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# Configuration/Administration in the Modern UX

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# Introductions

- Take 5 Minutes
- Turn to a Person Near You
- Introduce Yourself
- Business Cards



# Agenda

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- Introduction
- Enabling Modern UX and Timesheets
- Creating a Link to the Modern UX in the Classic Home Menu
- Security Rights
- Enabling Attributes
- Fiscal Time Periods
- Roadmaps
- Creating Blueprints
- Saving Views and Filters for Users

# Introduction

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# Administration in the Modern UX

- The Modern UX Administration is more functional than technical. It can be managed by any user with a good functional understanding of Clarity.
- While some administration activities are done in the Classic Clarity UX, others are available only in the Modern UX.
- Administrators must have a good understanding of what they want to expose and to whom they wish to make functionality available in order to make best use of the Classic and New functionality.

# Classic vs. Modern UX

- It is entirely possible to continue using the Classic Clarity UX while beginning to expose portions of the Modern UX to users.
- It's also possible to have an entire organization, or a portion of the organization solely utilize the Modern UX.
- Clarity teams should have a thoughtful discussion before determining their approach.

# Enabling Modern UX and Timesheets

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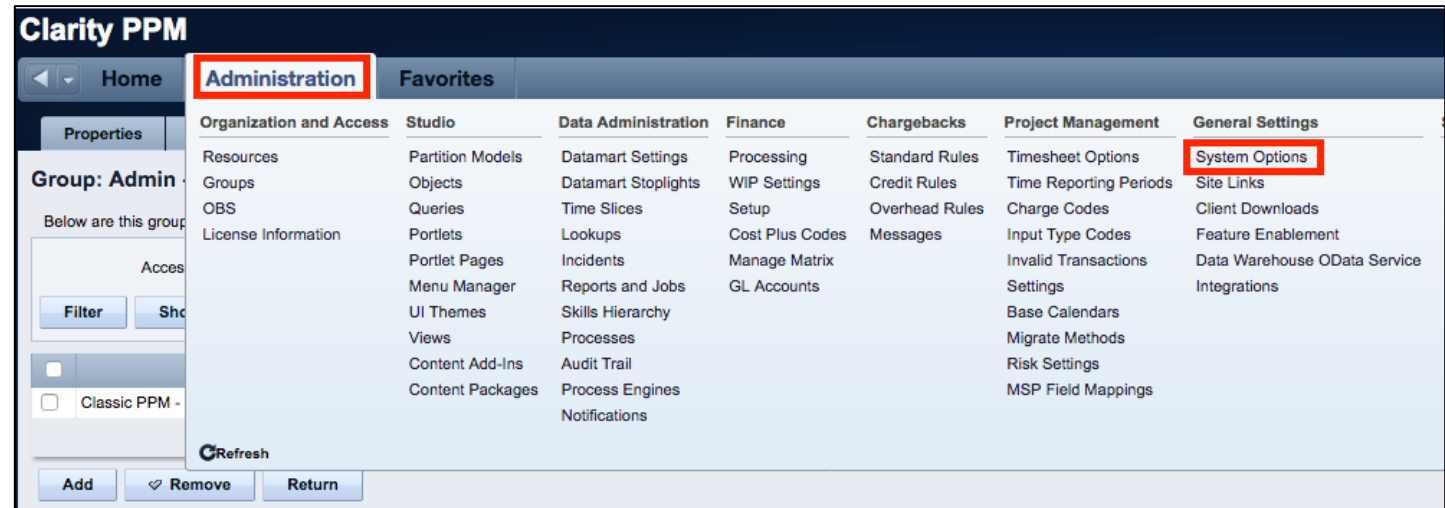
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# Activating the Modern UX (1)

- The first step is to enable the Modern UX for end users.

- Go to Administration -> System Options
- Scroll down near the bottom of the page



- Check the box to Activate the Modern UX





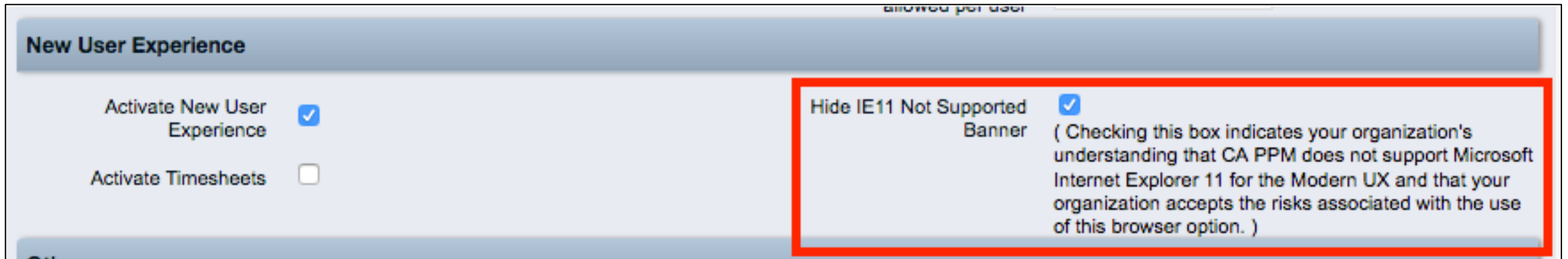
# Activating the Modern UX (2)

- Once the Modern UX is activated, the following link will become available:
  - [https://\[Clarity URL\]/pm](https://[Clarity URL]/pm)
- If users will use only the Modern UX, give them this new link to access Clarity.

The screenshot displays the Clarity PPM Modern UX interface. At the top, the title 'Clarity PPM' is visible, along with a notification bell, a user profile 'SG' with 'Hi, Sara' and a dropdown arrow, and a 'MY TASKS' link. Below the header is a 'NEW PROJECT' button and a search bar labeled 'Search or filter...'. The main content area features two project cards. The first card, 'ACME Project' (PR000057), is yellow and marked 'NEEDS HELP'. It shows a progress bar at 0%, a start date of NOV 27, 2018, and a finish date of MAR 31, 2022. The second card, 'Act thru testing' (PR000142), is pink and marked 'ON TRACK'. It shows a progress bar at 0%, a start date of APR 29, 2019, and a finish date of MAY 24, 2019. Both cards include icons for list view, user management, task completion, and flags. At the bottom, two more cards are partially visible: 'After Upgrade Test Project' (green, 'ON TRACK') and 'Allen Test' (purple, 'ON TRACK'). A dark sidebar on the left contains various navigation icons.

# Note on IE 11

- IE 11 is not compatible with the New User Experience. You will want to ensure your organization is using an alternate browser (Edge, Firefox, Chrome, etc.) if you wish to utilize the new Experience.
- If users are using IE 11, they will receive a message indicating the incompatibility. You may check the additional checkbox if you wish to suppress that message.

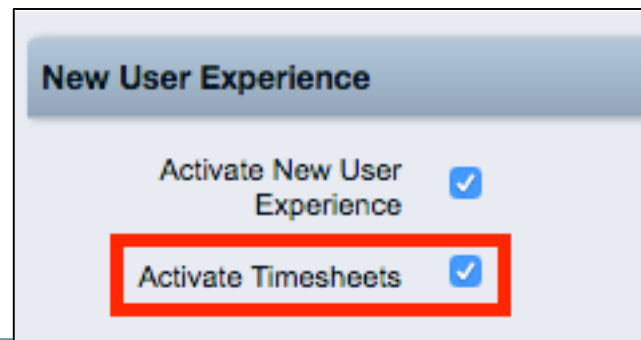


The screenshot shows a settings panel titled "New User Experience". It contains several options:

- Activate New User Experience:
- Activate Timesheets:
- Hide IE11 Not Supported Banner:  (Checking this box indicates your organization's understanding that CA PPM does not support Microsoft Internet Explorer 11 for the Modern UX and that your organization accepts the risks associated with the use of this browser option.)

