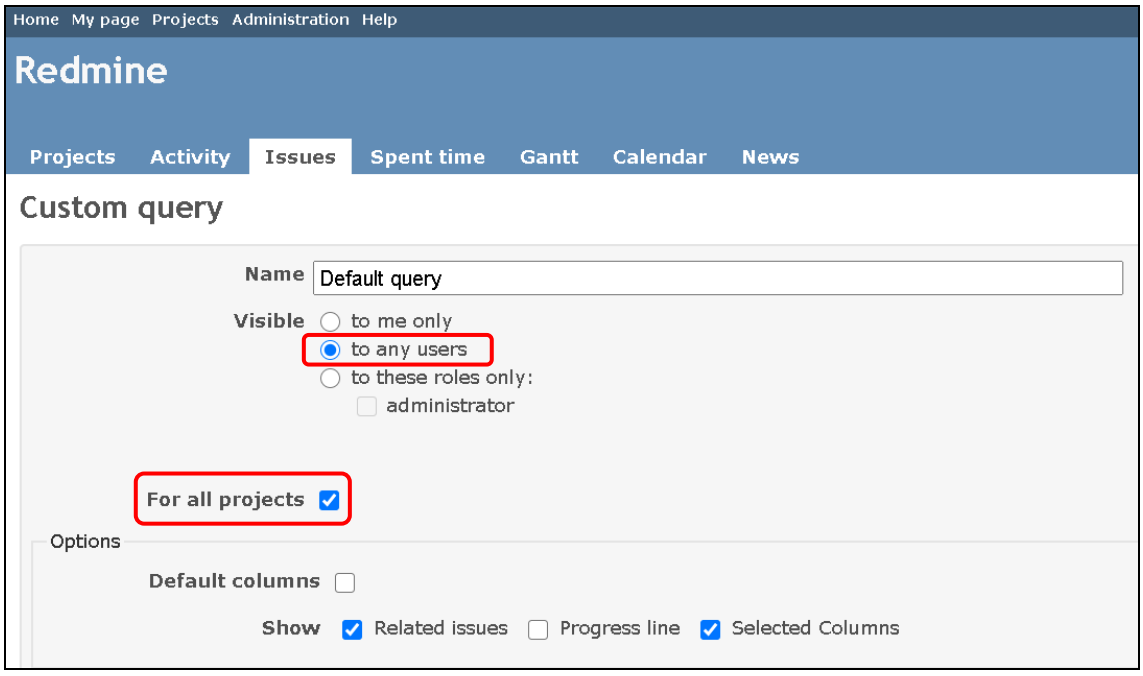
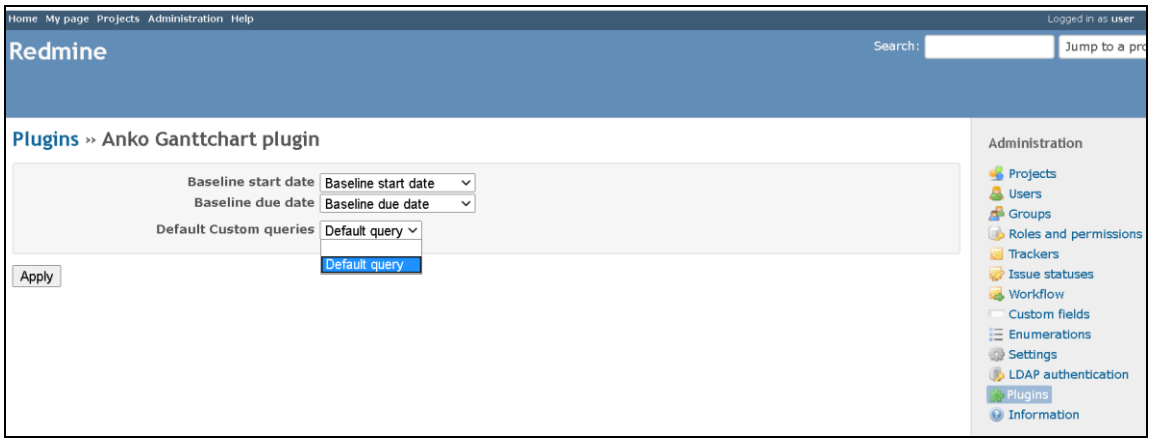
14. Ability to specify default custom queries

By registering the tracker and display columns you want to display on the Gantt page with a query, and applying the registered query automatically when displaying the Gantt page, for only the required issues are displayed

14.1. Create a custom query with arbitrary conditions. At that time, be sure to select "to any users" in the "Visible" column and check "For all projects" on to create a custom query.



14.2. Click "Administration"->"Plugins"->"ANKO Ganttchart plugin"->"Configure", at then, in "Default Custom queries", select the custom query created in "14.1." and click Apply.



