

## Afinion Project-Viewer 3.0

### Time Reporting in 2 Minutes

1. Open the database **Afinion.mpd** with Microsoft Project
2. Open then project **Time Reporting**
3. Select the view **Resource Sheet**
4. Enter your name in the field **Windows User Account** of the resource **Test User** using
  - **Domain\YourLogin**, if you are linked to a domain
  - **PC-Name\YourLogin**, if you are working in a workgroup or on a standalone pc
5. Save the project and close it
6. Open **Afinion Project-Viewer** and click on the connection manager
7. Open the database **Afinion.mpd** and load the project **Time Reporting**
8. Double-click on the activity **Your Task**
9. Enter some hours and a value for **%complete**
10. Reload the project in Microsoft Project
11. Select the view **\*Time Report**. You will now see the result of your entries in the fields **Actual Work Hours** and **% Work Progress** as well as graphically by the **Graphical Indicators** and in the **Red Bar** in the barchart.
12. That's it!!

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