# Activating Timesheets

- Modern UX Timesheets can be activated by checking the additional checkbox.
- Once new UX timesheets are activated, the Clock Icon in the quick menu in the upper right corner of the Classic UX disappears as well as the Timesheets link under the Home menu.
- While most Clarity functionality allows users to choose whether they wish to use the New or Classic UX for management, Timesheets are the exception.
- You must decide whether your entire organization is going to use the new or Classic UX timesheet.



# Creating a Link to the Modern UX in the Classic Home Menu



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# Create a Link in the Home Menu (1)

- Once the Modern UX is activated, you may wish to add a link to the Modern UX into the Classic UX Home menu.
  - Navigate to Administration → Objects, then the Project Object.
  - On the *Actions* tab, click the *New* button to create a new Action
  - Populate the information, and include the details for the page you want to be accessed. Ensure that the link is indicated as an *External Link*.
  - Click **Save** or **Save and Return** to create the Action.
  - If necessary, create additional Actions for additional pages (e.g., Timesheets, Staffing, PM, etc.)

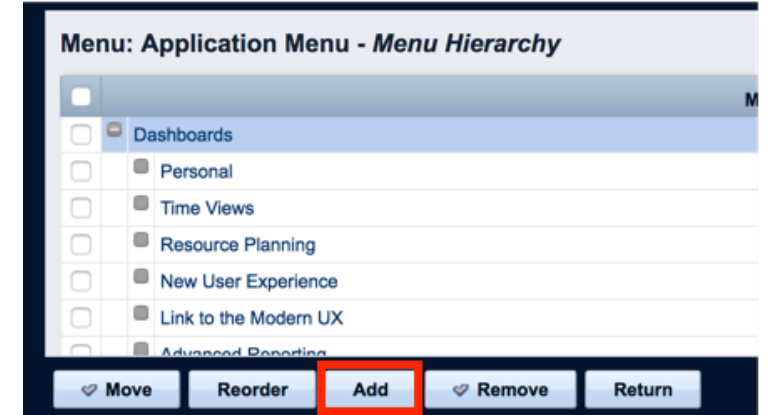
The screenshot displays the Clarity PPM Administration interface. The top navigation bar includes 'Home', 'Administration', and 'Favorites'. The 'Administration' tab is active, and the 'Actions' sub-tab is selected. The main content area shows the 'Object: | Mode: Object: Project - Actions' configuration. A table lists existing actions, with a 'New' button highlighted. A modal window titled 'Action Details - Link to the NewUX - Timesheets' is open, showing the following fields:

- Action Name:** Link to the NewUX - Timesheets
- Action ID:** linktoNewUXTimeAdmin
- Description:** (empty)
- Type:** External Link
- Scope:** Global
- Enter URL:** /pm/#/timesheets (Include protocol prefix, e.g. http://)

The 'Save' button is highlighted. A legend at the bottom indicates: **Required** (red square), **Enter Once** (green square), and **Unique** (green asterisk).

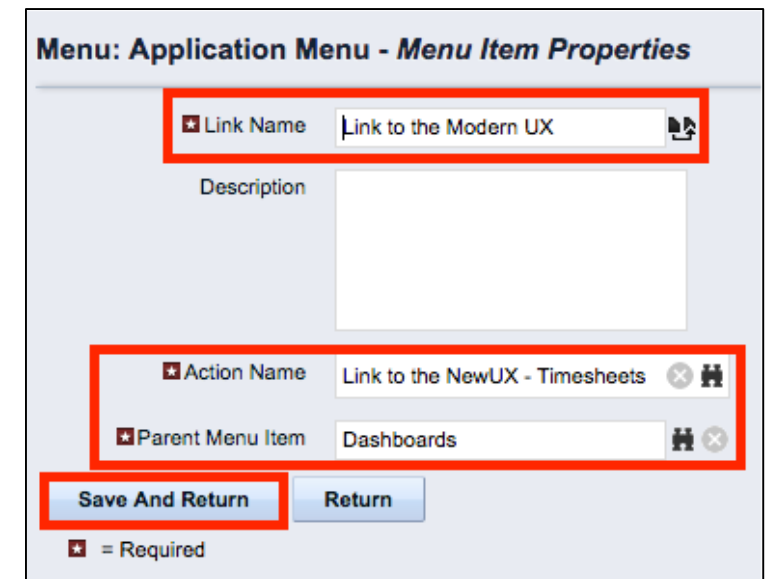
# Create a Link in the Home Menu (2)

- Now that the Action is created, the next step is to add the link in the Menu Manager.
  - Go to *Administration->Studio->Menu Manager* and select *Application Menu*.
- Click the **Add** button.



# Create a Link in the Home Menu (3)

- Select *Action Link* and click **Next**.
- Populate a Link Name (this is what will appear in the Home Menu), then select the Action you just created in the *Action Link* field. Determine the parent menu item in the menu, then click **Save and Return**.
- The link is added to the Menu. You may move it to a different location if necessary.
- NOTE: The links will appear for all users regardless of access.



# Security Rights

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# Modern UX Security Rights (1)

- Use the security rights to drive which links users can see in the Modern UX, and what they can do there.

Right	Description	Notes	License Type
Custom Investment - Navigate	Allows user access to the custom investment page in the modern user experience. The user will only be able to view information for custom investments to which the user has access.	Give this right to users who need to view, create or edit Custom Investments. Will allow them to see the link in the Modern UX Nav menu. Rights to the individual Custom Investments must also then be granted (create, edit).	View Only
Idea Management - Navigate	Allows user access to the idea management pages in the new user experience. The user will only be able to view information for ideas to which the user has access.	Grants access to the Ideas link in the Modern UX Nav menu. User must also have Idea View and / or edit rights, and the Modern UX will respect those rights.	View Only
Project Management - Tiles Navigate	Allows user access to the project management Tiles page in the new user experience. The user will only be able to view information for projects to which the user has access.	Allows the user to see the Tiles version of the Project list in the Modern UX Nav Menu. User must also have Project View and / or edit rights, and the Modern UX will respect those rights.	View Only
Project Management - Navigate	Allows user access to the project management pages in the new user experience. The user will only be able to view information for projects to which the user has access.	Allows the user to see the Grid version of the Project list in the Modern UX Nav Menu. User must also have Project View and / or edit rights, and the Modern UX will respect those rights.	View Only
Staffing - Navigate	Allows user access to the resource staffing pages in the new user experience. The user will only be able to view staffing information for resources to which the user has access.	Rights to view the Staffing page in the new UX, which is used for Resource Management.	View Only
Resource Forecast Rate - Edit	Allows user to view resource forecast column in Staffing grids and edit forecast rate in flyout in the new user experience. Includes Resource Forecast Rate - View right.	Edit and View rights to the Forecast rate in the Modern UX, which is viewable ONLY in the Staffing page in the Modern UX.	Edit – Full View – View Only
Resource Forecast Rate - View	Allows user to view resource forecast column in Staffing grids and forecast rate in flyout in the new user experience.		