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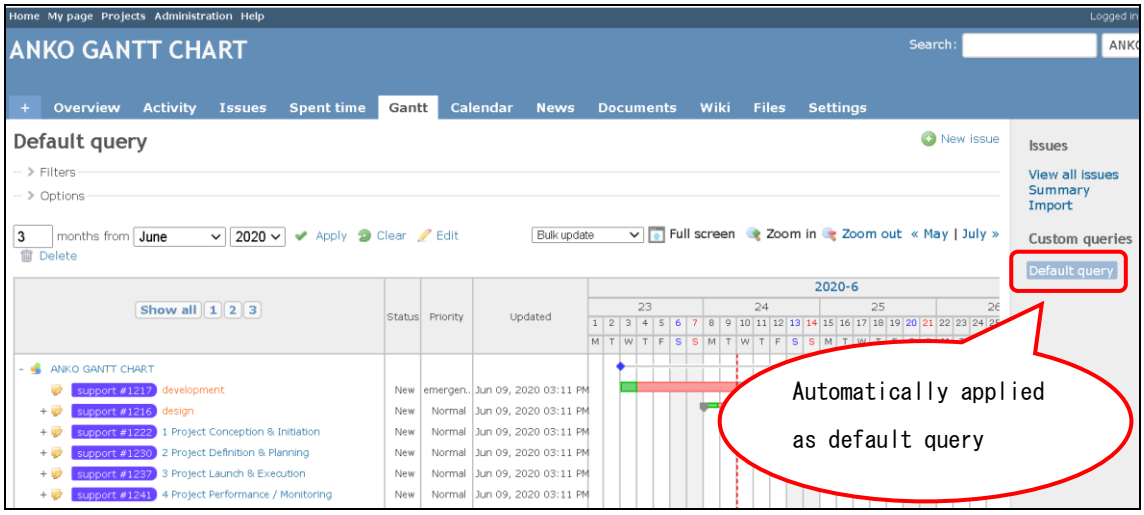
14.3. When you open the Gantt page, Gantt will be displayed with the custom query specified in "14.2." applied.



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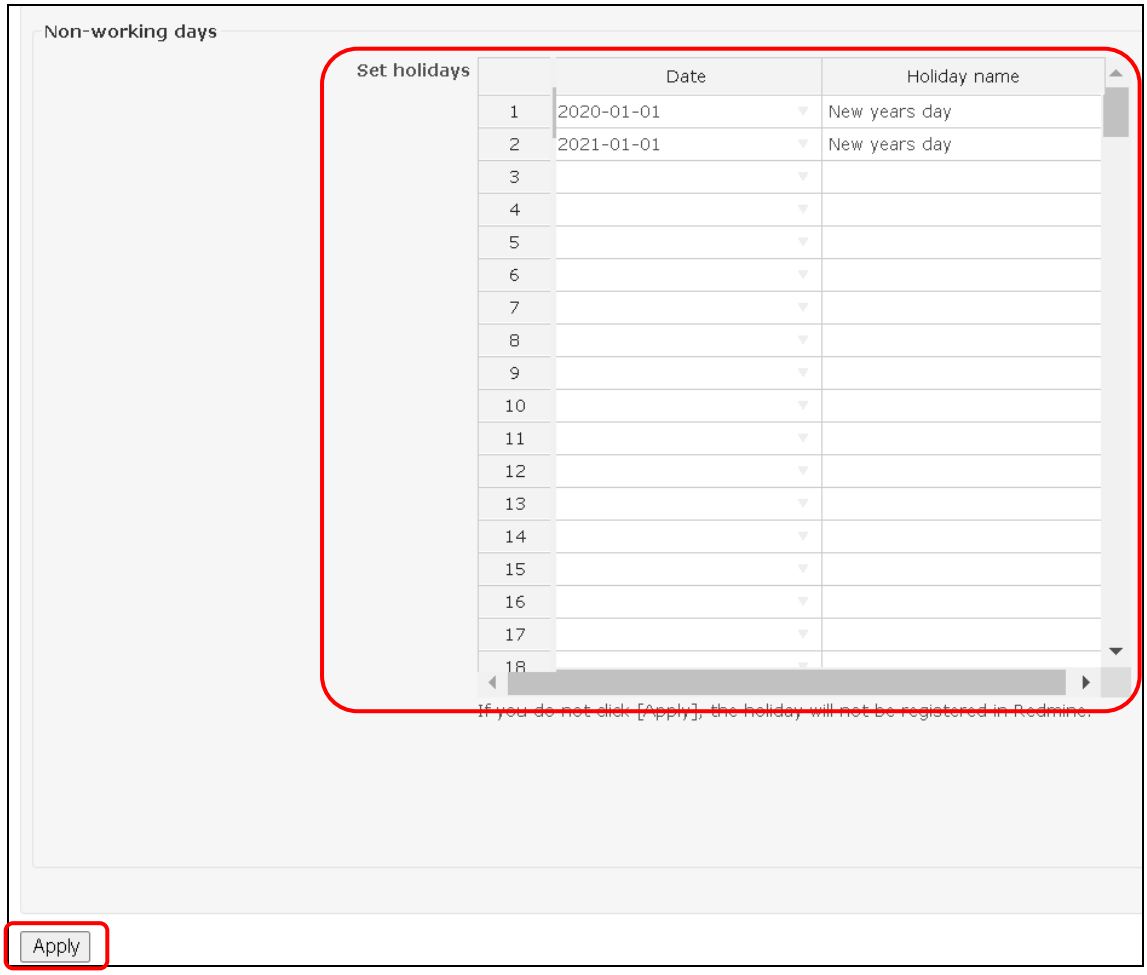
15. Holiday Configure

Any holiday can be displayed on Gantt.

15.1. Click "Administration"->"Plugins"->"OPENALM Common plugin"->"Configure", There is a column called "Non-working days"

Enter any information in the "Date" and "Holiday name" fields.

Be sure to click "Apply". Holiday data will not be registered in Redmine unless you click Apply.



