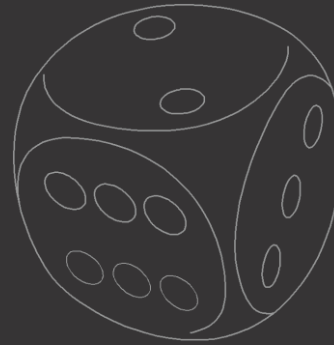
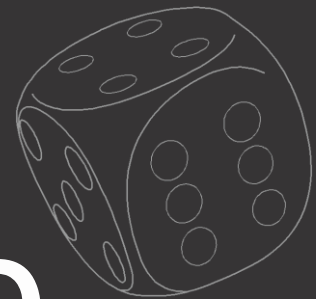


Full Monte™ — The better approach



to Schedule Risk Analysis



Full Monte™

for Microsoft Project - Installation Guide



BARBECANA

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Chapter 1: Installation

1.1 Overview

Full Monte SRA for Microsoft Project is an add-in that integrates directly into Microsoft Project. The advantages of installing directly into Microsoft Project include:

- Avoiding the necessity of exporting project data to an external application with all the attendant issues surrounding export/import.
- Being immediately accessible as part of the normal Microsoft Project experience
- Faster access to all required data
- Avoiding data versioning and ownership issues

1.2 Prerequisites

Full Monte SRA for Microsoft Project is supported with the following environments:

Microsoft Project (Standard or Professional, x86 or x64 desktop editions)

Microsoft Project 2010
Microsoft Project 2013
Microsoft Project 2016
Microsoft Project 2019
Microsoft Project 2021
Microsoft Project for Office 365

Operating Systems

Microsoft Windows 10 (x64)
Microsoft Windows 11 (x64)

Additional Requirements

Microsoft Visual Studio Tools for Office (VSTO) 2010 Runtime

1.3 User Account Requirements

Full Monte for Microsoft Project must be installed using an account with **Administrator rights** to the local computer for two reasons:

1. By default the application will be installed to C:\Program Files (x86)\Barbecana\Full Monte MSP so that it may be used by any account on the computer.
2. It may be necessary to install addition pre-requisite system components (for example Microsoft .Net 4.0) that can only be installed by Administrators.

NOTE: We strongly recommend using a local account with Administrator rights for the installation. Many Domain Administrator accounts will not have sufficient rights to update Microsoft Project registry entries to enable the Add-in.

Once installed, the application may be used by any user account that can run Microsoft Project.

1.4 Obtain the Full Monte software

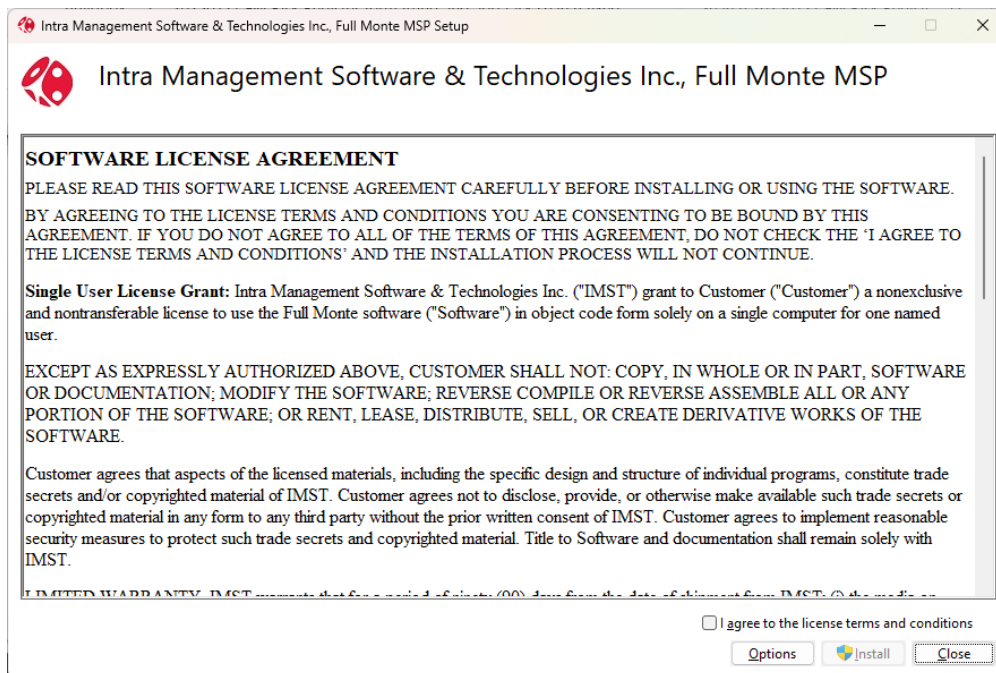
Download the software from the Barbecana website by using the link provided when you purchased the software or by requesting a trial version (which will send an automated email with a link to download the software).

NOTE: The 'trial' software downloaded from the Barbecana website is a fully functional version of the software that will switch to an 'academic' mode (restricted to 100 tasks with no external project links) when the trial period expires unless a purchased license key is entered.

