MyTimePlan plugin
setup and configuration

LS One – 2017

Contents

1   Introduction

In this document, we will describe how to setup a connector between My Time Plan and LS One. The My Time Plan plugin moves transactions from LS One to My Time Plan where they can be used for shift planning and demand forecasting.

1.1   MyTimePlan

MyTimePlan is a third party solution that solves all issues regarding shift planning, time registration and calculation of salary items. It connects to payroll systems and makes it easier for managers to deal with every company's most valuable asset – its human resources – and promotes higher productivity and better quality of life.
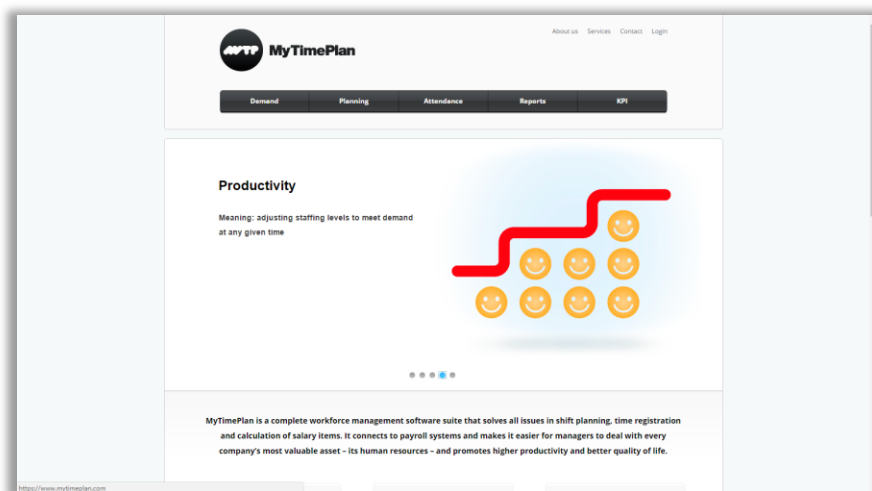
1.1.1   About MyTimePlan

Administrators are facing more pressure and demand for increased profitability and efficiency in the use of company resources. Salary cost is the biggest changeable cost item, and is increasing. Administrators need to find ways to save money and increase flexibility of the workforce to adjust to fluctuating demands in today's constantly changing environment. At the same time, employees and their unions are calling for greater work/life balance, which necessitates a new approach to scheduling working hours.

Our solution is focused on meeting the often-contradictory needs of management and staff.

1. Forecasting - effective use of human resources starts with forecasting demand for upcoming periods based on imported data from LS One.

2. Scheduling – employees are invited to enter their own preferences; an optimization engine completes the schedule, adjusting staffing to demand at all times.

3. Attendance - employees register their attendance through the internet, by phone or using a terminal.

For more information and quotes, please contact My Time Plan on mytimeplan@mytimeplan.com or review their website and http://mytimeplan.com
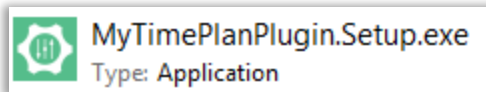
1.2   MyTimePlan plugin

The MyTimePlan plugin is a plugin added to Site Manager that allows the user to manage sending transactions between the two systems. It allows the user to either manually send transactions from stores to MyTimePlan (MTP) or schedule transaction sending with scheduler and Data director.
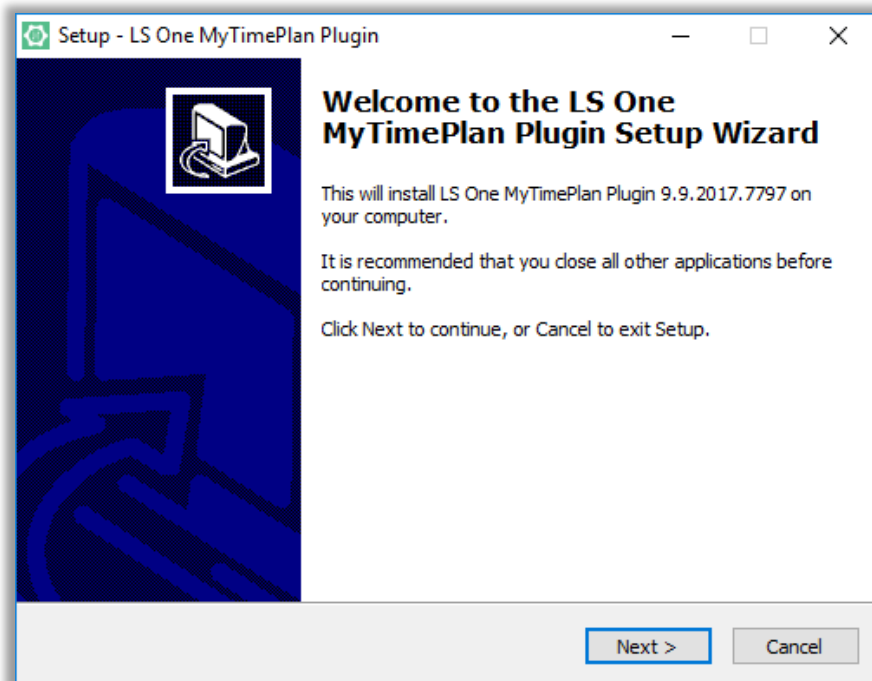
2   Setup of MyTimePlan plugin