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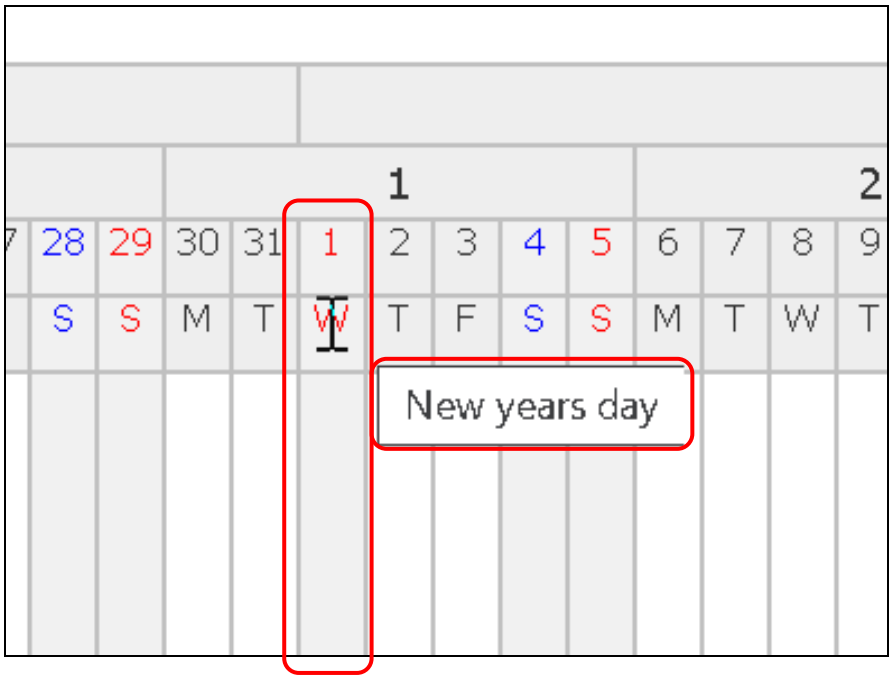
15.2. When a holiday is configured, it is displayed with a gray background color as shown below. Hover the mouse over the day of the week to display the holiday name also.



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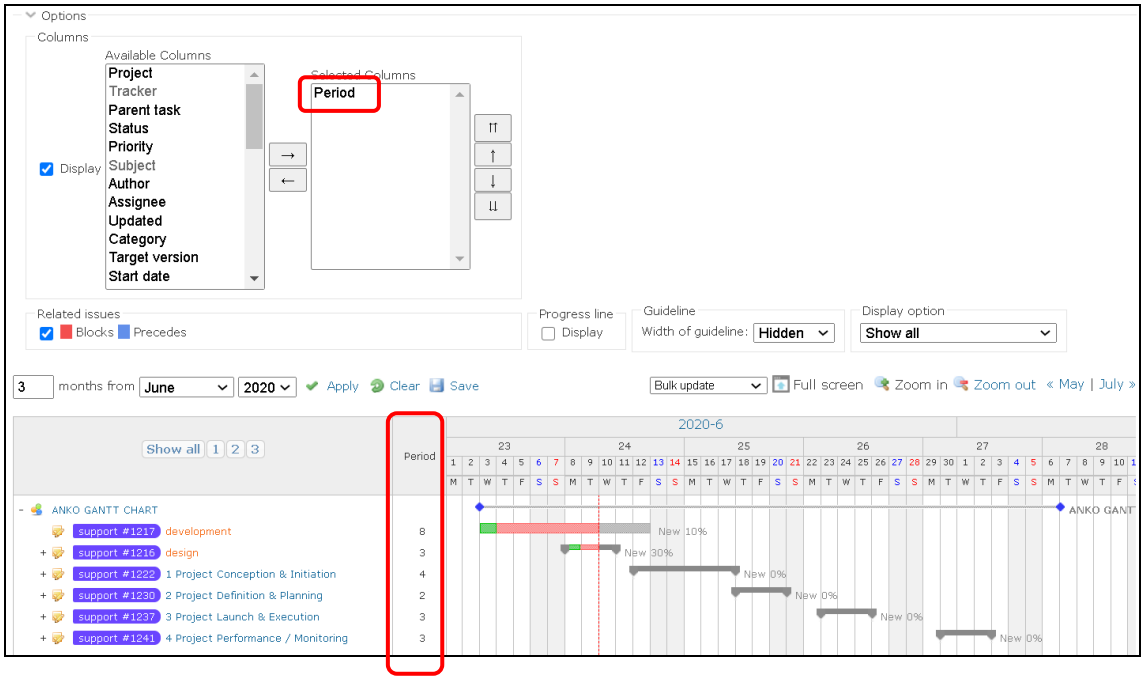
16. Displaying the number of weekday periods

You can display the number of weekday periods and configure the number of weekday periods on Gantt.

16.1. In the "10. Display columns customization and columns width adjustment ", select columns called "Period" as shown below.
As shown in the figure below, you can check in the "Period" column how many days are weekdays excluding holidays registered in Configure of Redmine(usually Saturday and Sunday: The definition of holidays is "Administration" -> "Configure"-> "Issues tracking" ->" Holidays" of Redmine.) and days specified in Configure of "15."'s setting for holidays.