1.5 Install Full Monte for Microsoft Project

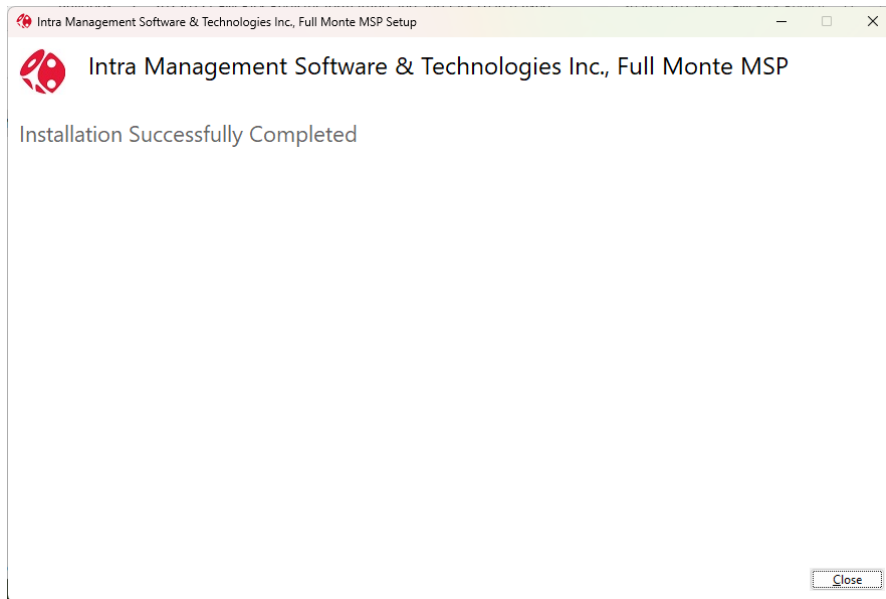
While not essential, we recommend closing Microsoft Project and other applications prior to installing Full Monte. Doing so may avoid the need to restart Windows following the install.

Using an account with Administrator rights, install Full Monte by running the setup program FullMonteMSP37.exe (version number may change) on the client machine where Microsoft Project is installed. The installation will start and display the End user License Agreement (EULA). Review the agreement and, if you agree to the terms, check the box to signify your agreement.



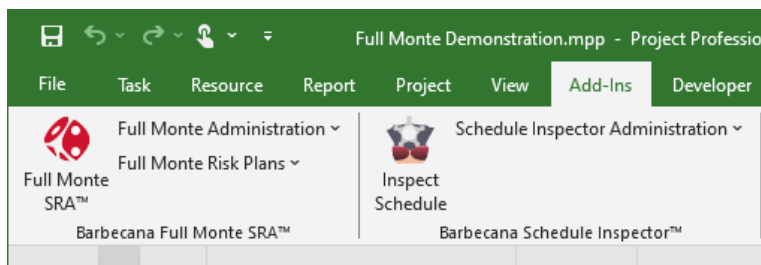
The default installation location is C:\Program Files (x86)\Barbecana\Full Monte MSP. We recommend this location but, if necessary, the location can be changed by clicking Options.

After accepting the terms of the license agreement and clicking Install, the installation will proceed. If Windows User Account Control prompts for permission to continue, please select Yes. Any required pre-requisites will be installed at this time. When the installation is complete the following dialog is displayed:



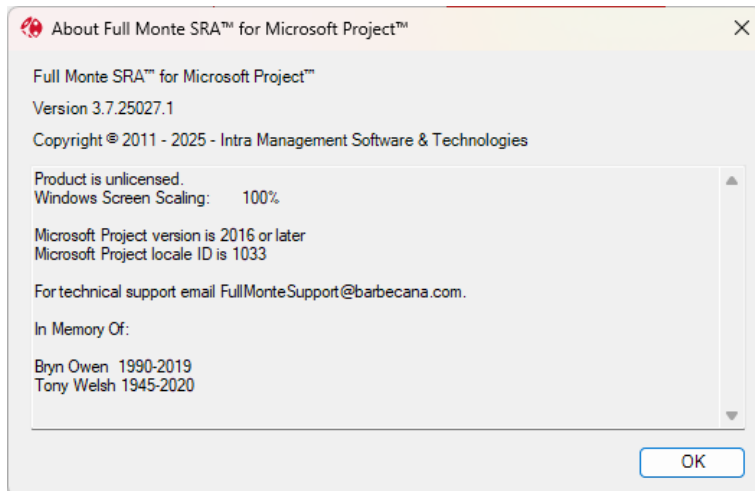
If prompted, please restart Windows.

At this point Full Monte is installed and should enable the Add-ins menu in Microsoft Project with a group called 'Barbecana Full Monte SRA' with the Full Monte dice icon.



NOTE: If the Full Monte menu items do not appear as shown above when Microsoft Project is first opened after installing Full Monte, please reboot the computer and re-try Microsoft Project before proceeding to the trouble shooting steps outlined in appendix A.

