Author

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I'm not a programmer but an accountant, I am in charge of administrative and information systems and have a passion for computers.

I started studying OOoBasic and API of OpenOffice.org (which I use since 2001), to create macros and programs that issue through the extension, both at work and on OOo site extension .

I find Databases extremely useful in the everyday work of office, so I've created different, using MySQL . I believe that sharing knowledge is the basis for a better society, so I usually use free licenses for the extension that I develop.

But even the free software must have an economic return, and the little User Guide is the result.

I am interested in particular to do:

- Support for the migration and use of OpenOffice.org;
- Macros of varying usefulness with OOoBasic and Python;
- MySQL relational database, with links to other databases already available;
- Front-end for database.

I routinely use both Windows and Ubuntu, so the User Guide will come out later also for Ubuntu.

IcsTools

What is it?

It's an extension of OOo used to schedule a task, a project, a job, all with a feature: a duration well over one week.

Who performs tasks that last over a long period of time can gain much utility from setting a series of steps in certain dates, in order to ascertain the current status of the project and to predict an end date, with some confidence.

- ✔ Example 1. Who builds a house has to program many different jobs done by different people: the bricklayer, stone mason, the plumber, electrician, tiler, furniture, etc.. Everybody needs some time of execution of work, is available from a certain date or may have some delays. It is not easy to coordinate them all without problems, whereas there is usually a time limit within which all must be completed and must be respected.
- ✔ Example 2. Who wants to certify a company for quality, draw up a project into successive steps and coordinate a group of people who must participate in the adoption of the new system. Is therefore necessary to monitor the progress of all in implementing the quality system, otherwise it could verify delays or inefficiencies.

You can also simple use the program to create a Gantt chart, to improve the presentation of a project.

The graph can be copy-pasted (with right click and copy, or CTRL-C and CTRL-V) in Writer or Calc or other. And, moreover, it become manually editable too.

The program is ready to use per-user just installed: you can use as multi-user, but for this you must install an external database engine - MySQL - (see *Installation and use a shared network with MySQL 5.1*).

Installation

Installing IcsTools.oxt is as simple as all extensions: simply double-click the file and will open the Extension Manager of OpenOffice.org

Alternatively, you can install it manually through the command *unopkg add* IcsTools.oxt, to be executed in the directory *program* OpenOffice.org (usually *C:\Program Files\OpenOffice.org 3\program\)* from the command line.

Use

Broadly:

The point **1. Insert the project** requires the insertion of the following data:

- the name of the project (*Table 1: Item 1)* ;
- the owner of the project (*Table 1: Item 4)* ;
- the project leader (*Table 1: Item 6)* .

The following data are optional

- the start date of the project (*Table 1: Item 2)* ;
- the end date of the project (*Table 1: Item 2)* ;
- notes.

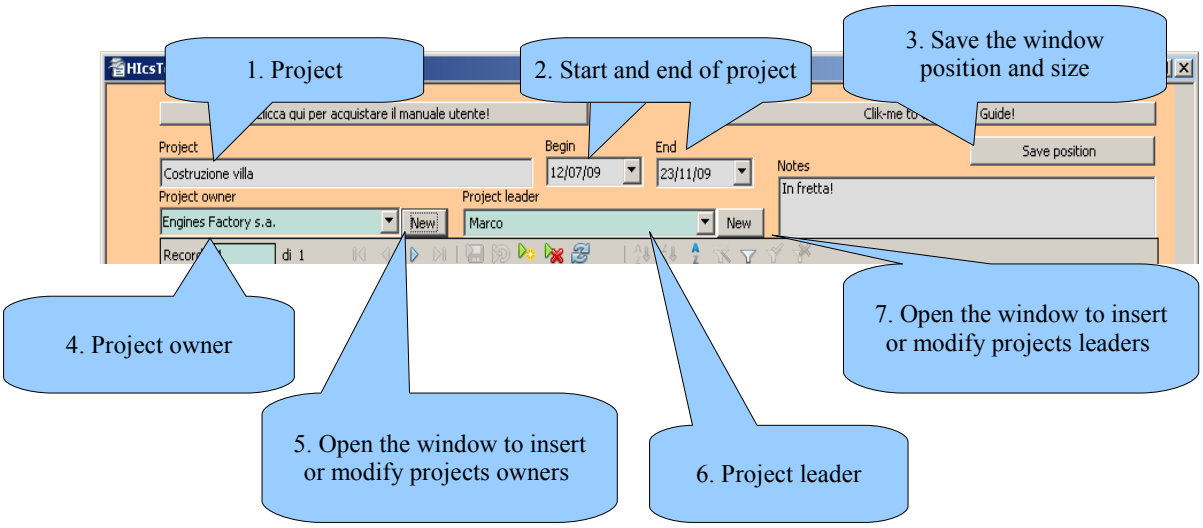

Table 1:

To facilitate the first use of the extension were included some records of evidence, one for each table, so we can do some test immediately (they can then be safely deleted).