# Modern UX Security Rights (2)

Right	Description	Notes	License Type
Roadmap - Navigate	Allows user access to the Roadmap pages in the new user experience. The user will only be able to view information for Roadmaps to which the user has access.	Allows the user to see the Roadmaps link in the Modern UX Nav menu.	View Only
Roadmap - Author - All	Allows the Roadmap Author to view, edit and delete the Roadmap and manage roadmap-specific picklists in the new user experience.	Gives the user view, edit and delete rights to roadmaps. Can be given globally, at the OBS level, or individually via instance rights or by naming an individual as in the Author field on the Roadmap.	Full
Roadmap - Create	Allows user to create Roadmaps in the new user experience. The creator of the Roadmap automatically becomes the Author and can edit or delete the Roadmap.	Allows users to create roadmaps.	Full
Roadmap - Delete - All	Allows user to view and delete all Roadmaps in the new user experience.	Allows for the deletion of roadmaps. Give this right sparingly.	Full
Roadmap - Edit - All	Allows user to view and edit all Roadmaps and manage roadmap-specific picklists in the new user experience.	Allows edit, but not delete which is what differentiates it from the Author right.	Full
Roadmap - View - All	Allows user to view all Roadmaps in the new user experience.	View rights for roadmaps in the Modern UX.	View Only
Tasks - Navigate	Allows user to access tasks page in the new user experience. The user will only be able to view the tasks to which the user is assigned.	Allows the user to see the Tasks link in the Modern UX Nav menu. This page can be used to manage individual tasks and assignments.	View Only
Team - Create	Allows user to create Teams in the new user experience. Includes Team - View - All global access right.	Rights associated with Staffing Teams, available only in the Modern UX.	Create – Full Delete - Full Edit – Full View – View Only
Team - Delete - All	Allows user to delete Teams in the new user experience. Includes Team - View - All global access right.		
Team - Edit - All	Allows user to edit Team names and its members in the new user experience. Includes Team - View - All global access right.		
Team - View - All	Allows user to view all the Teams in the new user experience.		
Classic PPM - Navigate	Allows user to access tasks page in the new user experience. The user will only be able to view the tasks to which the user is assigned.	Allow access to Classic PPM from new PPM UI.	View Only

# Part 4: Enabling Attributes

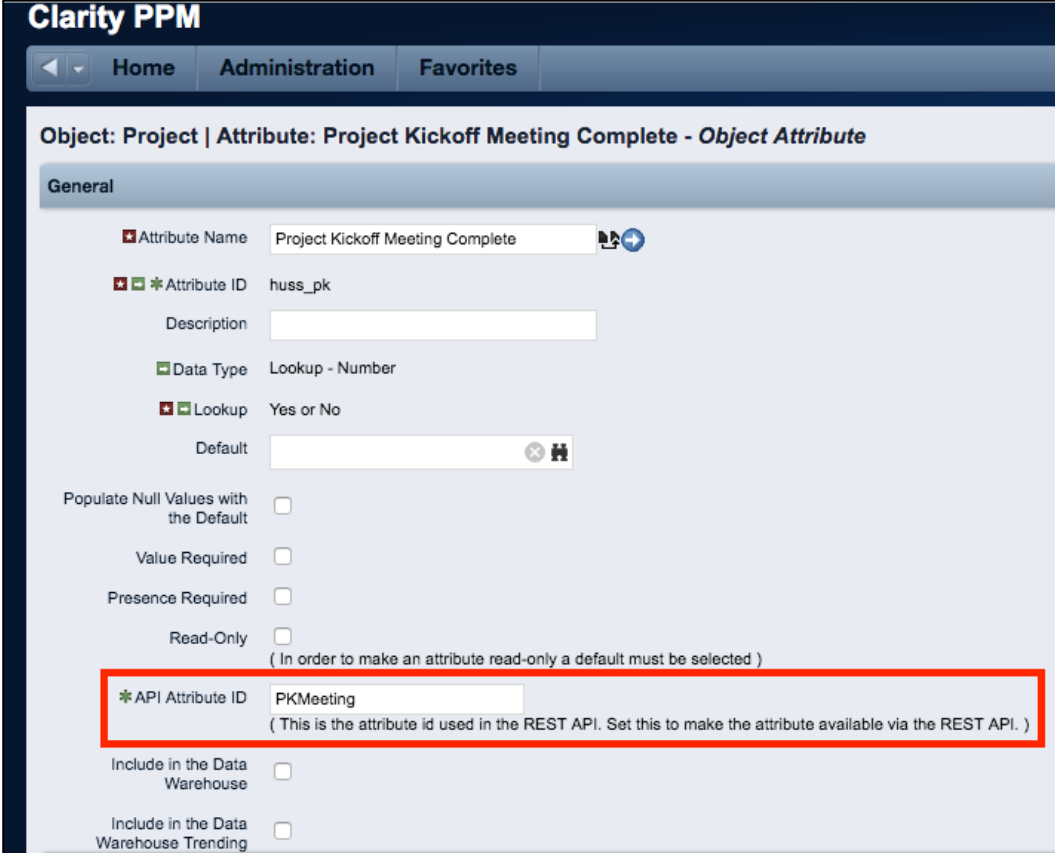
API Enablement for attributes so they can be seen/used in Modern UX



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# Enabling Attributes for the Modern UX

- For custom attributes to be able to be viewable/editable in the Modern UX, their API Attribute ID must be populated.
- Access your custom attributes on the object to which they belong, and populate this value to ensure the attributes may be utilized in the Modern UX.
  - Go to Administration -> Objects -> Select the appropriate object
  - Select *Attributes* Tab
  - Select Desired Attribute
  - Populate *API Attribute ID* and **Save**.



The screenshot shows the 'Clarity PPM' Administration interface. The breadcrumb trail is 'Home > Administration > Favorites'. The current page is titled 'Object: Project | Attribute: Project Kickoff Meeting Complete - Object Attribute'. The 'General' tab is active, showing the following configuration:

- Attribute Name: Project Kickoff Meeting Complete
- Attribute ID: huss\_pk
- Description: (empty)
- Data Type: Lookup - Number
- Lookup: Yes or No
- Default: (empty)
- Populate Null Values with the Default:
- Value Required:
- Presence Required:
- Read-Only:  (In order to make an attribute read-only a default must be selected)
- API Attribute ID: PKMeeting** (This is the attribute id used in the REST API. Set this to make the attribute available via the REST API.)
- Include in the Data Warehouse:
- Include in the Data Warehouse Trending:

The 'API Attribute ID' field and its description are highlighted with a red border.

**Note:** You must API-Enable OBS attributes for them to be utilized in filters, views, etc.

# Fiscal Time Periods

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# Fiscal Time Periods

- While data in the Classic UX views is often presented in time-scaled views based on time slices, Modern UX views utilize the Fiscal Time periods. In order to view Staffing, Project (Task, Assignment, etc.) and Roadmap data in time-scaled formats, the appropriate fiscal periods must exist or be created.
- Often, companies create quarterly, yearly and monthly fiscal periods, but perhaps don't create weekly fiscal periods. If you'd like to view the Modern UX data in weekly periods, you must create these weekly fiscal periods.
- Additionally, in order to create Roadmaps or view and analyze data in the future, fiscal periods must exist for the desired timeframes. For example, If you want to create a Roadmap that looks out 5 years, your system must have 5 years of fiscal periods into the future.

# Fiscal Time Periods

- Navigate to Administration → Finance → Setup and access your Entity.
- Click to the *Fiscal Periods* tab, and use the **New** button to create the weekly periods.
- Be sure to “Activate” the time period after creation.

Clarity PPM

SG Sara Garvey Logout Learn Help About

Home Administration Favorites

Properties **Fiscal Time Periods** Plan Defaults

Entity: Rego Consulting - Entity Fiscal Time Periods

Filter: System Default

	Period Name	Description	Period Type	Period Year	Start Date	Finish Date	Actions
<input checked="" type="checkbox"/>	Jan 1, 2017-Dec 31, 2017	2017	Annually	2017	1/1/17	12/31/17	Activate
<input type="checkbox"/>	Jan 1, 2017-Mar 31, 2017	2017	Quarterly	2017	1/1/17	3/31/17	Deactivate
<input type="checkbox"/>	Jan 1, 2017-Jan 31, 2017	2017	Monthly	2017	1/1/17	1/31/17	Deactivate

# Rename Fiscal Periods

- It is best practice to rename the periods with “friendly” names to enable the views to display more cleanly.