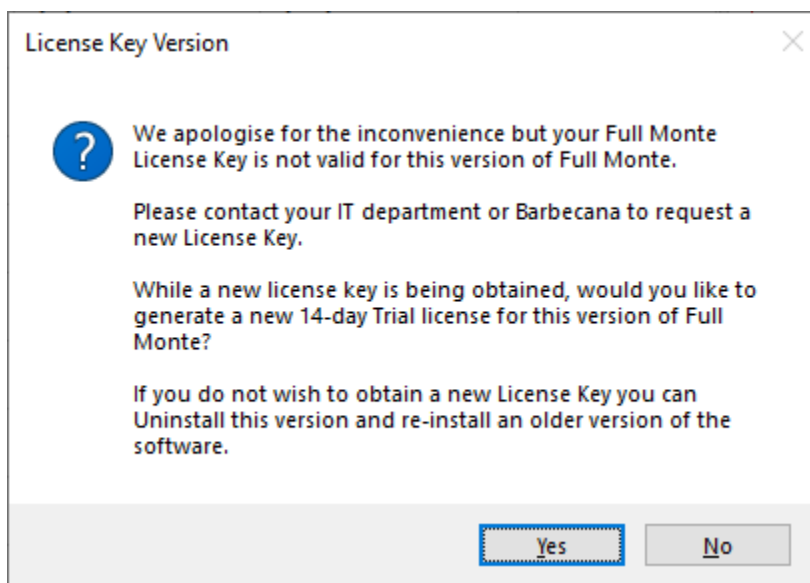
The Full Monte version and license status can be verified by clicking on Full Monte Administration and choosing About Full Monte.



In this example, the version is 3.7.25027.1 and the product is currently unlicensed. The message 'Product is unlicensed' is only displayed immediately after installation and before first use (after which it will display either 'trial' or license details) or if the 'REMOVE' option is used to remove any previously entered license key and no enterprise license is detected.

Upgrading from Earlier Versions

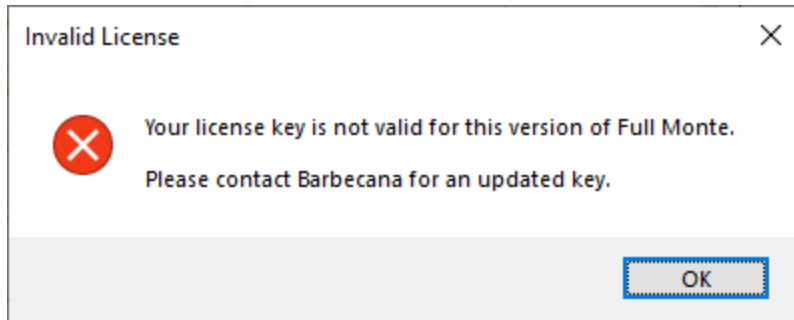
Full Monte SRA 3.7 for Microsoft Project uses a new license key. If you are upgrading from Full Monte SRA 3.6 or earlier, you will see the following message:



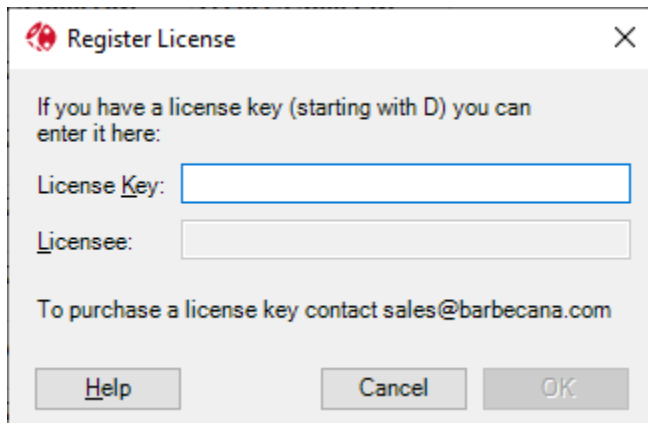
If you click Yes, the software will enter a 14-day trial period with full functionality. During this period, you should request a new Full Monte 3.7 license key from your IT department or Barbecana.

Note: Only customers with a current maintenance and support agreement will be entitled to a free upgrade to Full Monte SRA version 3.7.

If you click No, the software will display the following message:

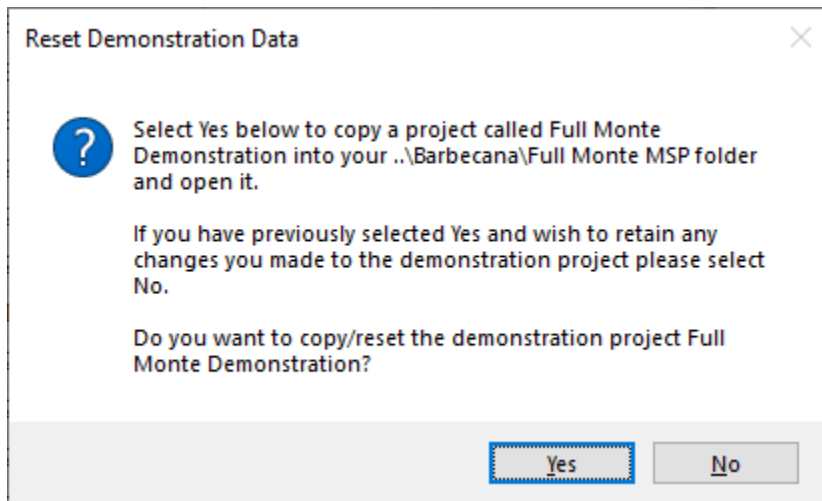


And you will be prompted to enter a new valid key for Full Monte SRA version 3.7.