Before setting up MTP plugin you need to have Site Manager setup on your machine. Site Manager can be downloaded from the partner portal (http://partners.lsretail.com/Products/LS-One/Downloads) please refer to the Site Manager installation guide for installation.
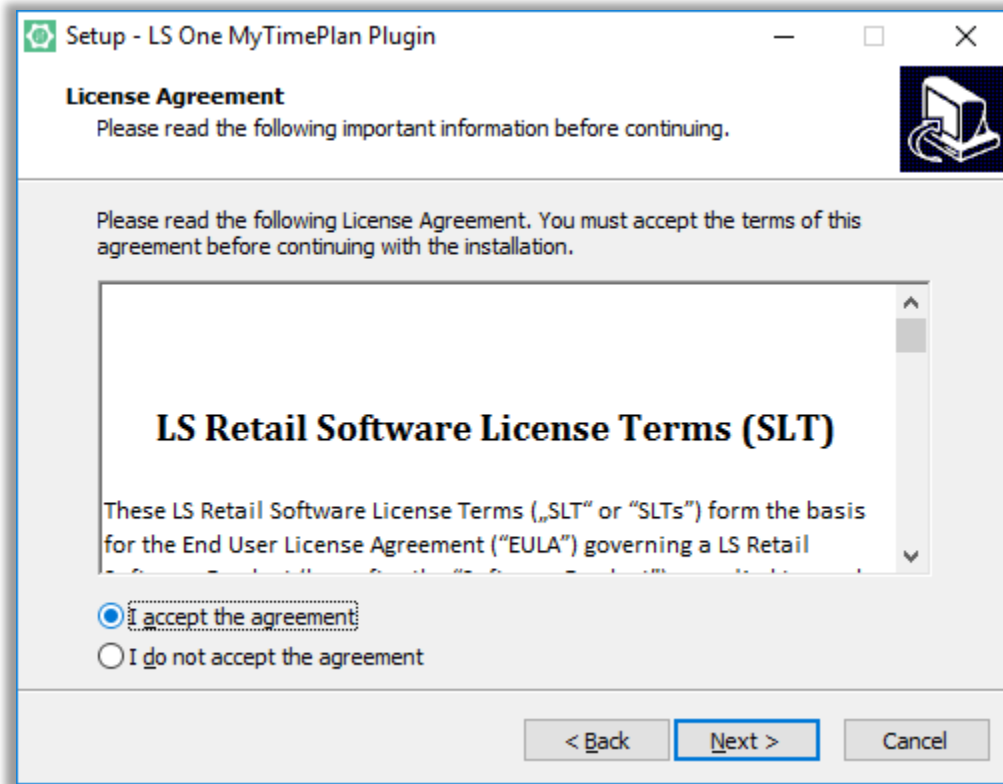
Once the Site Manager has been installed you can install the MTP plugin using the setup file you downloaded with this document.
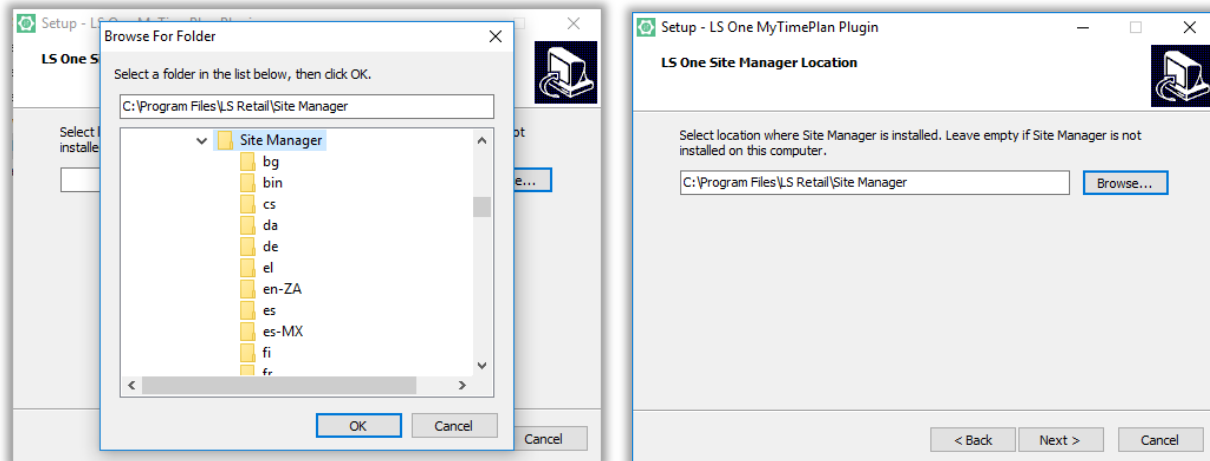
MyTimePlanPlugin.Setup.exe
Type: Application