<input type="checkbox"/>	Jun 30 - Jul 6	← <b>Periods renamed with “friendly” names</b>
<input type="checkbox"/>	Jul 7 - Jul 13	
<input type="checkbox"/>	Jul 14 - Jul 20	
<input type="checkbox"/>	Jul 21 - Jul 27	
<input type="checkbox"/>	Jul 28 - Aug 2	
<input type="checkbox"/>	Aug 3, 2019-Aug 9, 2019	← <b>Original Names</b>
<input type="checkbox"/>	Aug 10, 2019-Aug 16, 2019	
<input type="checkbox"/>	Aug 17, 2019-Aug 23, 2019	
<input type="checkbox"/>	Aug 24, 2019-Aug 30, 2019	
<input type="checkbox"/>	Aug 31, 2019-Sep 6, 2019	
<input type="checkbox"/>	Sep 7, 2019-Sep 13, 2019	

<input type="checkbox"/>	Jul 2 - Jul 8	Jul 9 - Jul 15	Jul 16 - Jul 22	Jul 23, 2019-J...	Jul 30, 2019-...	Aug 6, 2019-...	Aug 13, 2019-...
	Allocations	Allocations	Allocations	Allocations	Allocations	Allocations	Allocations



# Managing Blueprints

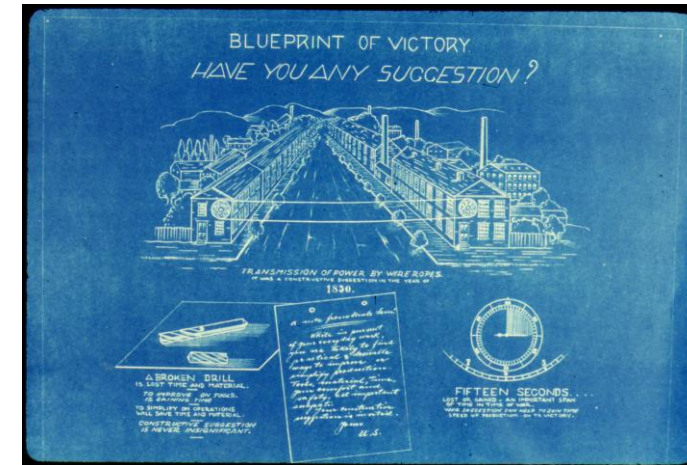
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# What Are Blueprints?

- Blueprints are configurable layouts in the New User Experience for Ideas, Projects and Custom Investment Types
- For Projects:
  - Blueprints are associated to Project Template(s)
  - These tailored views can be created for different project types or organizations
  - Stakeholders see the relevant metrics and key information necessary for the project(s)
    - Attributes
    - Visuals
    - Modules/Tabs
- For Ideas and Custom Investment Types
  - Blueprints are associated to the specific Idea or Custom Investment Type
    - Depending on version, you can Blueprint the Details tab, and include Custom Subobjects or Links.
- Users see the right data at the right time for the right work

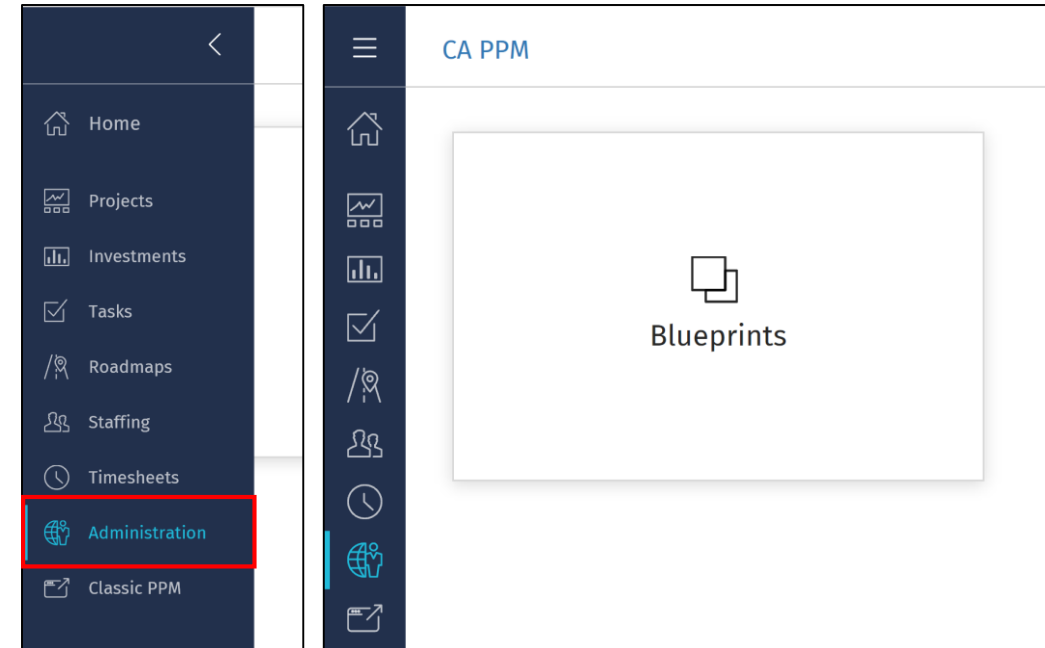


A scenic landscape featuring a large, calm lake in the middle ground, surrounded by lush green hills and mountains. In the foreground, a dirt trail winds through tall grasses and shrubs. Two hikers with backpacks are walking away from the camera on the trail. The sky is filled with large, white, fluffy clouds, and a dark mountain peak is visible through the clouds in the distance. A semi-transparent white banner with a geometric pattern is overlaid across the center of the image.

# Blueprint Administration

# Navigating to Blueprints

- To have the ability to view and update Blueprints a user requires the following security rights
    - Blueprint – Create Copy, Blueprint - Delete – All, Blueprint – Edit – All, and/or Blueprint – View – All
1. Once in the New User Experience, Click on the ‘Administration’ Icon
  2. Click on the ‘Blueprints’ tile
    - Here you will see the list of Blueprints create in the system



# Blueprint Views

# Blueprint List View

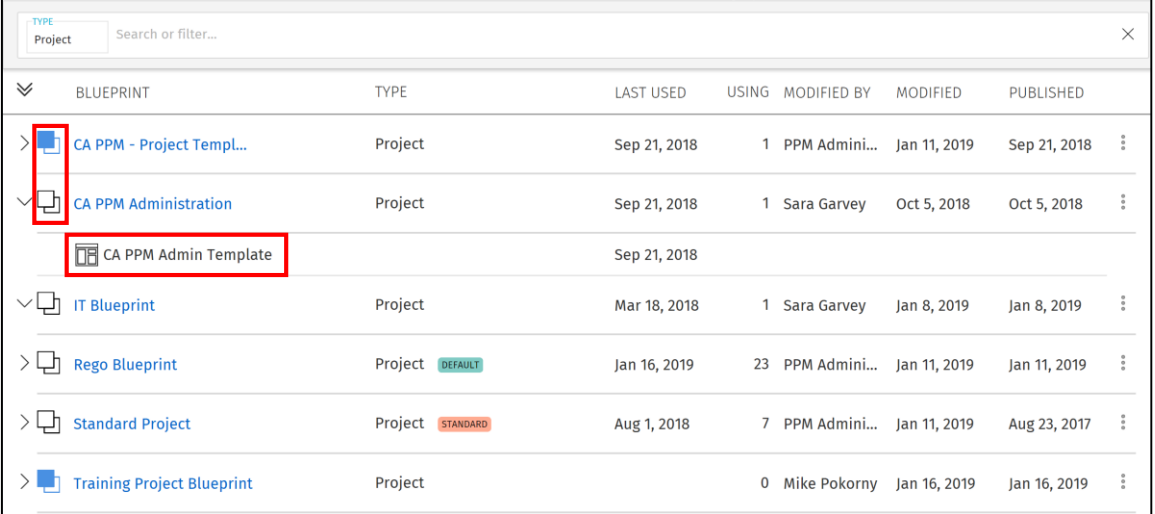
- Here you will see a list of all of the Blueprints that have been created in the system
  - The list is filterable; can filter by Blueprint type (e.g., Idea vs. Project vs. Custom Investments)
- There are multiple options for a Blueprint
  - Copy – Create a new Blueprint which is a one for one copy
  - Rename – Rename the Blueprint
  - Delete – Delete the Blueprint
  - Make Default
    - Any newly created Idea or Custom Investment will inherit this Blueprint.
    - Projects not created from a template will inherit this Blueprint