Opening the Demonstration Project

Click Full Monte Administration and choose Open Demonstration Project. The following dialog is displayed:



Click yes to create and open a new copy of the Demonstration project.

Full Monte Demonstration.mpp - Project Professional							Gantt Chart Tools
File		Task	Resource	Report	Project	View	Add-Ins
Full Monte Administration		Schedule Inspector Administration		Help			
Full Monte SRA™		Inspect Schedule		Format			
Barbecana Full Monte SRA™		Barbecana Schedule Inspector™		Search			
	i	Task Name	Duration	Start	Finish	Start Percentile (80%)	
0		Full Monte Demonstration	70 days	6/1/20 8:00 AM	9/4/20 5:00 PM	NA	
1		Sample Project	70 days	6/1/20 8:00 AM	9/4/20 5:00 PM	NA	
2		Initiate	5 days	6/1/20 8:00 AM	6/5/20 5:00 PM	NA	
3		Development	60 days	6/8/20 8:00 AM	8/28/20 5:00 PM	NA	
4		Hardware	60 days	6/8/20 8:00 AM	8/28/20 5:00 PM	NA	
5		HW Task 1	20 days	6/8/20 8:00 AM	7/3/20 5:00 PM	NA	
6		HW Task 2	20 days	7/6/20 8:00 AM	7/31/20 5:00 PM	NA	
7		HW Task 3	20 days	7/6/20 8:00 AM	7/31/20 5:00 PM	NA	

Click the Full Monte dice icon to launch Full Monte SRA.

Full Monte Demonstration.mpp - Full Monte View: Task Edit (Customized)								
File		Edit	View	Help	Risk Analysis	Graphs	Tornado	Search for Name or ID
ID	Unique ID	Task Name	Remaining Duration	Duration Distribution Type	Duration Optimistic	Duration Most Likely	Duration Pessimistic	Finish Histogram
0	0	Full Monte Demonstration	78 days	Triangular	75%	100%	125%	NA
1	17	Sample Project	78 days	Triangular	75%	100%	125%	NA
2	18	Initiate	5 days	Triangular	75%	100%	125%	NA
3	19	Development	60 days	Triangular	75%	100%	125%	NA
4	20	Hardware	60 days	Triangular	75%	100%	125%	NA
5	21	HW Design	20 days	Triangular	75%	100%	125%	NA
6	22	HW Part A	20 days	Triangular	75%	100%	125%	NA
7	23	HW Part B	19 days	Triangular	75%	100%	125%	NA
8	24	HW Integrate	20 days	Triangular	75%	100%	125%	NA
9	25	HW Complete	0 (None)					NA
10	26	Software	54 days	Triangular	75%	100%	125%	NA
11	27	SW Design	18 days	Triangular	75%	100%	125%	NA
12	28	SW Code A	18 days	Triangular	75%	100%	125%	NA
13	29	SW Code B	17 days	Triangular	75%	100%	125%	NA
14	30	SW Integrate	18 days	Triangular	75%	100%	125%	NA
15	31	SW Complete	0 (None)					NA
16	32	Integration	5 days	Triangular	75%	100%	125%	NA
17	33	Testing	5 days	Triangular	75%	100%	125%	NA
18	34	Marketing	15 days	Triangular	75%	100%	125%	NA

Full Monte Demonstration

Distribution Type: Triangular

Distributions entered for summary tasks are used as a default for lower-level tasks and must be entered as percentages.