Run the setup file and the setup wizard opens up.

Welcome to the LS One MyTimePlan Plugin Setup Wizard

This will install LS One MyTimePlan Plugin 9.9.2017.7797 on your computer.

It is recommended that you close all other applications before continuing.

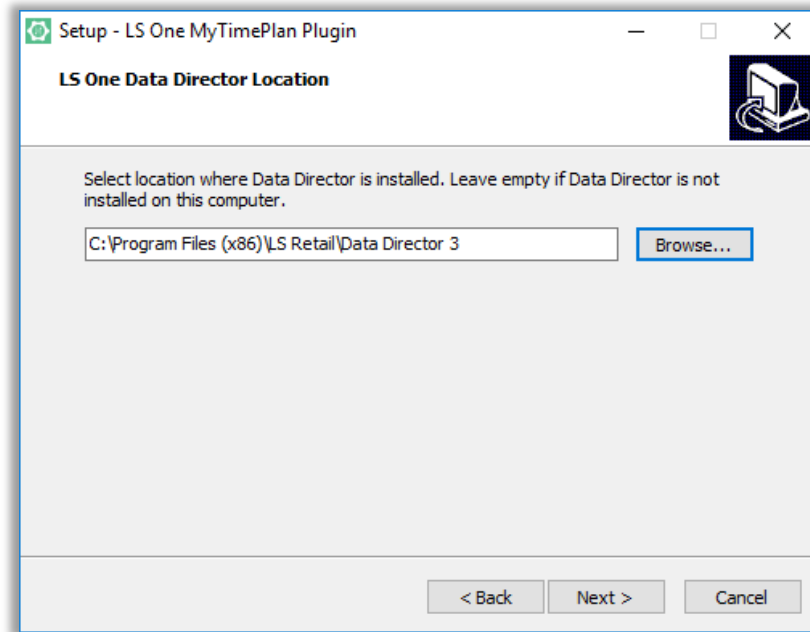Click Next to continue, or Cancel to exit Setup.