BLUEPRINT	TYPE	LAST USED	USING	MODIFIED...	MODIFIED	PUBLISHED
> CA PPM - Project Te...	Project	Sep 21, 2018	1	PPM Admi...	Jan 11, 2019	Sep 21, 2018
> CA PPM Administrati...	Project	Sep 21, 2018	1	Sara Garvey	Oct 5, 2018	Oct 5, 2018
> IT Blueprint	Project	Mar 18, 20...	1	Sara Garvey	Jan 8...	
> Rego Blueprint	Project	Jan 16, 2019	23	PPM Admi...	Jan 1...	
> Standard Project	Project	Aug 1, 2018	7	PPM Admi...	Jan 11, 2019	Aug 23, 2017
> Training Project Blu...	Project		0	Mike Poko...	Jan 16, 2019	Jan 16, 2019



# Blueprint List View cont.

- Next to the Blueprint name are Blue or White Boxes which indicate if the Blueprint has unpublished changes
  - Blue – Unpublished Changes
  - White – Published
- Nested under each Project Blueprint are the Templates that have been associated to it
  - This association is changed by simply dragging and dropping the template
- Templates marked as Standard may not be edited. To edit them, first make a copy.



BLUEPRINT	TYPE	LAST USED	USING	MODIFIED BY	MODIFIED	PUBLISHED
>  CA PPM - Project Templ...	Project	Sep 21, 2018	1	PPM Admini...	Jan 11, 2019	Sep 21, 2018
✓  CA PPM Administration	Project	Sep 21, 2018	1	Sara Garvey	Oct 5, 2018	Oct 5, 2018
 CA PPM Admin Template		Sep 21, 2018				
✓  IT Blueprint	Project	Mar 18, 2018	1	Sara Garvey	Jan 8, 2019	Jan 8, 2019
>  Rego Blueprint	Project <span>DEFAULT</span>	Jan 16, 2019	23	PPM Admini...	Jan 11, 2019	Jan 11, 2019
>  Standard Project	Project <span>STANDARD</span>	Aug 1, 2018	7	PPM Admini...	Jan 11, 2019	Aug 23, 2017
>  Training Project Blueprint	Project		0	Mike Pokorny	Jan 16, 2019	Jan 16, 2019

# Properties Tab

- On Project Blueprints, there are 3 main concepts that can be edited. We will go more in-depth later on these topics.
  - Details – This is the main details or properties page for the Project/Custom Investment Type. Here you can add or remove fields and sections. You can also move and resize fields by dragging and dropping them.
  - Visuals – These are the icons on the Project Tiles. There can be a maximum of 3, but there is a minimum of 1 required. Currently, these are only available for the Project Blueprints.
  - Modules – These are the supporting “pages” that can be added or removed from the Project. The modules include functionality like Financials, Teams, Risk, Issues, Changes, etc. Currently, these are only available for Project Blueprints
- By clicking the Edit button, you will be taken Edit Mode where you will be able to modify the different Blueprint topics

CA PPM Training Project Blueprint

Published: Jan 16, 2019

MP Hi, Mike

← DETAILS VISUALS MODULES EDIT

PROJECT SUMMARY

PROJECT NAME \* PROJECT ID \*

PROJECT TYPE WORK STATUS START \* FINISH \*

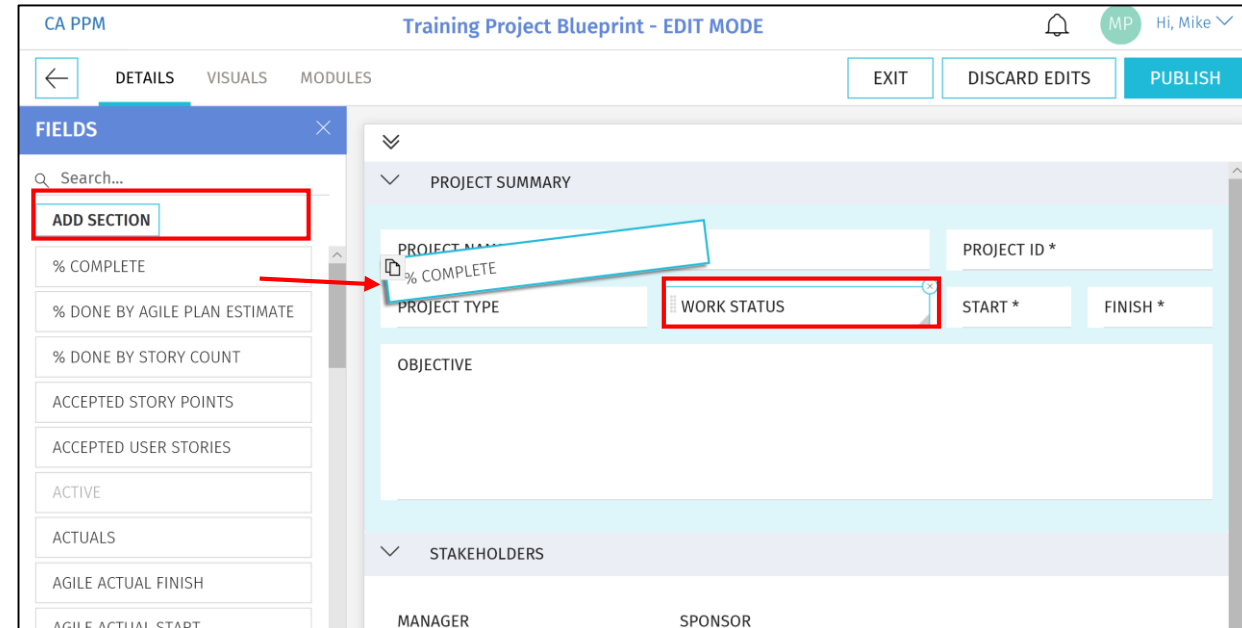
OBJECTIVE

STAKEHOLDERS

MANAGER SPONSOR

# Blueprint Configuration

- Fields Pane
  - Location of the fields you can add to the sections of your Details
    - By default it contains a list of out-of-the-box Project and Investment fields
    - Custom fields and sub-objects can be added and will be covered later
  - Fields that already exist on your Blueprint are greyed out
  - Click the Add Section button to add a new section to the Details
- Fields
  - Add or Move a field by simply dragging and dropping the field into a section
  - Remove a field by clicking the X in the top right hand corner of the field
  - Resize the field by dragging the bottom right hand corner of the field



Note: The following attribute types are not compatible with the New User Experience: Custom Time-Scaled Value (TSV), Attachments, and URLs

- Details Options
  - Exit - Allows you to save your changes without Publishing the new view to Users
  - Discard Edits – Removes all of the change you have made
  - Publish – This Publishes the new view all of the users for the Projects associated to this Blueprint

CA PPM Training Project Blueprint - EDIT MODE

MP Hi, Mike

← DETAILS VISUALS MODULES

EXIT DISCARD EDITS PUBLISH

FIELDS

Search...