Duration or Percent

Optimistic: or 75%

Most likely: or 100%

Pessimistic: or 125%

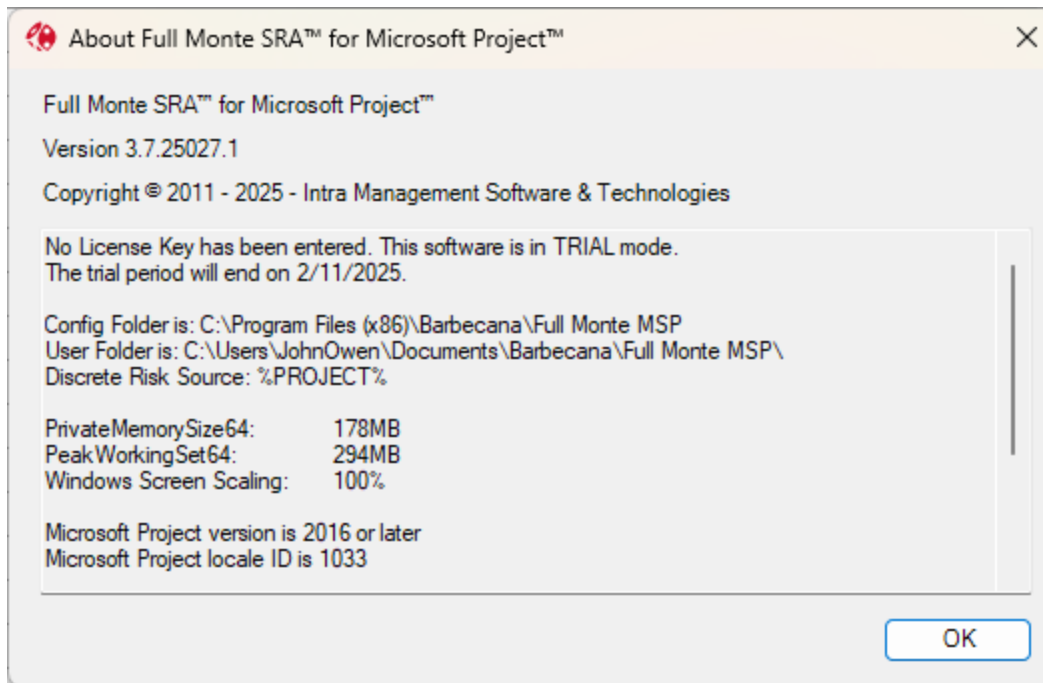
Confidence interval (%): 100%

Correlation Existence Branching

Apply Changes

Help Cancel

Click on Help and again choose About Full Monte.



Observe that the license information has been updated to show the product is in Trial mode and that the trial will end, in this example, on February 11, 2025..

1.6 Update Full Monte for Microsoft Project

The downloaded install program can be used to update an existing Full Monte installation to the latest version. It is not necessary to uninstall the previous version first.

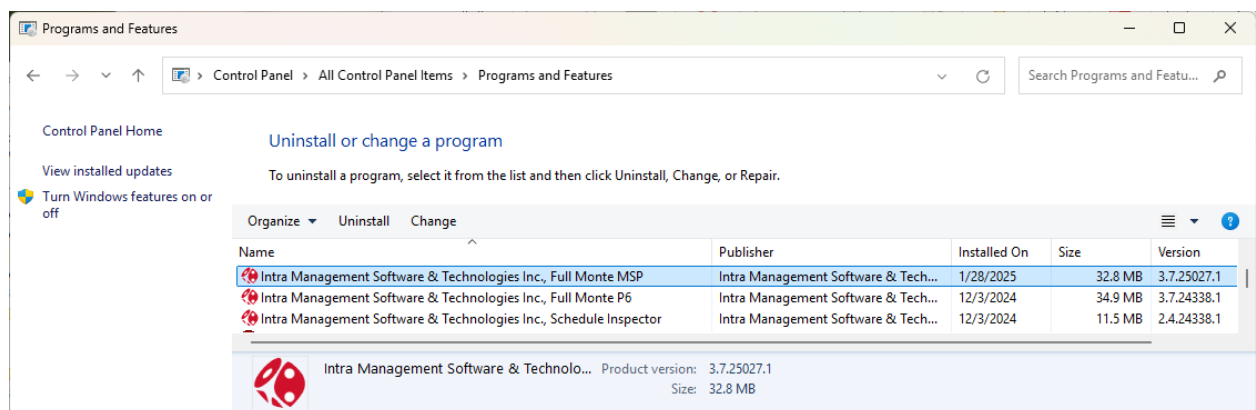
The process is identical to that for a new install.

All custom views, templates, and other settings including the registered license key and licensee name will be retained during the update.

1.7 Uninstall Full Monte for Microsoft Project

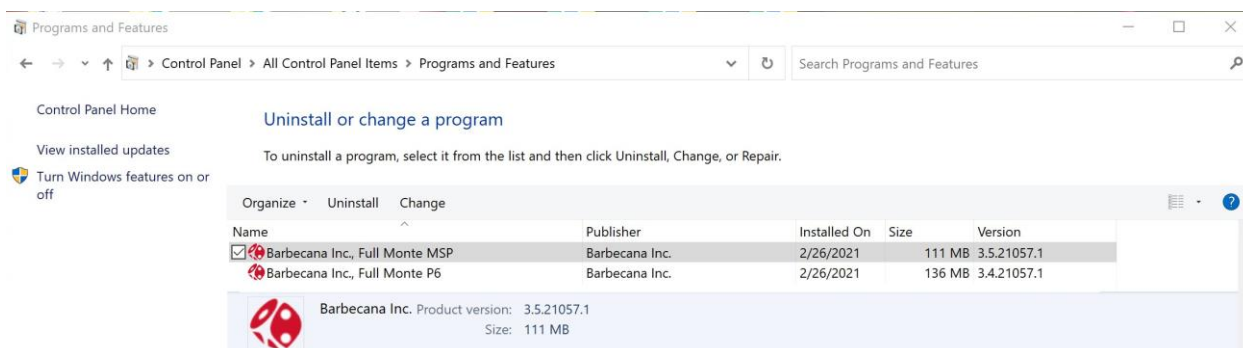
The software can be uninstalled in two ways.

1. From the Windows Control Panel, choose Programs and Features.



Select Intra Management Software & Solutions, Full Monte MSP and choose Uninstall.

Note: If you have an older version of Full Monte, the program name will be Barbecana Inc., Full Monte MSP.



Select Barbecana, Full Monte MSP and choose Uninstall.