Press **Next >**
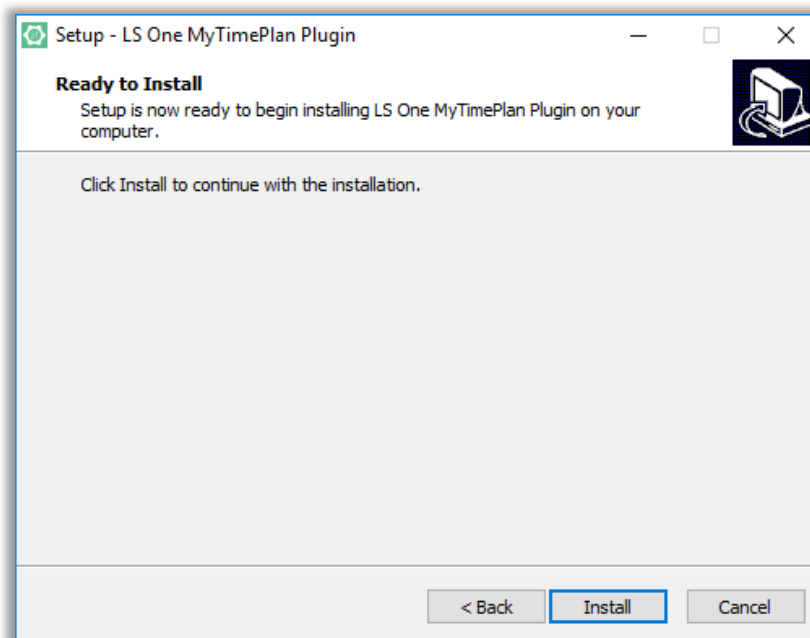
Accept the agreement and press **Next >**

In the Site Manager Location window select browse and browse to the Site Manager install folder. It should be located at C:\Program Files\LS Retail\Site Manager
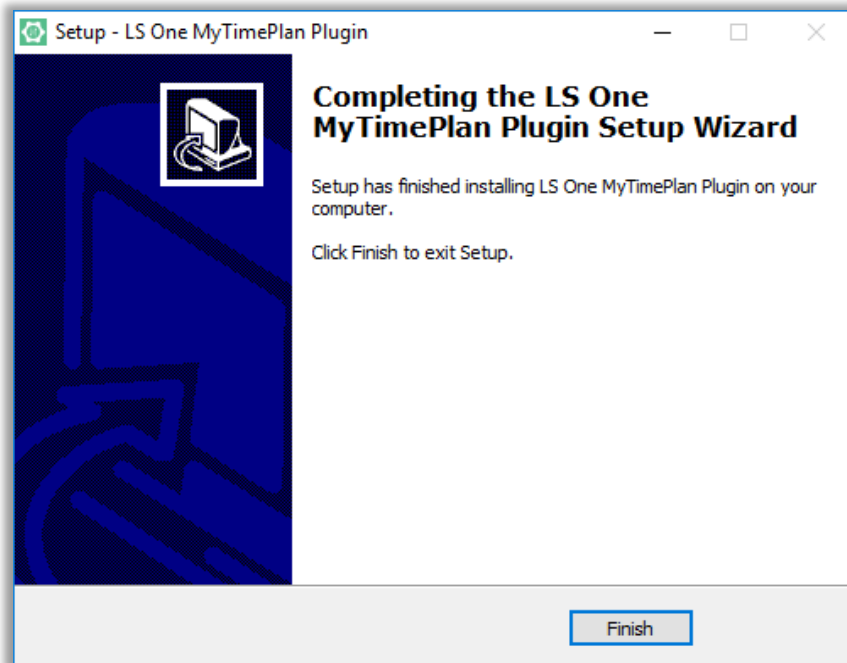
Press **Next >**

If there is a DD running on your machine and you want to be able to schedule transaction export to MTP then you Browse to the Data Director install folder otherwise you leave this path blank.