ADD SECTION

% COMPLETE

% DONE BY AGILE PLAN ESTIMATE

% DONE BY STORY COUNT

ACCEPTED STORY POINTS

ACCEPTED USER STORIES

ACTIVE

ACTUALS

AGILE ACTUAL FINISH

AGILE ACTUAL START

PROJECT SUMMARY

PROJECT ID \*

% COMPLETE

PROJECT TYPE WORK STATUS START \* FINISH \*

OBJECTIVE

STAKEHOLDERS

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- Custom Attributes can be made available in the Fields list through the attribute properties on the Object in Classic PPM
  - Populate the 'API Attribute ID' with a value
  - Once saved, the attribute will be available in the Fields List for the Blueprints
  - It is suggested to make the API Attribute ID similar to the Attribute ID

Object: Project | Attribute: Previous Status Indicator - *Object Attribute*

**General**

Attribute Name Previous Status Indicator

Attribute ID rego\_previous\_status

Description

Data Type Lookup - Number

Lookup Investment Status Indicator

Default

Populate Null Values with the Default

Value Required

Presence Required

Read-Only   
( In order to make an attribute read-only a default must be selected )

**API Attribute ID**

( This is the attribute id used in the REST API. Set this to make the attribute available via the REST API. )

Include in the Data Warehouse

Include in the Data Warehouse Trending

# Visuals (Projects Only)

- Visuals are displayed on the Project Tiles
- Currently, there are 10 out-of-the-box Visuals to choose from
- Add or Move a Visuals by simply dragging and dropping it
- Remove a Visual by clicking the X in the top right hand corner of the icon

CA PPM Training Project Blueprint - EDIT MODE

DETAILS VISUALS MODULES

EXIT DISCARD EDITS PUBLISH

**VISUALS**

Q Search...

- % COMPLETE
- BUDGET REMAINING
- BUDGET SPENT
- DAYS REMAINING
- DAYS TO START
- EFFORT REMAINING
- EFFORT SPENT
- FINISH DATE
- NEXT MILESTONE
- START DATE

Project Name

TIMELINE

MODULES

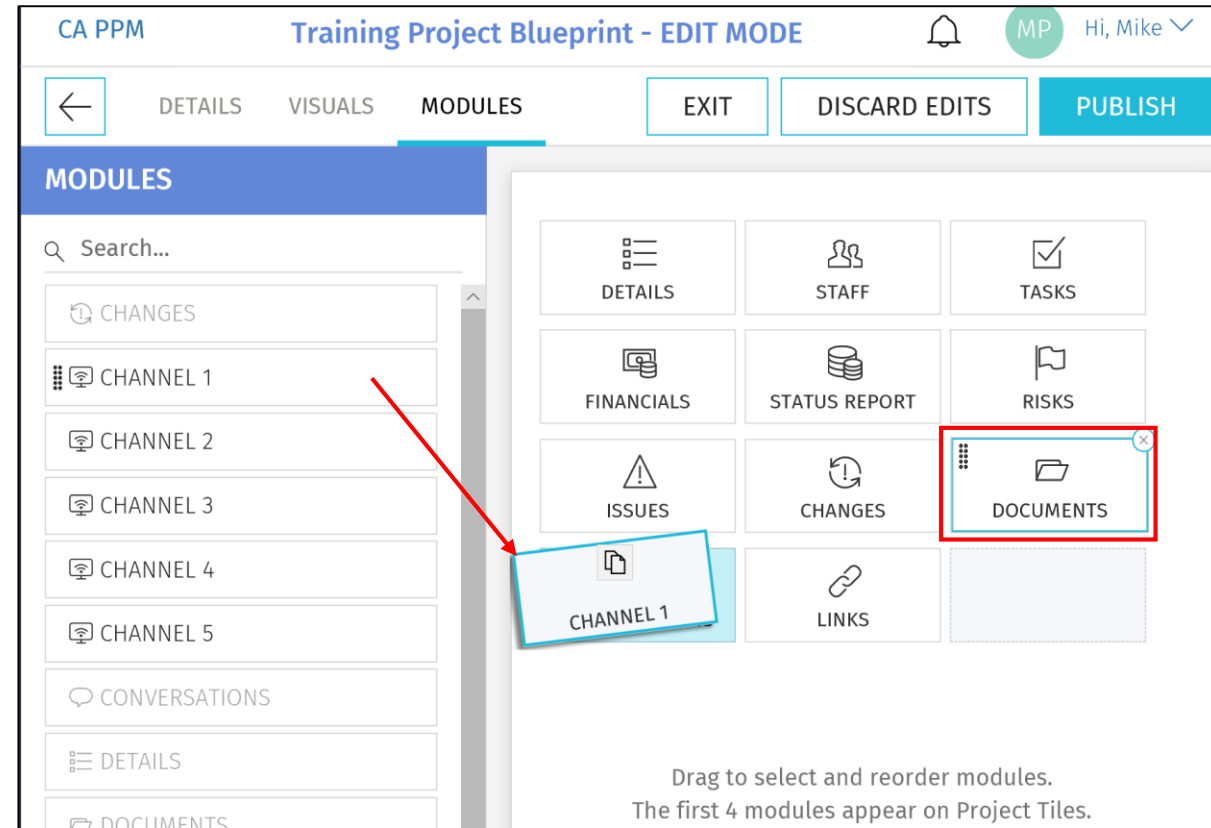
% COMPLETE

BUDGET SPENT

NEXT MILESTONE

# Modules

- Once inside of a Project, Modules are displayed across the top
- The first 4 Modules will also be displayed on the Project Tile for direct navigation to that Module
- There are 12 core Modules which are not configurable and provide project functionality like financials, team, task, etc.
- In addition to the core Modules, there are 5 configurable Channels and the ability to add custom sub-objects





# Modules – Channels (Projects Only)

- Channels are configurable Modules that can be directed to other internal PPM locations, external applications, or external URLs
- Users can stay directly in their Project and get the additional pertinent information
- Configuration
  - Channel Name – The name displayed to the user
  - Channel URL – The URL where the channel will navigate
  - Referrer URLs – These are additional URLs need for navigation like authentication

The image displays two screenshots from the CA PPM interface. The top screenshot shows a project plan for 'ACME Project' with a 'smartsheet' view. The plan includes tasks such as 'Initiation', 'Development', 'Testing', and 'Launch', each with associated durations, start/finish dates, completion percentages, and staffing requirements. The bottom screenshot shows the 'Training Project Blueprint - EDIT MODE' interface, specifically the 'MODULES' section. A 'Configure - Smartsheet' dialog box is open, allowing users to set the 'CHANNEL NAME' (e.g., 'Smartsheet'), 'CHANNEL URL' (e.g., 'https://app.smartsheet.com/b/publish?EQBCT=xxxxxxxxxxxx'), and 'REFERRER URLS' (comma-separated).

# Modules – Custom Sub-Objects

- Custom sub-objects of Projects, Ideas or Custom Investments as a Module in the New User Experience
- Check the “API Enabled” checkbox on the existing custom object or a new custom object
  - Once this is checked and saved, it can’t be undone
- After saving, an API Attribute ID will be automatically created for the object and it will be available as a Module

The screenshot displays the configuration interface for a custom sub-object. The top section shows the 'Subobject' configuration with the 'Master Object' set to 'Project'. The 'API Enabled' checkbox is highlighted with a red box, and a note below it states: "(Once the value is enabled, it cannot be disabled.)".

The bottom section shows the 'Properties' tab for the object 'Test Sub Object - Properties'. The 'API Attribute ID' is highlighted with a red box and is set to 'custTestSubPrjObjs'.

The bottom right section shows a grid of modules. The 'TEST SUB OBJECT' module is highlighted with a red box, indicating it is available as a module.

# Blueprint Rights

- Add the appropriate Blueprint rights to the administration group in the Classic UI administration area.