2. By Re-running the original install program. The following dialog will be displayed.



Click Uninstall to remove the program.

Important Note: If you use a different version of the install program to the version currently installed, the Uninstall option will not be displayed and the install program will attempt to update the currently installed version as per section 1.6.

1.8 Corporate Installations

If your company or organization has purchased a site or corporate license for Full Monte, you can follow the installation instructions provided above for each individual computer, however the installer (technically a Bootstrapper) can be used to perform a 'push' install including pre-setting the license key and licensee information.

Care must be taken that the 'push' install is performed using an account with sufficient rights to update the following Microsoft Project registry keys:

```
[HKEY_CURRENT_USER\SOFTWARE\Microsoft\Office\MS Project\Addins\FullMonteMSP]
"Description"="Full Monte"
"FriendlyName"="Full Monte"
"LoadBehavior"=dword:00000003
"Manifest"="C:\\Program Files (x86)\\Barbecana\\Full Monte MSP\\FullMonteMSP.vsto|vstolocal"
```

These keys are responsible for loading the installed Full Monte add-in when Project is opened.

The command line to invoke a silent install is:

```
fullmontemsp35.exe /install /quiet /log fminstall.log
```

The command line to install a corporate or site license key is: (all on one line)

```
fullmontemsp35.exe /install LicenseKey= DF01-1AAO-0BE5-MXDY-0B3Q-BW6S-TZZG
Licensee="Barbecana Enterprise License" /log fminstall.log
```

Note: Substitute your own license key and licensee information.

The command line can also be used to Uninstall the software:

```
fullmontemsp35.exe /uninstall /quiet
```

The /log switch is optional. If included, an install log will be created in the specified location. If no path/file is specified, the default log location is %temp%.

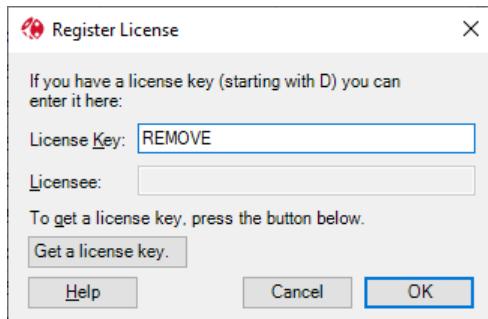
The license key and licensee name are stored to values created in HKEY_Local_Machine.

```
[HKEY_LOCAL_MACHINE\SOFTWARE\ WOW6432Node\Barbecana\Full Monte\MSP]
"LicenseKey"=" DF01-1AAO-0AE5-MXDY-0B3Q-BW6S-TZZG "
"Licensee"="Barbecana Enterprise License"
```

Note: On a 32bit version of Windows the key changes to:

```
[HKEY_LOCAL_MACHINE\SOFTWARE\Barbecana\Full Monte\MSP]
```

Any license key manually registered through Full Monte Administration (stored in HKCU) takes precedence over a license key in HKLM (from a push install). A special option to remove the manually registered license key is available from the Full Monte Administration, Register Full Monte dialog. Entering REMOVE in the License Key control will remove the user entered license information and Full Monte will switch to using the HKLM license information (if available). If no HKLM license information is available, the product will become unlicensed and **no longer function**.



Note: The software will not run, even in trial mode, if the license is removed and no enterprise license key is available.

Chapter 2: Configuration

2.1 FullMonteSystemConfiguration.txt

An optional file named FullMonteSystemConfiguration.txt can be created in the Full Monte program installation folder (default is C:\Program Files (x86)\Barbecana\Full Monte MSP).

The contents of the file are in the following format:

OptionName=OptionValue

The supported options are:

- ConfigDir – Change the location for master configuration and document files.
- LocalDir – Change the location for the user's local files (Field Mappings, Templates, Views etc.).
- UseAppData - Change the location of the user local files to C:\Users\<Name>\AppData

Note: Use of the ConfigDir option is not recommended except where it is critical to share configuration and document files between multiple installations from a central server.

*Note: The LocalDir and UseAppData options are **mutually exclusive**. Use one or the other, not both. Typically the UseAppData option is most advantageous.*

Some Windows environment variables are supported:

- %USERNAME% substitutes the current user's Windows username (e.g. jdoe)
- %USERPROFILE% substitutes the current user's profile home directory.(e.g. C:\Users\Jdoe)
- %OneDrive% substitutes the current user's OneDrive home directory. (e.g. C:\Users\Jdoe\OneDrive)

Example FullMonteSystemConfiguration.txt:

```
ConfigDir=S:\Full Monte\Master Files
UseAppData=TRUE
```

2.2 LocalFiles.txt

A file called LocalFiles.txt can be created in the Full Monte installation folder (default is C:\Program Files (x86)\Barbecana\Full Monte MSP).

Note: In Full Monte version 3.5 and earlier, this file was created during the installation. From version 3.6 it must be created manually if required. This change was made to prevent the existing LocalFiles.txt being overwritten during a software upgrade.

This file can be used to copy pre-defined files into the Full Monte user folder at product startup.

