

# Journyx Projectlink Overview

## Journyx Projectlink – How it Works

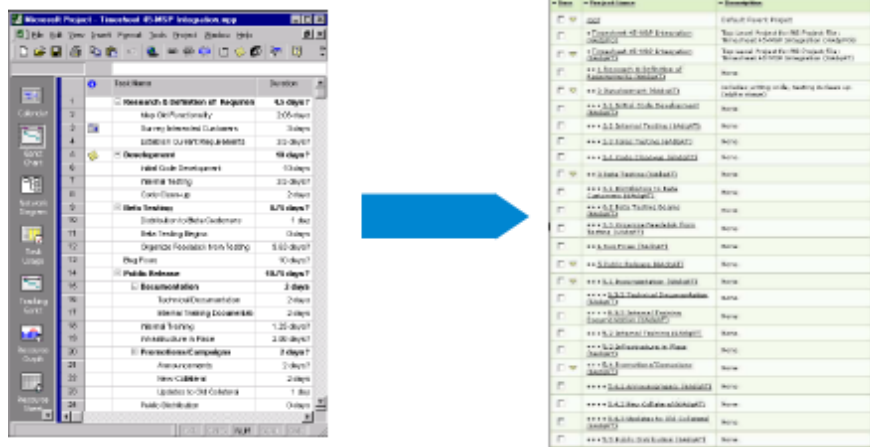
Microsoft Project™ (MSP) is a great tool for planning a project, but it is very difficult to enter and track work time actuals with any level of detail. The Journyx integration for MSP – Journyx Projectlink - provides you with an interface for tracking detailed project actuals via the Web. This document will briefly describe how the Projectlink data interchange works.

MSP organizes projects into a hierarchy of Summary Tasks and Loggable Tasks. Each Task can be assigned to a number of Resources in order to create one or more Assignments. In Journyx, Tasks are represented as Projects, Resources are represented as Users, and Task Assignments are represented as Groups.

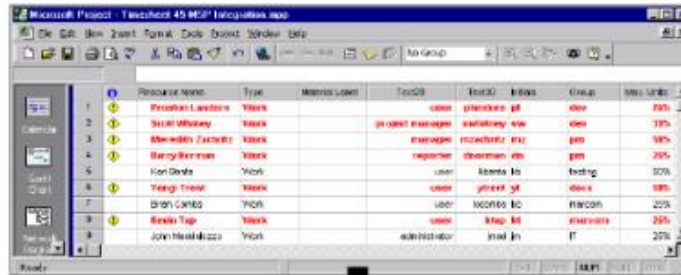
|                          |                |
|--------------------------|----------------|
| <b>Microsoft Project</b> | <b>Journyx</b> |
| Tasks                    | Projects       |
| Resources                | Users          |
| Task Assignments         | Groups         |

The first time you export data from MSP, Journyx begins the synchronization process. Data from each MSP Project or .mpp file is used to create corresponding entries in Journyx. During synchronization, Journyx creates new Groups and Projects with the same name as the .mpp file.

Summary and Loggable Tasks added to Journyx on behalf of MSP maintain their hierarchy in Journyx.



Resources added to Journyx will be added as Users in another group for all MSP Resources. Custom text fields renamed “JX Login” and “JX Role” on the MSP Resource Sheet will determine each Journyx User’s login name and access level. The “JX Role” field can be used to transfer both default and custom roles into Journyx. Everything is organized into groups to make managing what could be a very large number of Tasks and Resources much easier.



| Name                                      | Login    | Time Entry               | Expense Entry               | Mileage Entry               |
|-------------------------------------------|----------|--------------------------|-----------------------------|-----------------------------|
| <input type="checkbox"/> Brian Combs      | bcombs   | Standard Time Entry Grid | Standard Expense Entry Grid | Standard Mileage Entry Grid |
| <input type="checkbox"/> Danny Norman     | dnorman  | Standard Time Entry Grid | Standard Expense Entry Grid | Standard Mileage Entry Grid |
| <input type="checkbox"/> John Maddalozzo  | jmad     | Standard Time Entry Grid | Standard Expense Entry Grid | Standard Mileage Entry Grid |
| <input type="checkbox"/> Ken Banks        | kbanks   | Standard Time Entry Grid | Standard Expense Entry Grid | Standard Mileage Entry Grid |
| <input type="checkbox"/> Kevin Tap        | ktap     | Standard Time Entry Grid | Standard Expense Entry Grid | Standard Mileage Entry Grid |
| <input type="checkbox"/> Meredith Zschitz | mzschitz | Standard Time Entry Grid | Standard Expense Entry Grid | Standard Mileage Entry Grid |
| <input type="checkbox"/> Boston Landers   | planders | Standard Time Entry Grid | Standard Expense Entry Grid | Standard Mileage Entry Grid |
| <input type="checkbox"/> Scott Whitlow    | swhitlow | Standard Time Entry Grid | Standard Expense Entry Grid | Standard Mileage Entry Grid |
| <input type="checkbox"/> Vance Trent      | vtrent   | Standard Time Entry Grid | Standard Expense Entry Grid | Standard Mileage Entry Grid |

When the initial synchronization is complete, Journyx will have a tree of hierarchical Projects that corresponds to the tree of Tasks in MSP, including the Work Breakdown Structure numbers. All the Resources defined in MSP with valid Journyx logins in the “JX Login” text field will be Users in Journyx, so they can log in and enter time from any location. Task Assignments from MSP are essentially invisible to the Journyx user, but they directly control what the user can and cannot see.

Assignments transferred as Journyx Groups are used to limit Users’ access to the Tasks that have been assigned to them in MSP. All Journyx Group names for a single .mpp file will contain “MSP” and the .mpp file name for easy identification.

Tasks that are dependent upon completion of Predecessors will be flagged as “Reportable Only”, and the Task will only become loggable when the synchronization determines that the Task in MSP is currently loggable (unless you choose to override this setting). Once Users start logging time to Projects, you will need to get the actual work time back into MSP.

Once again you will need to run a synchronization of the programs, and MSP will be updated with the data from Journyx. Based on MSP ID numbers and standard database table locations, MSP will “know” where to incorporate the data transferred from Journyx and vice-versa.

Journyx Projectlink is currently available for Microsoft Project 2000 and higher, as well as Microsoft Project Server. If you are in evaluating Projectlink, please contact your account representative at [sales@journyx.com](mailto:sales@journyx.com) or 1-800-755-9878.