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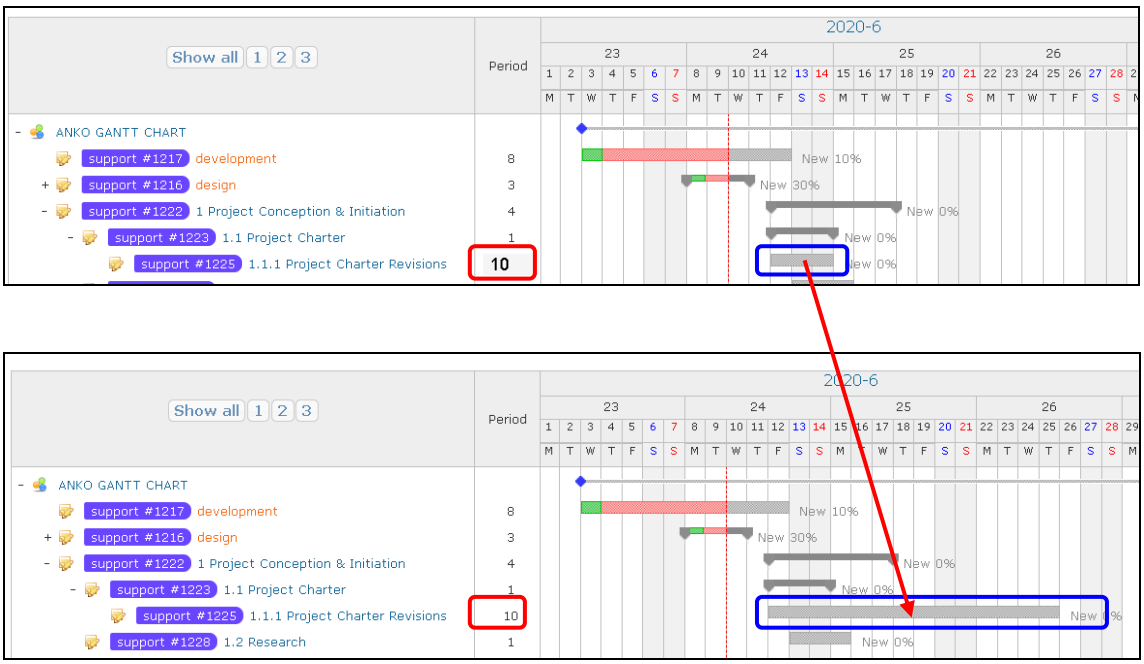
16.2. You can enter the period by clicking the mouse in the "Period" field. Please enter the period with numbers only. Due date is automatically updated so that the value configured here becomes the number of weekday periods.



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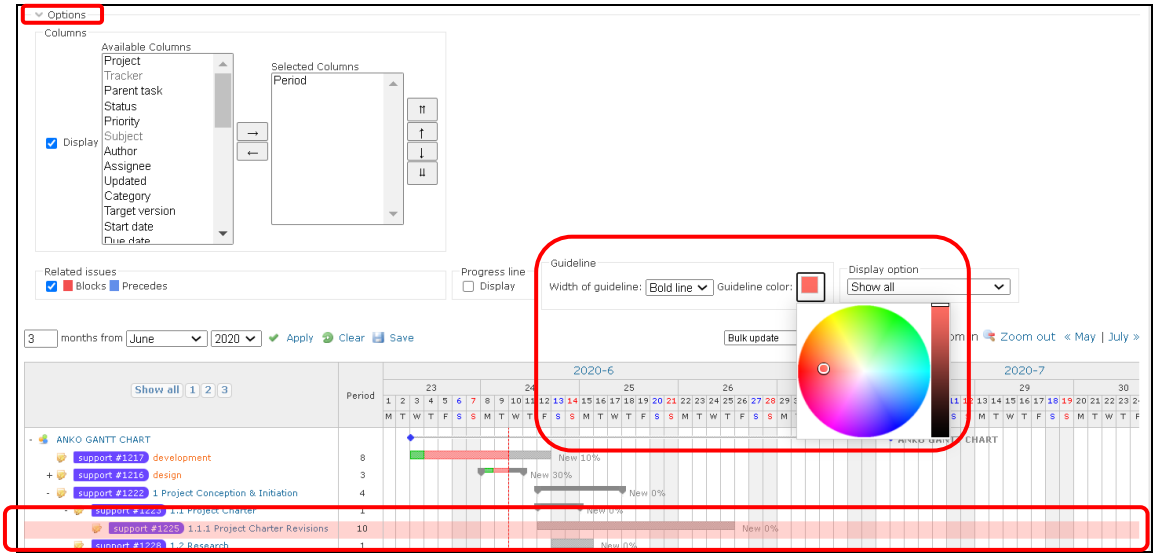
17. Display guidelines

It is possible to display the guidelines. This makes it easy to identify issues titles, due dates, etc. and Gantt locations.

17.1. Click the option and select "Width of guideline" in the Guideline field as shown below. And select a guideline color. The guideline is displayed at the mouse position as shown below.