Press **Next >**

The system is now ready for installation. Press **Install.** A progress bar is displayed while the setup is running and when it is finished the next window is displayed.
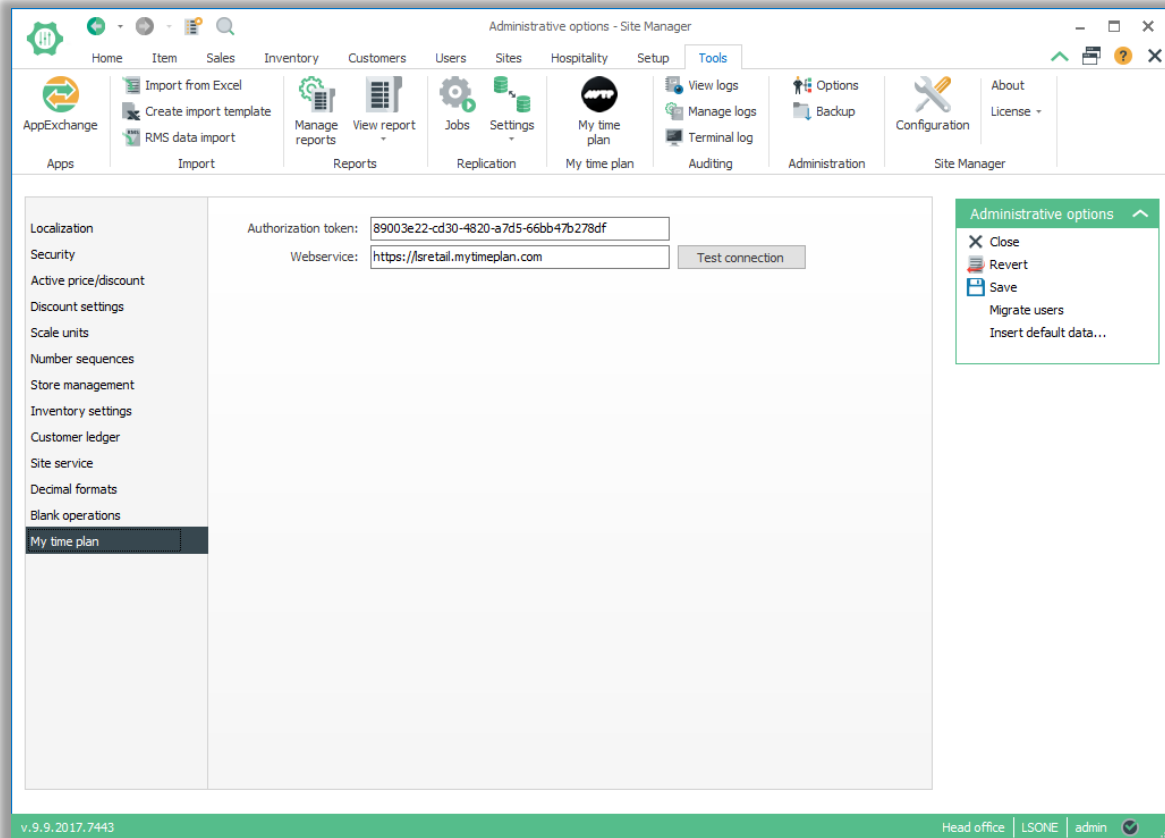
Press **Finish** to complete the installation. You can now export transaction from LS One to MTP through Site Manager. How this is done is explained in the next chapter.

3   Configuring MyTimePlan connection

Before you can export the transactions to MyTimePlan you need to configure the connection to the system. Please contact MyTimePlan for an account and when you have received an authorization token and webservice URL from them you can enter this information in the Site Manager.

Open Site Manager and navigate to Tools > Administration > Options > My Time Plan. This tab was added by the plugin.
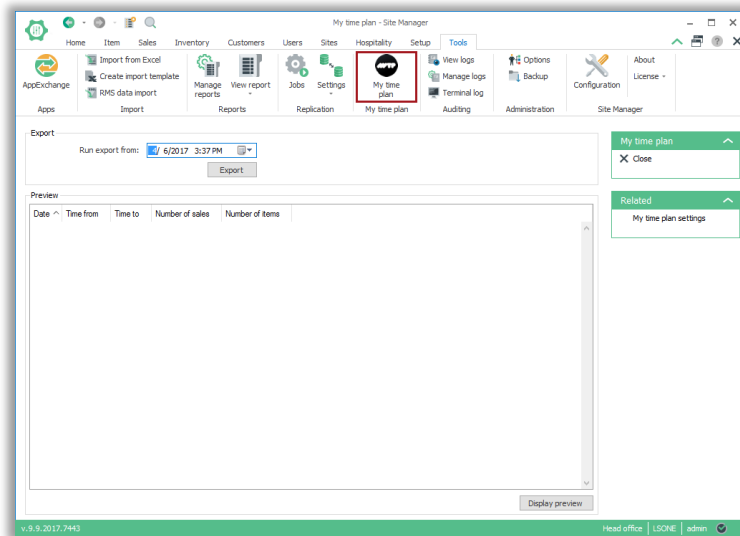
Enter the information provided by MyTimePlan and press Save. The system is now ready to export databetween the two systems.