Group: Admin Training - *Select Access Rights*

Access Right  Description

<input type="checkbox"/>	Access Right ▲	Description
<input type="checkbox"/>	Blueprint - Create Copy	Allows user to create a copy of an existing Blueprint. Includes Blueprint - View - All right.
<input type="checkbox"/>	Blueprint - Delete - All	Allows user to delete all Blueprints except the Standard Blueprint. Includes Blueprint - View - All right.
<input type="checkbox"/>	Blueprint - Edit - All	Allows user to edit all Blueprints except the Standard Blueprint. Includes Blueprint - View - All right.
<input type="checkbox"/>	Blueprint - View - All	Allows user to view all Blueprints.

Displaying 1 - 4 of 4

# Blueprints

You need to set the Blueprint on each of your templates in the Classic UI. You may need to add the Blueprint attribute to the screen.

Suggested: Add to the SETTINGS subpage of your projects.

Blueprint

Name

ID

	Name ▲	ID	Created Date
<input type="radio"/>	ADMIN TEST	BP1020	3/25/18
<input type="radio"/>	JRF test BluePrint	BP1015	1/1/18
<input type="radio"/>	Standard Project	BP1000	9/18/17
<input type="radio"/>	Standard Project - Custom	BP1002	9/21/17

Displaying 1 - 4 of 4

Project: Agile Time Tracking Template - Properties - Main - Settings  Scenario: [--Select--]

Setting

Execute Spawn Estimation Process

Department

Location

Blueprint

Template  (Project must not have time entries or be financially enabled to be marked as a template.)

# Rego Innovation - Blueprint Migrator

- Migrate Blueprint configuration from one environment with a simple process
- Steps: 1) Update Process Parameters; 2) Run the Process; 3) Target blueprint pulled into current environment

The image displays three screenshots from a software interface, each marked with a yellow circle containing a number (1, 2, or 3) to indicate the step in the process.

**Step 1:** A screenshot of the 'Custom Script Parameters' configuration page for the 'Blueprint Migrate' process. The page shows various input fields for parameters such as 'sourceHost', 'sourceUser', 'sourcePass', 'sourceBlueprintCodes', 'blueprintSetStatus', 'isDebug', and 'ignoreVisualErrors'. The 'sourceHost' field is populated with 'http://clarity27.dev.regoconsulting.net:808'. At the bottom, there are 'Save', 'Save And Return', and 'Return' buttons.

**Step 2:** A screenshot of the 'Organizer: Available Processes' page. It shows a search interface with fields for 'Process Name', 'Primary Object', 'Partition', and 'Status'. The 'Status' is set to 'Validated'. Below the search fields are 'Filter', 'Show All', and 'Clear' buttons. A table below shows a list of processes, with 'BluePrint Migrate' selected and checked.

**Step 3:** A screenshot of the 'CA PPM' (Configuration Assistant) interface. It shows a search bar with the text 'Search or filter...'. Below the search bar, there is a list of blueprints: 'BLUEPRINT', 'Blueprint Copy Test', and 'Standard Project'. The 'Standard Project' is marked as 'DEFAULT'.

# Saving Views and Filters



Let Rego be your guide.

# Saving Views and Filters (1)

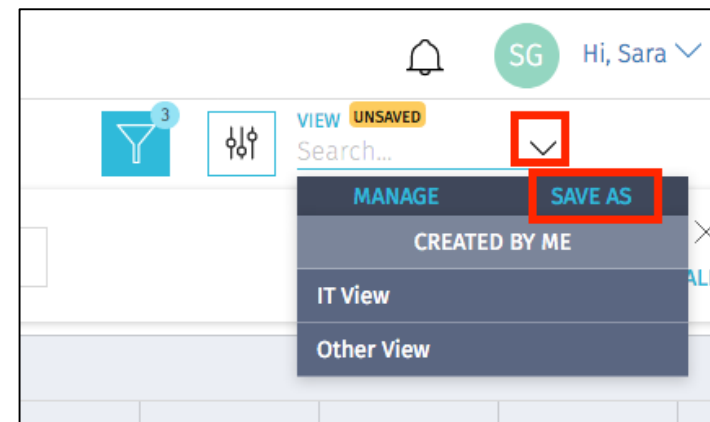
- In the Classic UX, Administrators may save configurations to list views and filters, to ensure users see the right fields in view.
- That same functionality is not available in the Modern UX, but administrators can save a view, and have the end users choose that view, to allow them to see a predefined set of fields and filters.
- To save a view:
  - Configure the filter and columns as you want the users to see them using the column panel and the filter selection.

The screenshot shows the Clarity PPM interface for the 'Projects' view. A red box highlights the filter configuration area, which includes an 'ADD FILTER' button and three filter criteria: 'PROJECT MANAGEMENT OFFICE' (set to '--All--'), 'MANAGER' (set to '--All--'), and 'NAME' (set to 'Contains ...'). Another red box highlights the column panel on the left, showing a list of columns: '\*Name ↑', '\*ID', 'Manager', '\*Start', '\*Finish', 'Actuals', 'Blueprint', 'Project OBS', and 'ETC'. A third red box highlights the table header row, which includes a '+' icon for column selection and the column names. The table below shows a list of projects with their respective details.

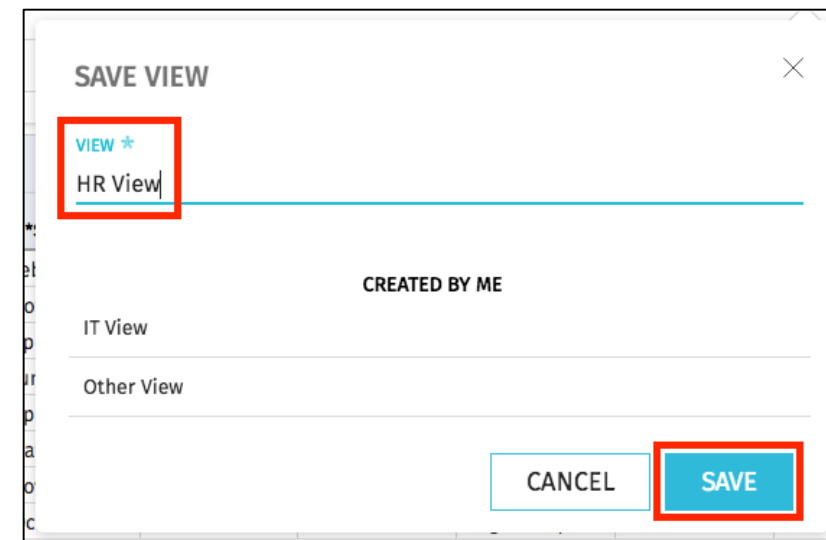
*Name ↑	*ID	Manager	*Start	*Finish	Actuals	Blueprint	Project OBS	ETC
A Fantastic Project	PR000011	Joshi, Navdeep	Feb 02 2015	May 05 2019	0			248
ACME Project	PR000057	Administrator, PPM	Nov 27 2018	Mar 31 2022	0	Rego Blueprint		99
Act thru testing	PR000142	Moore, Taunya	Apr 29 2019	May 24 2019	0			136
After Upgrade Test Project	PR000164	Montanez, Carlos	Jun 18 2019	Jul 01 2019	0	Rego Blueprint	Dept 1	0
Agile Time Tracking Template & <>'	agLtimeTracking	Administrator, PPM	Apr 16 2018	Apr 27 2018	0	Rego Blueprint		0
Allen Test	PR000149	D'souza, Leo	May 24 2019	May 24 2019	0			0
Anesthesia Delivery	PR000010	Joshi, Navdeep	Nov 18 2014	Sep 19 2024	127		Dept 3	146,560
Application Change Template	csk.appChange		Oct 24 2017	Nov 02 2017	0	Rego Blueprint		88
Application Monitoring	PR000037	Wuestel, Chris	Apr 30 2018	Mar 31 2022	575			6,436

# Saving Views and Filters (2)

- To save a view (continued):
  - Once the filter and fields are added, use the *View* menu in the upper right corner to select **Save As** to Save the View.