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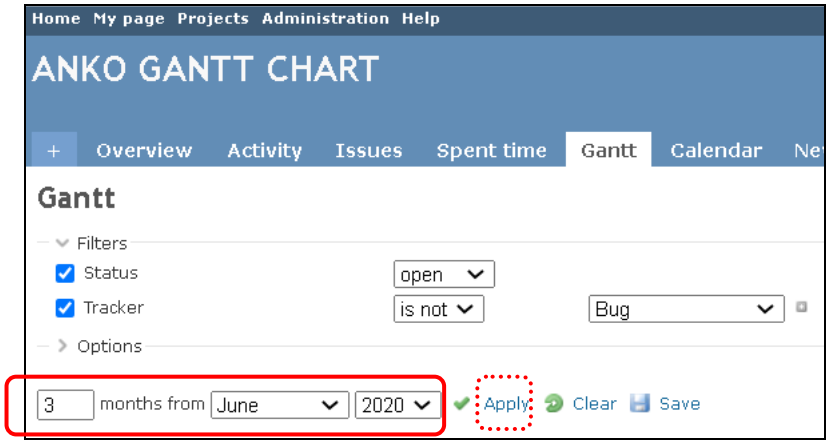
18. Change "months from" "month" "year" in Gantt apply immediately

18.1. As shown in the figure below, if you change the text box and select box to select the display period of Gantt, the page will be updated automatically without clicking "Apply"



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19. Apply Issues Display Option

This feature hides information you don't need. You will be able to see only the information you need at a glance.

19.1. Click "Options" and you will see a "Display option" column. Selecting any of the display options will change the way the Issues title block is displayed.

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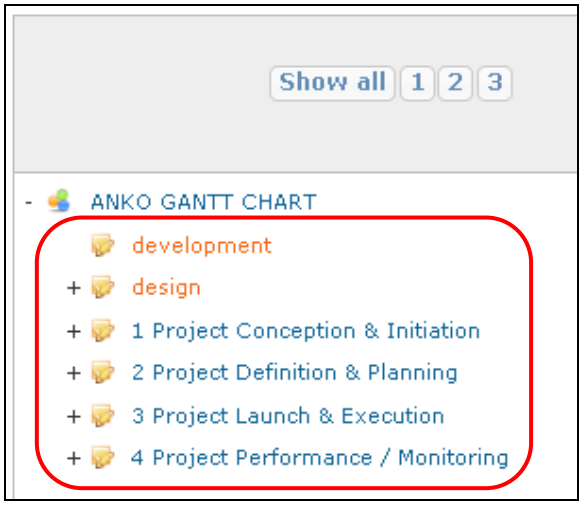
"Hide tracker name" mode

"Hide issues number" mode

"Display only issues subject" mode



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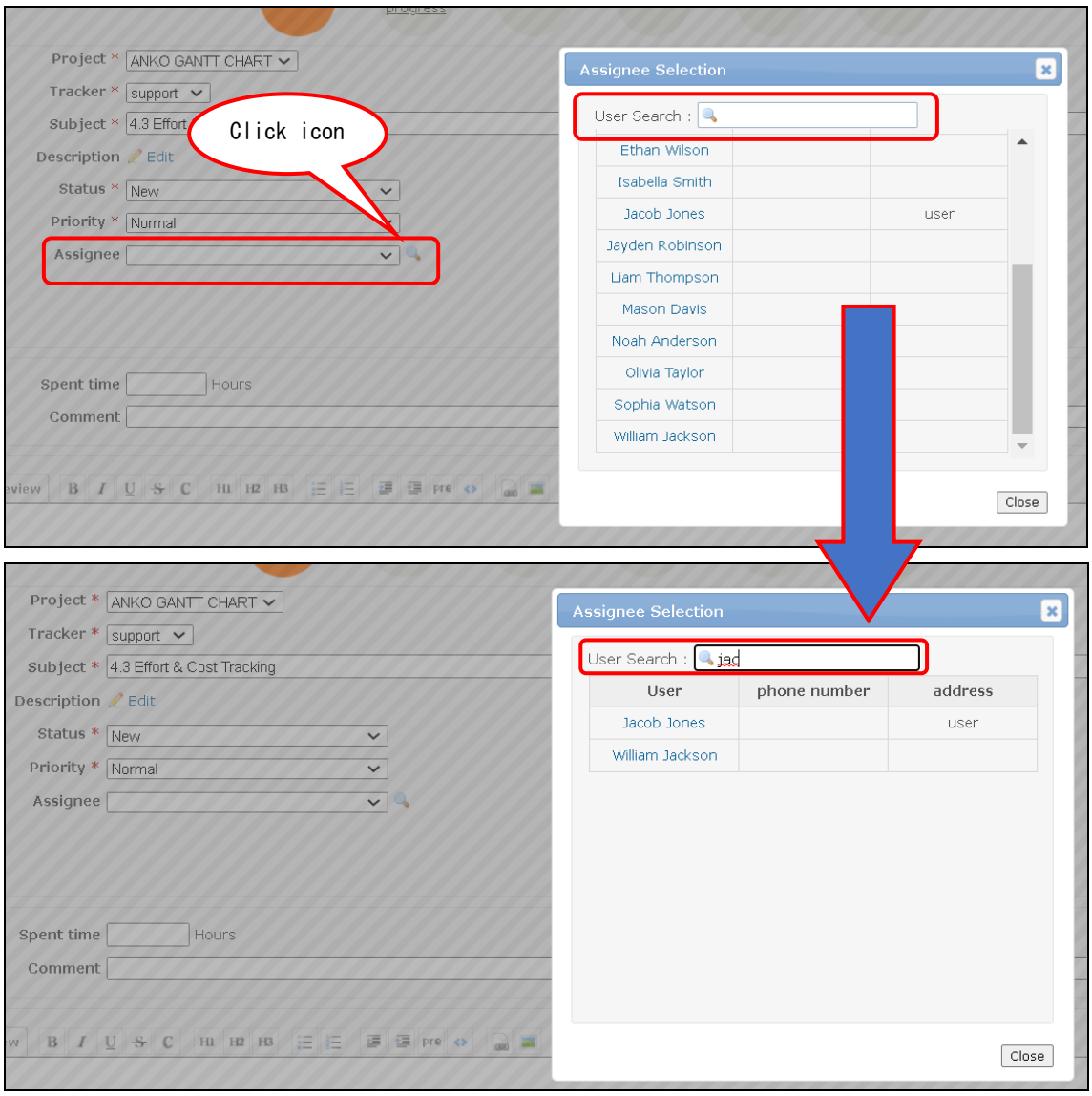
20. Search assignee function