4   Exporting transactions from LS One to MTP

4.1   Manual export

Open Site Manager and navigate to Tools > My Time Plan > My Time Plan. This menu item was added by the plugin.

Select the date you want to export from and press **Display preview**. A preview of the data that will be exported is displayed in the list view. The transactions from this date are now displayed in intervals of 15 minutes and that is the data that will be exported.

Image with data in preview

Press Export. The transactions from this date are now exported to MyTimePlan in intervals of 15 minutes and can be viewed and used from your MyTimePlan account.

> The number of items represents the total number of processed items in 15 minutes intervals , regardless of unit type (sold, voided, returned, etc). Training transactions are ignored.
>
> The unitId in MyTimePlan website is formed by concatenating AreaID, store id and terminal id.
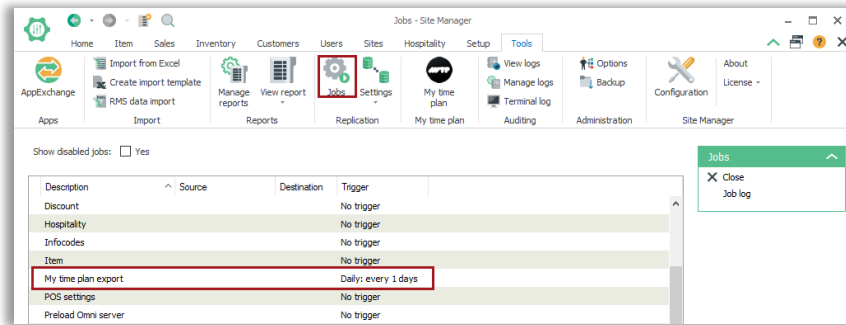>
> If a manual export is done that falls in the 15 minutes interval, data for that interval is not gathered and pushed to MTP service.

First historical data should be exported to MyTimePlan and processed by MTP (if the MTP backend is processing data you will see the number of records in a green badge over the gears icon in MTP web site). Only after all historical data has been exported and processed on MTP side the scheduled or manual daily/weekly exports should be done.
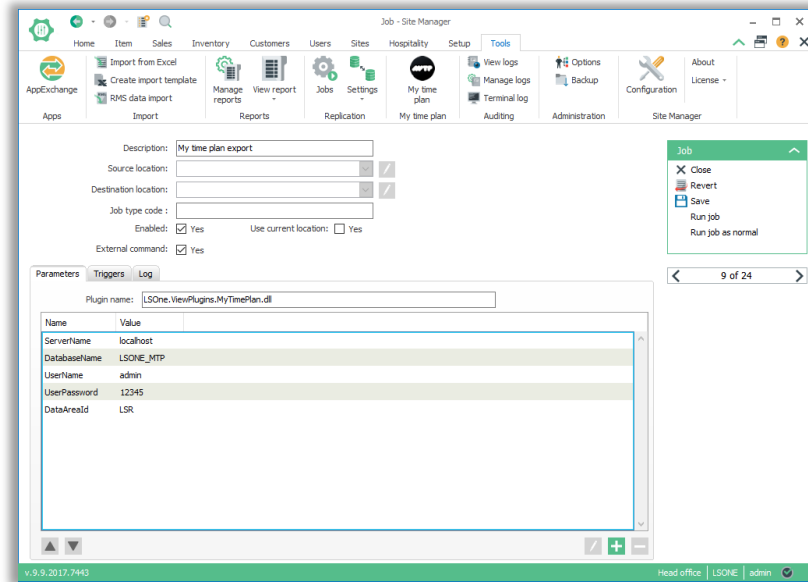
4.2   Scheduled export

If you want to send your transactions regularly to MyTimePlan you can schedule regular export using the Site Manager and Data Director.

When you setup the MyTimePlan plugin the job *My time plan export* is added to the list of jobs. To view the list navigate to Tools > Replication > Jobs in the Site Manager.

To schedule the job to run regularly you need to open the job and configure it.