The keyword VERSION on the first line of the file can be used to prevent re-copying of files. Examples include:

```
VERSION 1
VERSION 11/02/2022
```

The VERSION line is written to the first line of LocalFilesCopied.txt and if the remainder of the VERSION line has not changed then files are not copied. If you need files to be re-copied (files have been updated or new files added), update the VERSION command line to a different value.

The file LocalFilesCopied.txt is created in the destination Full Monte User Folder to document what has been copied and record any errors.

2.3 Worked Configuration Example

The following example shows how Full Monte files can be centralized to simplify new user deployments.

Install Full Monte to the local PC as normal.

In the default Installation Folder (C:\Program Files (x86)\Barbecana\Full Monte MSP) create the file **FullMonteSystemConfiguration.txt**.

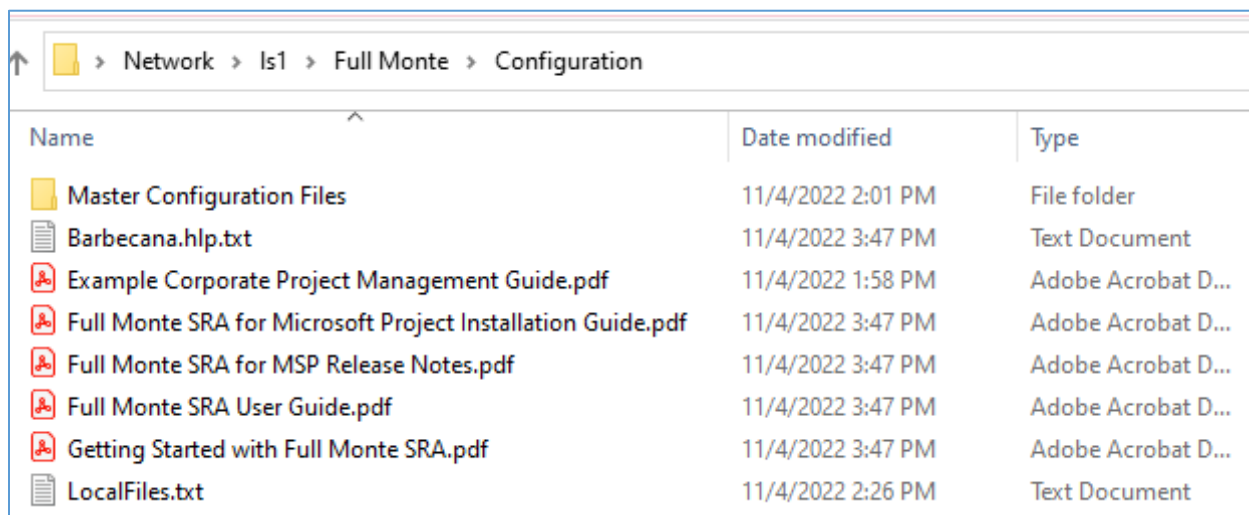
For this example, we will use the following settings in **FullMonteSystemConfiguration.txt**

```
ConfigDir=\\server1\Full Monte\Configuration
LocalDir=\\server1\Full Monte\User Folders\%USERNAME%
```

The ConfigDir command will cause Full Monte to use \\server1\Full Monte\Configuration as the source for configuration files and document at run time.

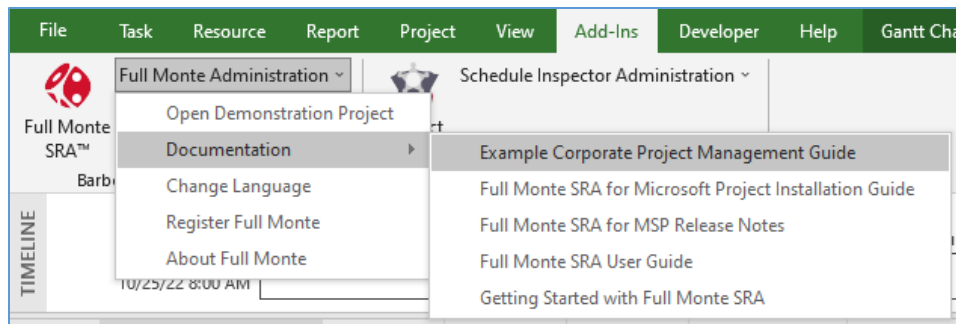
The LocalDir command will cause Full Monte to create all user Full Monte files in \\server1\Full Monte\User Folders\<name of user>

For this example, the ConfigDir contains the following files/folders.



Name	Date modified	Type
Master Configuration Files	11/4/2022 2:01 PM	File folder
Barbecana.hlp.txt	11/4/2022 3:47 PM	Text Document
Example Corporate Project Management Guide.pdf	11/4/2022 1:58 PM	Adobe Acrobat D...
Full Monte SRA for Microsoft Project Installation Guide.pdf	11/4/2022 3:47 PM	Adobe Acrobat D...
Full Monte SRA for MSP Release Notes.pdf	11/4/2022 3:47 PM	Adobe Acrobat D...
Full Monte SRA User Guide.pdf	11/4/2022 3:47 PM	Adobe Acrobat D...
Getting Started with Full Monte SRA.pdf	11/4/2022 3:47 PM	Adobe Acrobat D...
LocalFiles.txt	11/4/2022 2:26 PM	Text Document

The only **mandatory file** is Barbecana.hlp.txt. Any PDF files in the folder will be automatically displayed in the Full Monte, Administration/Help, Documentation menus as shown here:



The file LocalFiles.txt can be used to copy additional files into the Full Monte user folder. This is a quick way to share standard settings including field mappings, views, and uncertainty templates.