20.1. Clicking on the icon(🔍) in the assignee field will pop up the "Assignee Selection" window. If you enter characters in the User Search field, the assignee who contains the relevant string will be extracted.



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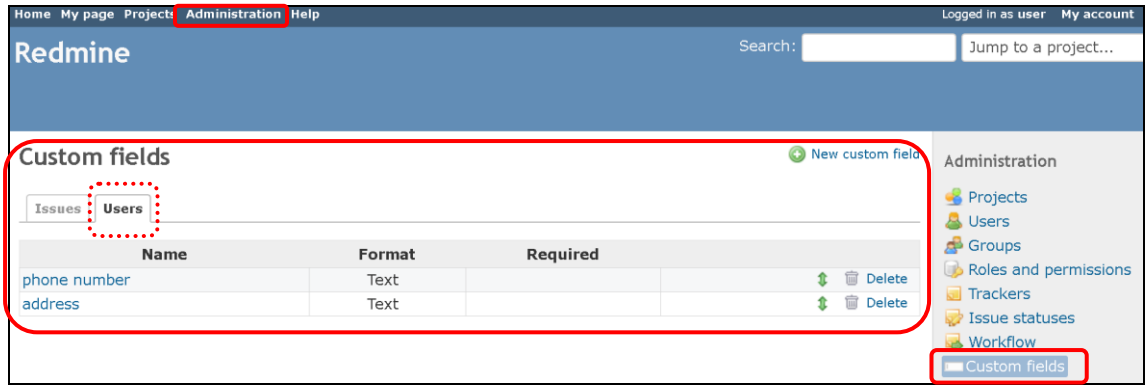
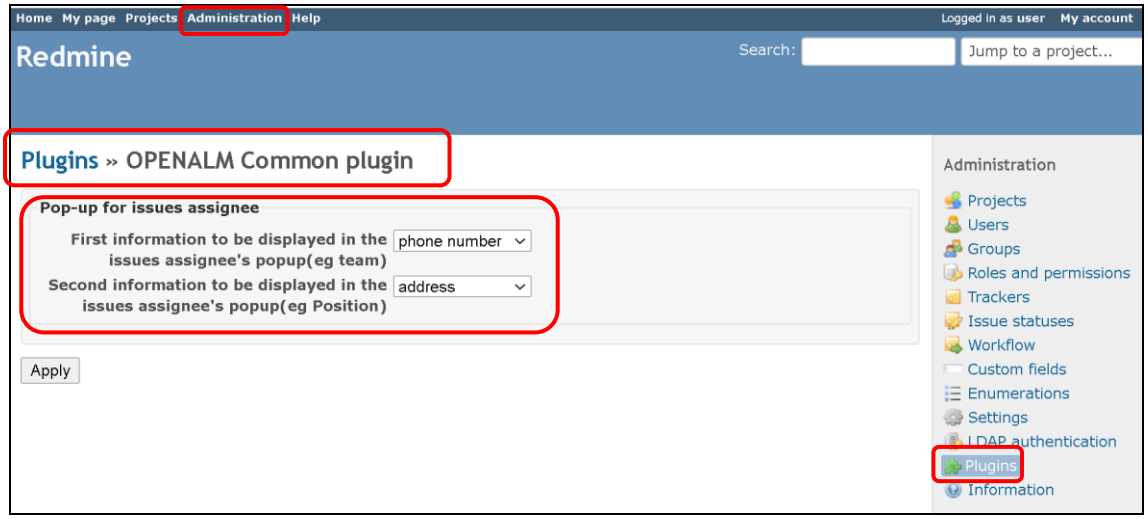
21. "Assignee Selection" window customization function

21.1. Click "Administration"->"Custom fields", and create any custom fields for the "user".



21.2. Click "Administration"->"Plugins"->"OPENALM Common plugin"->"Configure", at "Pop-up for issues assignee", setting the value of "First information to be displayed in the issues assignee's popup" and "Second information to be displayed in the issues assignee's popup". (You can select the custom field created in "21.1".)