For the insertion of new owner or leader, simply click on the button *New* beside the box of choice, (*Table 1: point 5* and *point 7*). It will appear an entry window (*Table 2: and 3:).*

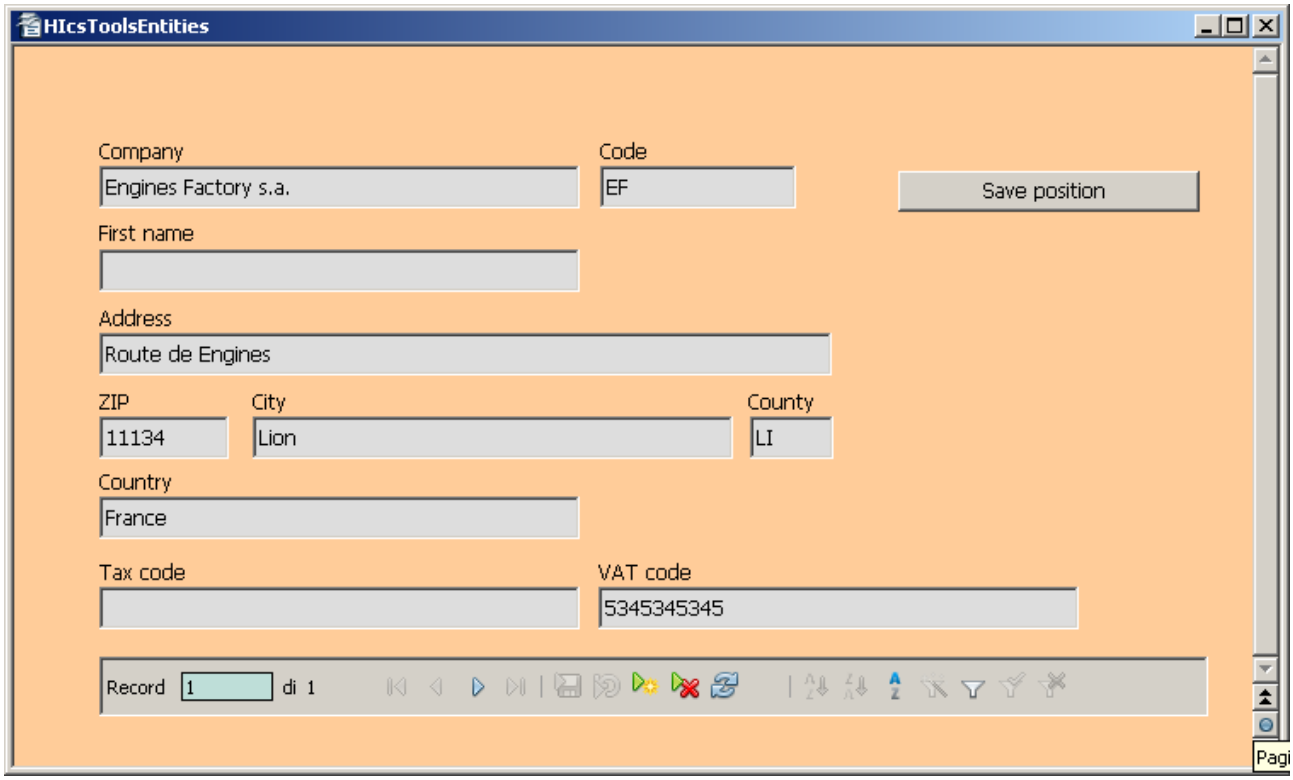

Table 2:

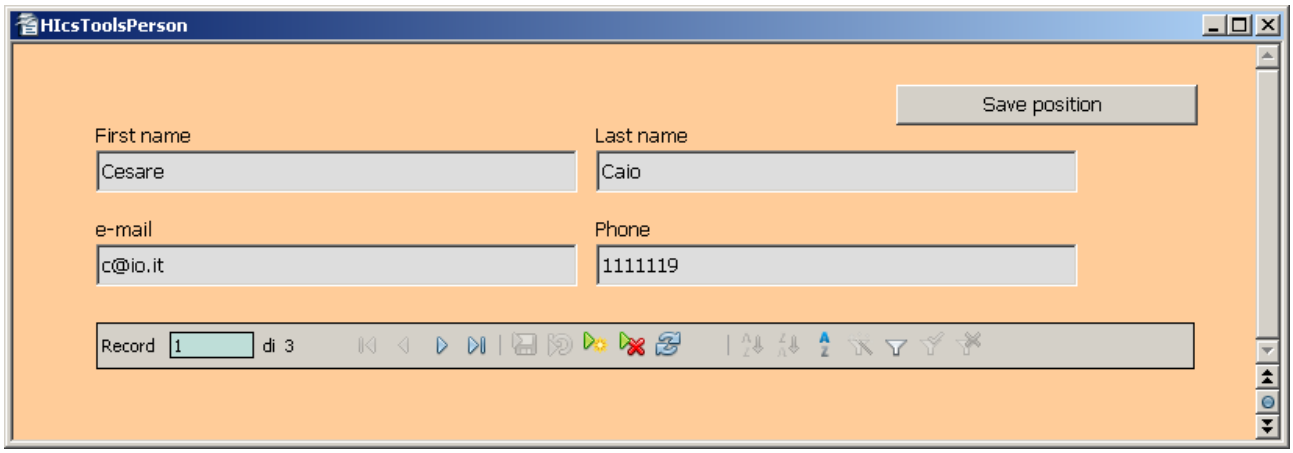

Table 3:

Key Save position allows saving the location, size, and the current zoom of the window, setting that are saved within the extension and are retained even after the closing session of OOo. Also, if you use the built-in database of OOo, you need to click it to update the window after the first installation.

