

Project Activity Types

Here, you can individually select the activity types you want to use for a specific project. If you don't make a selection, all activity types are available (see [Activity Types](#)).

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Configure Project Activity Types

Go to

ictime - Administration - Project Configuration

You can either edit a project and click on the tab "Activity Types" or you can access the activity types directly from the project list (see [Project List](#)).

Use All Activity Types

The default setting is that all projects use all activity types (see [Activity Types](#)).

Configure Projects

Global Teams

Activity Types

Rounding Rules

Permissions

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Configure Projects

Activity Types : Support XZA

Activity type configuration for this project

☒ Use all existing activity types

☐ Do not use activity types

☐ Select specific activity types

Not assigned

Save

Add

Remove

Assigned

Support

Various

Activity I

Another One

Brainstorming

If an activity type is added to **ictime** (see [Activity Types](#)), it will be automatically considered for all projects with this configuration, so you do not need to assign it. If you have chosen "Use all existing activity types", you can't use the multi-selects to individually assign activity types, they are deactivated.

Don't Use Activity Types

If you don't want to use activity types for **this project**, select the respective option:

Activity Types : Support XZA

Activity type configuration for this project

- ☐ Use all existing activity types
- ☒ Do not use activity types
- ☐ Select specific activity types



If have already used activity types and now decide to no longer use them, work logs with activity type assignment won't change; i.e. the activity type will still be part of the **ictime** extended work log information and will be displayed in all lists, reports etc. However, if you edit such a work log, the activity type will be deleted and replaced by "none" when you save.

Use Selected Activity Types

If you want to assign only selected activity types to a project, you can do this by selecting the option "Select specific activity types".

Activity Types : Support XZA

Activity type configuration for this project

- ☐ Use all existing activity types
- ☐ Do not use activity types
- ☒ Select specific activity types

Not assigned

Support
Activity I
Another One
Brainstorming
Documentation

Add

Remove

Save

Assigned

Various
Consulting
Specification

Just add and remove activity types by marking them in the list and clicking on the respective buttons.

You have to add at least one activity type.



If an activity type is added to **ictime** (see [Activity Types](#)), it will not be automatically added for projects with this configuration!

You can't remove an activity type for a project if there is a least one work log with this activity type. This applies only for work logs which are NOT accounted.

Not assigned

Consulting

Add
Remove

Save

Assigned

Documentation
Implementation
Project Management
QS & Test

! The following activity types are currently used and cant be deleted: Consulting

This also has to be considered when switching from using all activity types to using only selected activity types, in this case you will have to add all activity types that already have been used. You get a respective error message if you are trying to remove (or not to add) an activity type with existing work logs. Depending on the number of work logs affected, you could run a report that delivers these work logs and might change the activity type (see [Reporting](#)).

Set Default Activity Type

From ictime version 5.8.1.6 on one can set a default activity type for each project (see picture below #1).

Administration Scrum Test Project

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Activity Types : Scrum Test Project

Activity type configuration for this project

☒ Use all existing activity types
☐ Do not use activity types
☐ Select specific activity types

Default Activity Type
Implementation

1

Not assigned

Consulting
Documentation
Implementation
Testing

Add
Remove

Assigned

Save

Once defined, this activity type will be prefilled in the log work screen (#2), if you log time for an issue (#1) which belongs to this project (see picture below).

Log Work

User: icadmin

1 Issue: STP-1

Date: 2024/07/20 08:00 AM

Time:

☒ From To

☐ Time spent (e.g. 3w 4d 12h)

Remaining Estimate

☒ Automatically

☐ Leave blank

☐ Set to (e.g. 3w 4d 12h)

☐ Reduce by (e.g. 3w 4d 12h)

No charge ☐ Info

2 Activity: Implementation

Description

Style B I U A A

☐ Create another

Here in this example Issue STP-1 belongs to the Scrum Test Project, which has a predefined default activity type.

Activity Types Globally Deactivated

If activity types have been globally deactivated for **ictime** (see [Activity Types](#)), you can still use the configuration interface on project level, but your settings will be ignored. The interface shows a respective message.

Activity Types : Support XZA

Activity type configuration for this project

i Activity types are deactivated on ictime level. Settings done on this screen won't be applied.

- ☐ Use all existing activity types
- ☐ Do not use activity types
- ☒ Select specific activity types

Setting up Rounding Rules for Project Specific Activity Types

Activate Rounding Rules for project specific Activity Types

Go to

ictime - Administration - Project Configuration - Rounding Rule

If your setup defines project specific Activity Types, ictime gives you the flexibility to define for which specific project activity type a rounding rule will be applied. If you create a new ictime work log entry with this setting, the system will first search if there is a specific rounding rule defined for the project activity type you are logging and

- if it finds one, it will be applied
- if it does not find one, it will fall back to the default project rounding rule you defined, which could be "No rounding" also.

This setting can be made by using "Enable overriding rounding rules for activity types".

Administration

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Customers

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Rounding Rule : Rounding Rules Documentation

Rounding rule setup for this project.

No Rounding

Default Rounding Rule:

INIT_30_ADD_15

Consider Activity Type based Rounding Rule :

Enable overriding rounding rules for Activity Types - Fallback to Pro

Save

- Select the Activity Type configuration for your project using option "select specific activity types".
- Add all or a subset of Activity Types you want to use in this project and save.
- In a second step choose a specific rounding rule for every selected Activity Type and save.

Define Rounding Rules for project specific activity types

Go to

ictime - Administration - Project Configuration - Activity Types

and select a rounding rule for each activity type you assigned to the project.

Administration

Configure Projects Global Teams Activity Types Rounding Rules Permissions Work Log Attributes Customers VAT

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Activity Types : Rounding Rules Documentation

Activity type configuration for this project

- ☐ Use all existing activity types
☐ Do not use activity types
☒ Select specific activity types

Not assigned

Beratung
Design & Usability
Dokumentation
Implementierung
Projektmanagement

Add

Remove

Save

Assigned

Support

Project specific rounding rules for Activity Types

Activity Type

Rounding Rule

Support

INIT_30_ADD_30

Save

Now if you log time within this project using a specific Activity Type which has a defined rounding rule for this project, rounding according to this rule will be applied.
Otherwise the project default rounding rule will be applied (which could be "No rounding" also).