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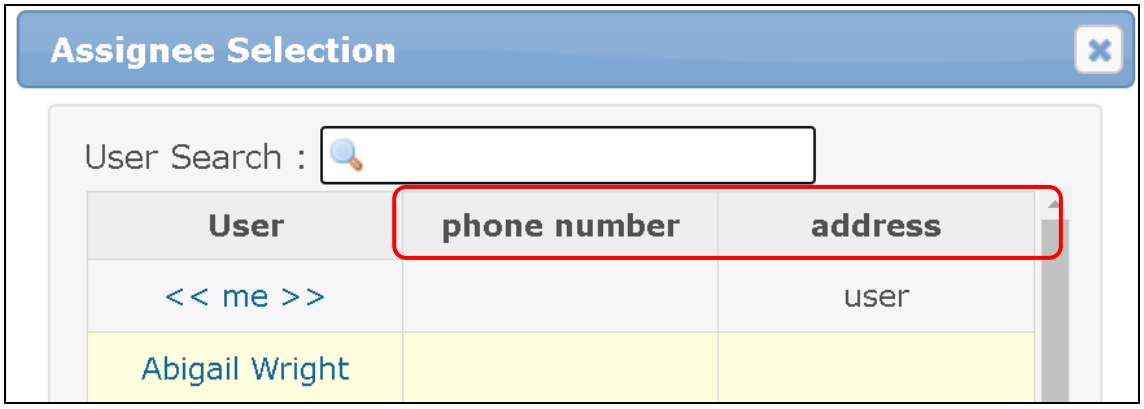
21.3. The field contents specified above are displayed in the "Assignee Selection" window.



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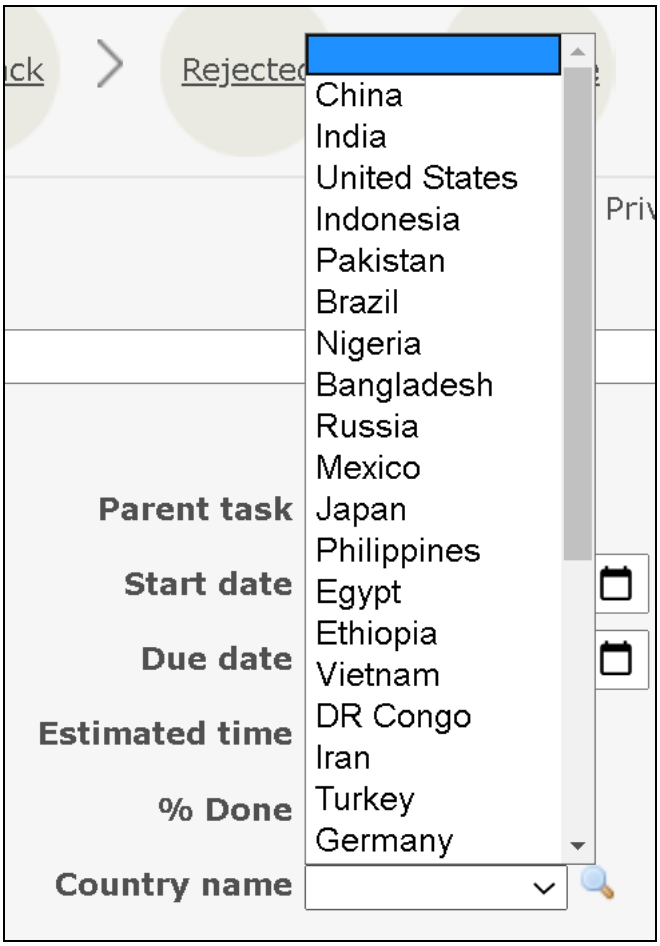
22. List type of custom fields columns search function

When there are many choices of list type custom fields as shown below, it is not easy to select columns. At that time, it is a function that can search columns name by partial match.



22.1. In case of list type of custom fields, an icon( ) is displayed at the right end of the corresponding custom fields. Click on the icon and the "Selection" window will pop up.

When you enter the character you want to search in the Search box, the columns name that contains the corresponding string will be extracted. If you select any column by clicking it with the mouse, the value will be entered in the relevant custom fields.

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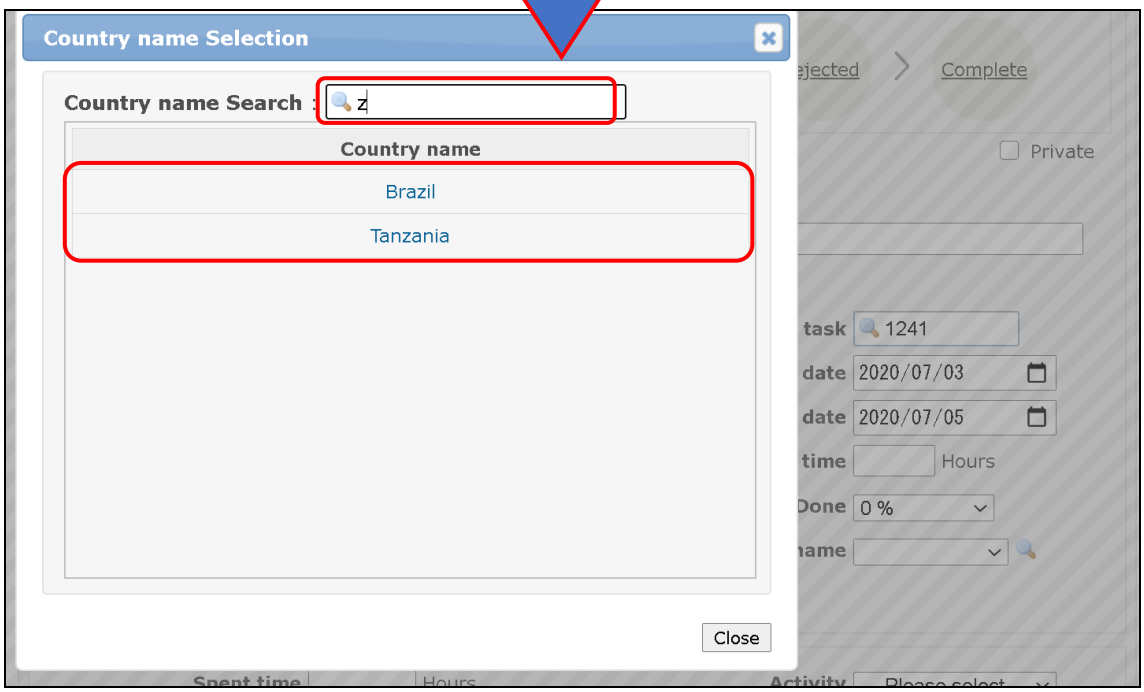