In the point **2. Insert tasks** we have to pass:

- the name of the operator who performs the task (*Table 4: point 1)*;
- the duration of the activity in days (*Table 4: point 4)* ;
- description of the activity (*Table 4: point 6);*
- activity priority (any number in ascending order: first the number 1, then 2, etc..) (*Table 4: point 7)* .

The following data are optional

- the start date and end of the activity (*Table 4: point 2 and 3)* ;
- progress of the activity (*Table 4: point 5)* .

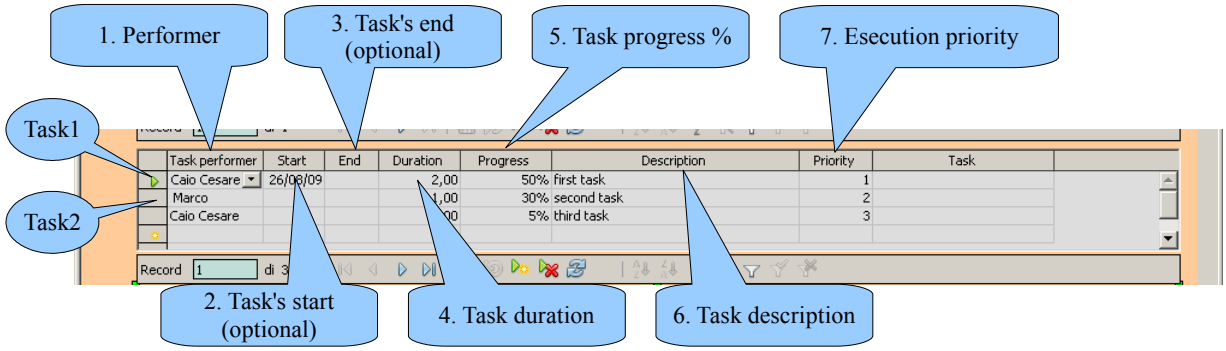

Table 4:

Caution: it must be placed at least 1 date in 1 of the activities to be taken so that the program can calculate the time and display the Gantt.

Examples of practical use

✗ PROBLEM: I have to comply with a final maturity date of the project:

✔ Solution: Insert the activities with the expected duration and priority, then insert the end date on the latest activities. The program calculates, backwards, all the dates of development of various activities.

✗ PROBLEM: I have to respect the intermediate step of some or all activities:

✔ Solution: Insert the activities with the expected duration and priority as above, by inserting known dates. The program meets the expiry dates of each activity.

If you enter in an activity both the original date that the final date, the program calculates the duration from the start date. The next task, however, start from the end date of the previous task.

Tips The calculation of days is done by jumping on Saturday and Sunday. For this, 5 days became 7, but also an activity of 1 day which begun Friday, will end Monday, then last 3 days.

Point **3. Gantt displayed** provides for the display of the project as in *Table 5:*

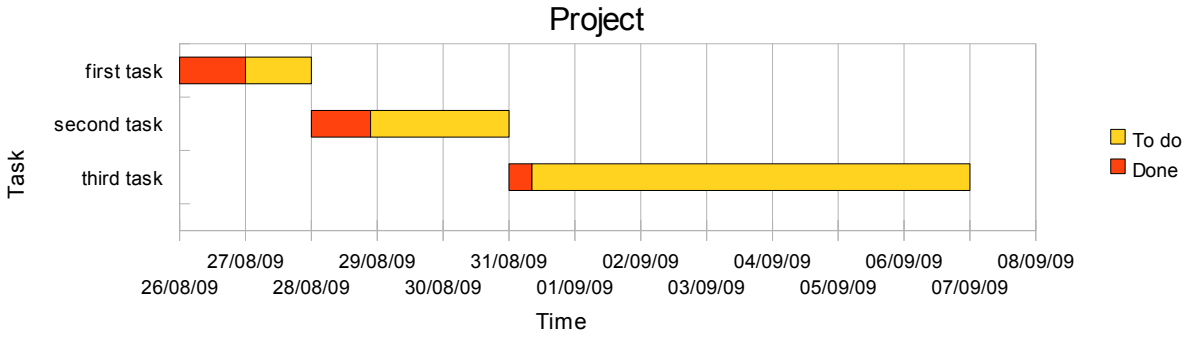

Table 5:

The graph at this point can be copied and pasted on Writer, Calc, Impress, Draw, etc. and it can be changed by accessing the object properties. Is also detached from any connection to the database, so it will not be updated, even modifying the database.

Tips If the display of the mask is not optimal, you can change the zoom quickly by holding down CTRL and rotating the mouse wheel (or the touch-pad scrolling vertically on the right), paying attention to be in the orange part of the window. Then clicking on *Save Location* the zoom selected will be saved.