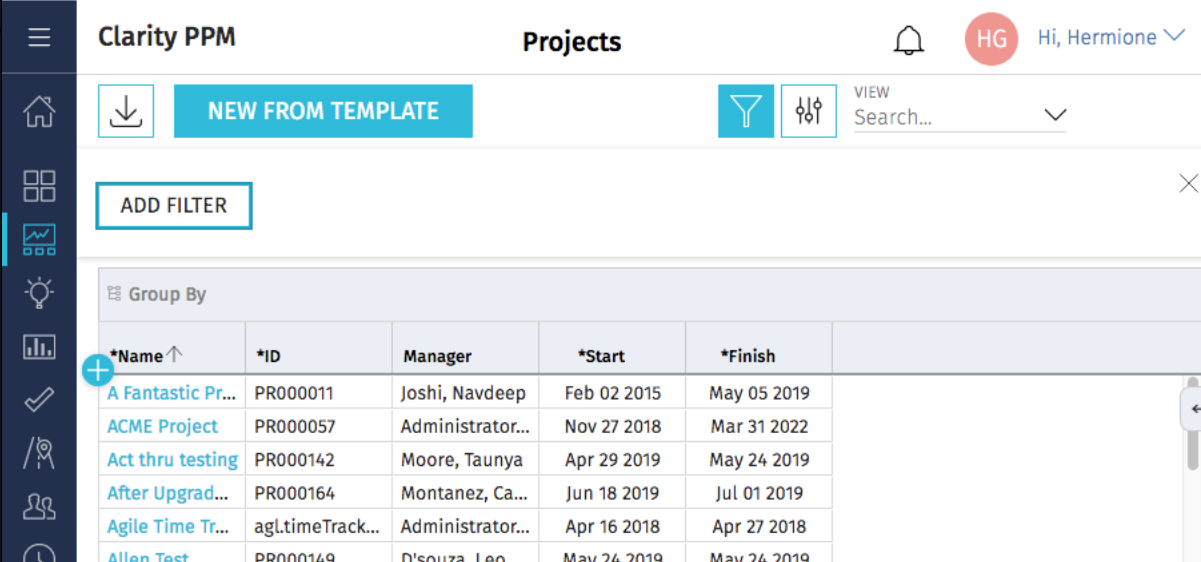
Enter a name for the View, and click **Save**





# Saving Views and Filters (3)

- Once the View is Saved, End Users may then search for and apply the view applicable to them.

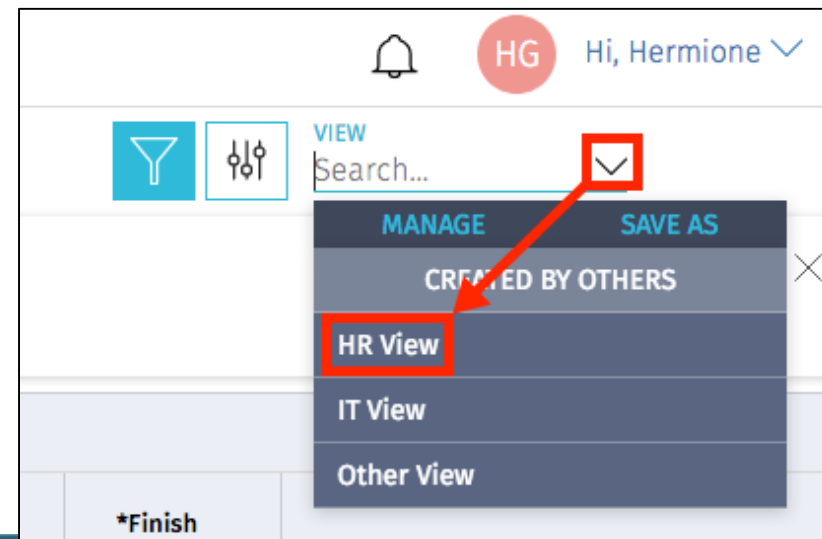


The screenshot shows the Clarity PPM interface for the 'Projects' view. The top navigation bar includes the Clarity PPM logo, the user name 'Hi, Hermione', and a search bar. Below the navigation bar, there are buttons for 'NEW FROM TEMPLATE' and 'ADD FILTER'. The main content area displays a table with columns for 'Name', 'ID', 'Manager', 'Start', and 'Finish'. The table contains several project entries, including 'A Fantastic Pr...', 'ACME Project', 'Act thru testing', 'After Upgrad...', 'Agile Time Tr...', and 'Allen Test'.

*Name ↑	*ID	Manager	*Start	*Finish
A Fantastic Pr...	PR000011	Joshi, Navdeep	Feb 02 2015	May 05 2019
ACME Project	PR000057	Administrator...	Nov 27 2018	Mar 31 2022
Act thru testing	PR000142	Moore, Taunya	Apr 29 2019	May 24 2019
After Upgrad...	PR000164	Montanez, Ca...	Jun 18 2019	Jul 01 2019
Agile Time Tr...	agLtimeTrack...	Administrator...	Apr 16 2018	Apr 27 2018
Allen Test	PR000149	D'souza, Leo	May 24 2019	May 24 2019

**Original View, without desired fields and filters**

- Instruct users to search for and apply the view using the View menu.



# Saving Views and Filters (4)

- The new view will now be applied.

The screenshot shows the Clarity PPM Projects interface. At the top, there's a header with 'Clarity PPM' and 'Projects'. A user profile 'HG Hi, Hermione' is visible. Below the header, there's a navigation bar with a 'NEW FROM TEMPLATE' button and a 'VIEW' dropdown menu currently set to 'HR View'. A filter bar below contains three filters: 'PROJECT MANAGEMENT OFFICE' (set to '--All--'), 'MANAGER' (set to '--All--'), and 'NAME' (set to 'Contains ...'). A 'REMOVE ALL' button is on the right. Below the filters, there's a 'Group By' section. The main area is a table with the following columns: \*Name (with a sort icon), \*ID, Manager, \*Start, \*Finish, Actuals, and Blueprint. The table contains five rows of project data.

*Name ↑	*ID	Manager	*Start	*Finish	Actuals	Blueprint
<a href="#">A Fantastic Project</a>	PR000011	Joshi, Navdeep	Feb 02 2015	May 05 2019	0	
<a href="#">ACME Project</a>	PR000057	Administrator, PPM	Nov 27 2018	Mar 31 2022	0	Rego Blueprint
<a href="#">Act thru testing</a>	PR000142	Moore, Taunya	Apr 29 2019	May 24 2019	0	
<a href="#">After Upgrade Test Project</a>	PR000164	Montanez, Carlos	Jun 18 2019	Jul 01 2019	0	Rego Blueprint
<a href="#">Agile Time Tracking Template &amp; &lt;&gt;'</a>	agl.timeTracking	Administrator, PPM	Apr 16 2018	Apr 27 2018	0	Rego Blueprint

**Saved View, with desired fields and filters**



# Questions?



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## Instructions for PMI credits

- Access your account at [pmi.org](http://pmi.org)
- Click on **Certifications**
- Click on **Maintain My Certification**
- Click on **Visit CCR's** button under the **Report PDU's**
- Click on **Report PDU's**
- Click on **Course or Training**
- Class Name = **regoUniversity**
- Course Number = **Session Number**
- Date Started = **Today's Date**
- Date Completed = **Today's Date**
- Hours Completed = **1 PDU per hour of class time**
- Training classes = **Technical**
- Click on **I agree** and **Submit**



Let us know how we can improve!  
Don't forget to fill out the class survey.



### Phone

888.813.0444



### Email

[info@regouniversity.com](mailto:info@regouniversity.com)



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