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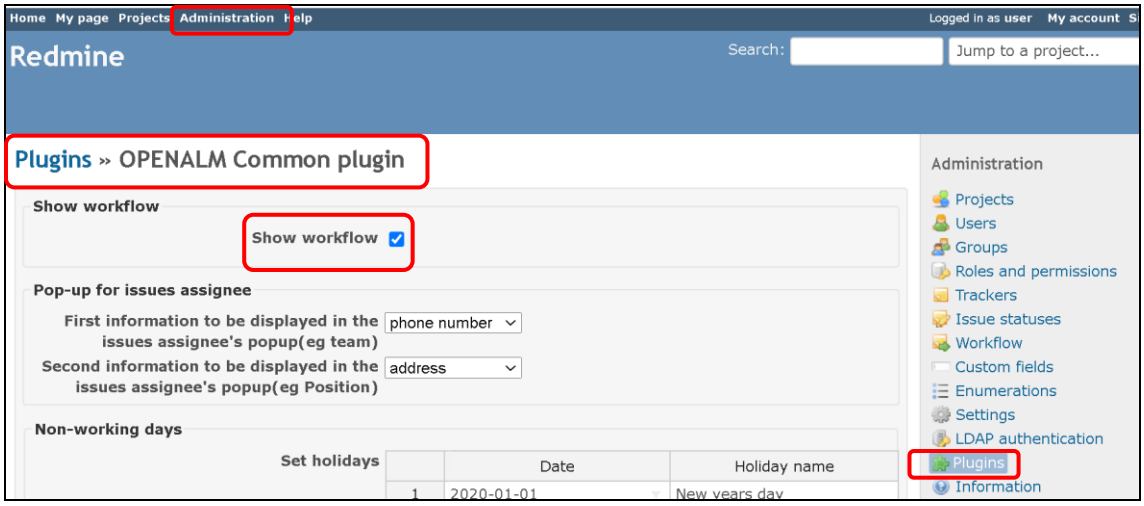
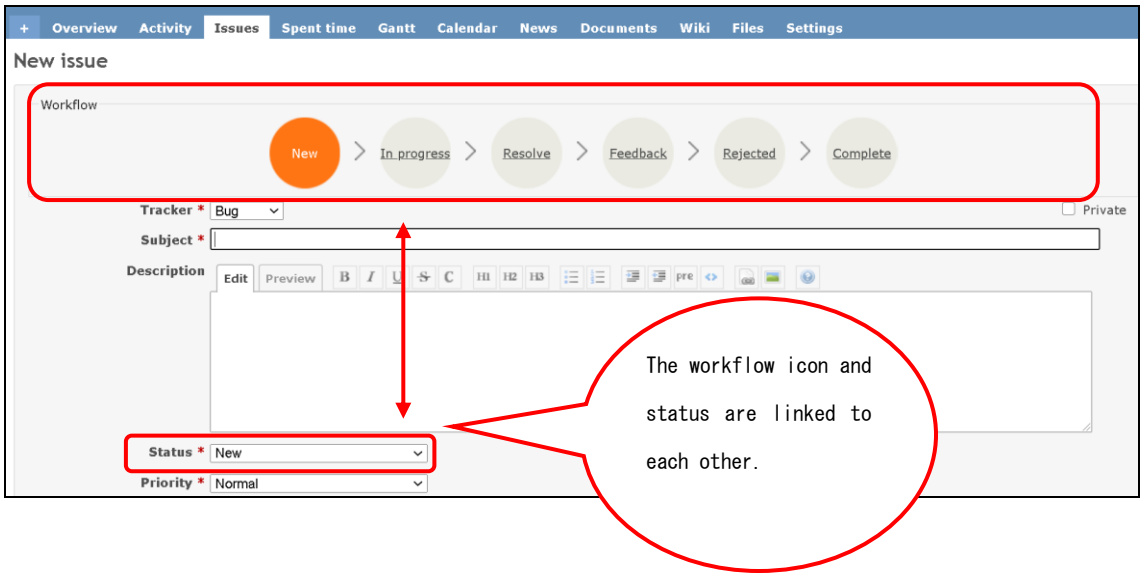
23. View Workflow

23.1. Click "Administration"->"Plugins"->"OPENALM Common plugin"->"Configure", at the, check on the "Show workflow" checkbox and click "Apply". (In the figure below, unnecessary columns are omitted.)



23.2. An icon called "Workflow" appears in Issues. This shows the status of the relevant Issues with an icon, and if the status is changed, the corresponding icon will also be changed. Also, if you click the link of the corresponding icon, the issue status will be changed accordingly.



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