Start by setting the following parameters by pressing the add button in the Parameters tab (see image above for example). Without the mandatory parameters the job will not run successfully.
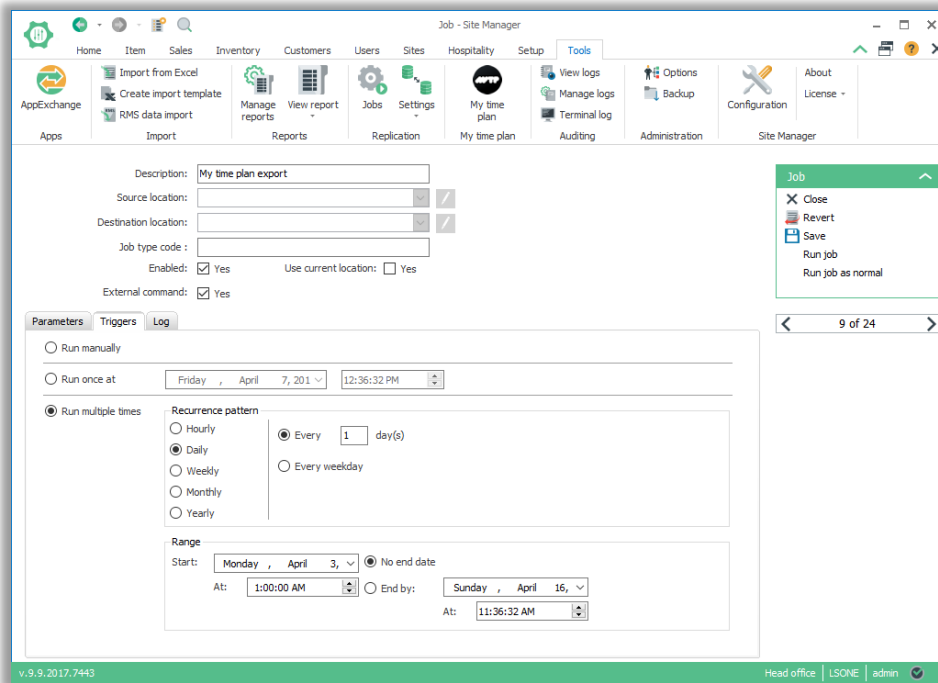
Mandatory:
- ServerName
- DatabaseName
- UserName
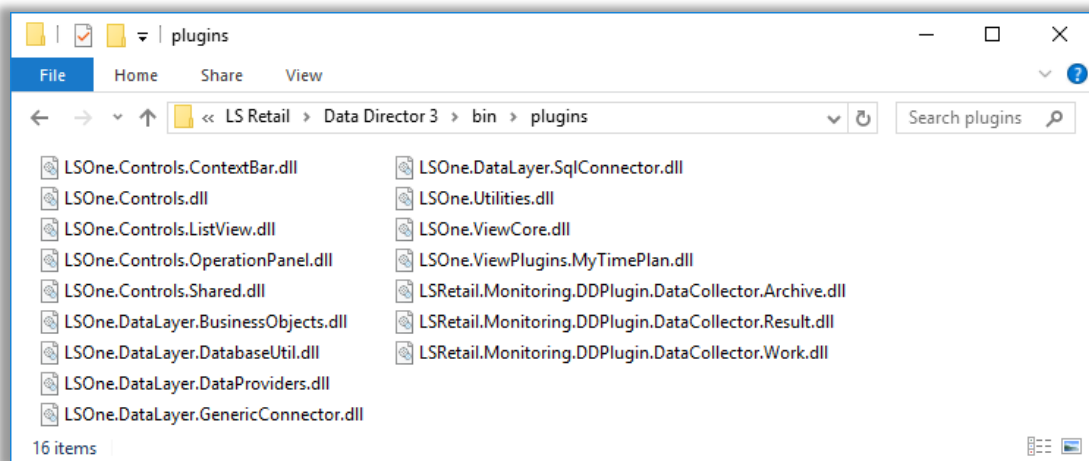- UserPassword
- DataAreaId

Optional:
- DatabaseUser
- DatabasePassword (mandatory with DatabaseUser)
- ConnectionType
  - Shared memory
  - TCP/IP
  - Named pipes (default)

To set a schedule for the job select the Triggers tab and set it to the desired schedule.

⚠️ For this to work you need to have selected a DD setup folder when the MyTimePlan plugin was setup so the reference dlls needed are present in the DataDirector > Plugins folder.

4.3   Settings available in database

In the table MyTimePlanSettings, you can find the saved webservice url and authorization token, along with last exported time and last replication counter which are used to filter already sent data when running the export automatically. This information is only available in this table and cannot be viewed or edited in Site Manager.