For this example, LocalFiles.txt contains the following:











```
VERSION 1 4Nov2022
' Copy standard views and templates for all users.
\\server1\Full Monte\Configuration\Master Configuration Files\FullMonteDiscreteRisks.txt
\\ server1\Full Monte\Configuration\Master Configuration Files\FullMonteFilters.txt
\\ server1\Full Monte\Configuration\Master Configuration Files\FullMonteMappings.txt
\\ server1\Full Monte\Configuration\Master Configuration Files\FullMonteNamedViews.txt
\\ server1\Full Monte\Configuration\Master Configuration Files\FullMontePercentiles.txt
\\ server1\Full Monte\Configuration\Master Configuration Files\FullMonteSettings.txt
\\ server1\Full Monte\Configuration\Master Configuration Files\FullMonteTemplates.txt
```

The folder, **\\server1\Full Monte\Configuration\Master Configuration Files**, contains the following files:

Network > Is1 > Full Monte > Configuration > Master Configuration Files			
Name	Date modified	Type	Size
FullMonteAnonymousViews.txt	11/4/2022 11:38 AM	Text Document	1 KB
FullMonteDiscreteRisks.txt	11/3/2022 9:38 AM	Text Document	1 KB
FullMonteFilters.txt	7/13/2021 8:08 PM	Text Document	2 KB
FullMonteMappings.txt	3/30/2021 12:43 PM	Text Document	1 KB
FullMonteNamedViews.txt	10/27/2022 2:06 PM	Text Document	4 KB
FullMontePercentiles.txt	3/8/2021 10:14 AM	Text Document	1 KB
FullMonteSettings.txt	11/3/2022 9:37 AM	Text Document	1 KB
FullMonteTemplates.txt	8/25/2022 1:33 PM	Text Document	1 KB

When Full Monte is started, the files listed in LocalFiles will be copied to the users Full Monte folder.

Because of the LocalDir command in FullMonteConfiguration, this folder will be **\\server1\Full Monte\User Folders\<name of user>**. For this example, the user's Windows username was jowen.

Network > Is1 > Full Monte > User Folders > jowen				
Name	Date modified	Type	Size	
 Full Monte Demonstration.mpp	11/2/2022 9:48 AM	Microsoft Project ...	657 KB	
 FullMonteAnonymousViews.txt	11/4/2022 2:29 PM	Text Document	1 KB	
 FullMonteDiscreteRisks.txt	11/3/2022 9:38 AM	Text Document	1 KB	
 FullMonteFilters.txt	7/13/2021 8:08 PM	Text Document	2 KB	
 FullMonteMappings.txt	3/30/2021 12:43 PM	Text Document	1 KB	
 FullMonteNamedViews.txt	10/27/2022 2:06 PM	Text Document	4 KB	
 FullMontePercentiles.txt	3/8/2021 10:14 AM	Text Document	1 KB	
 FullMonteSettings.txt	11/3/2022 9:37 AM	Text Document	1 KB	
 FullMonteTemplates.txt	8/25/2022 1:33 PM	Text Document	1 KB	
 LocalFilesCopied.txt	11/4/2022 2:29 PM	Text Document	1 KB	

The file LocalFilesCopied.txt acts as a record of the files copied and can be used to control repeat copying.

```

VERSION 1 4Nov2022
' Copy standard views and templates for all users.
\\ server1\Full Monte\Configuration\Master Configuration Files\FullMonteDiscreteRisks.txt
\\ server1\Full Monte\Configuration\Master Configuration Files\FullMonteFilters.txt
\\ server1\Full Monte\Configuration\Master Configuration Files\FullMonteMappings.txt
\\ server1s1\Full Monte\Configuration\Master Configuration Files\FullMonteNamedViews.txt
\\ server1\Full Monte\Configuration\Master Configuration Files\FullMontePercentiles.txt
\\ server1\Full Monte\Configuration\Master Configuration Files\FullMonteSettings.txt
\\ server1\Full Monte\Configuration\Master Configuration Files\FullMonteTemplates.txt

```

The files will not be copied again when Full Monte starts unless the VERSION line is different to the VERSION line in LocalFiles.txt.

If the file does not contain VERSION on the first line, the files will be copied each time the product starts.

When the system copies files, it will overwrite any existing files including any changes made by the Full Monte user.

The keyword READONLY can also be included in LocalFiles.txt. Any files copied after the READONLY keyword will be marked as read-only in the users Full Monte folder.

*Note: The read-only flag will **not** prevent Full Monte from overwriting the same file in the future.*

Chapter 3: Registration

3.1 Trial / Academic Mode

When Full Monte is first used after installation, it will initialize a trial license.

NOTE: If the same major version of Full Monte has previously been installed on the same computer, Full Monte will use any previously installed license. If the previous license is an expired trial license, Full Monte will immediately switch to 'academic' mode.

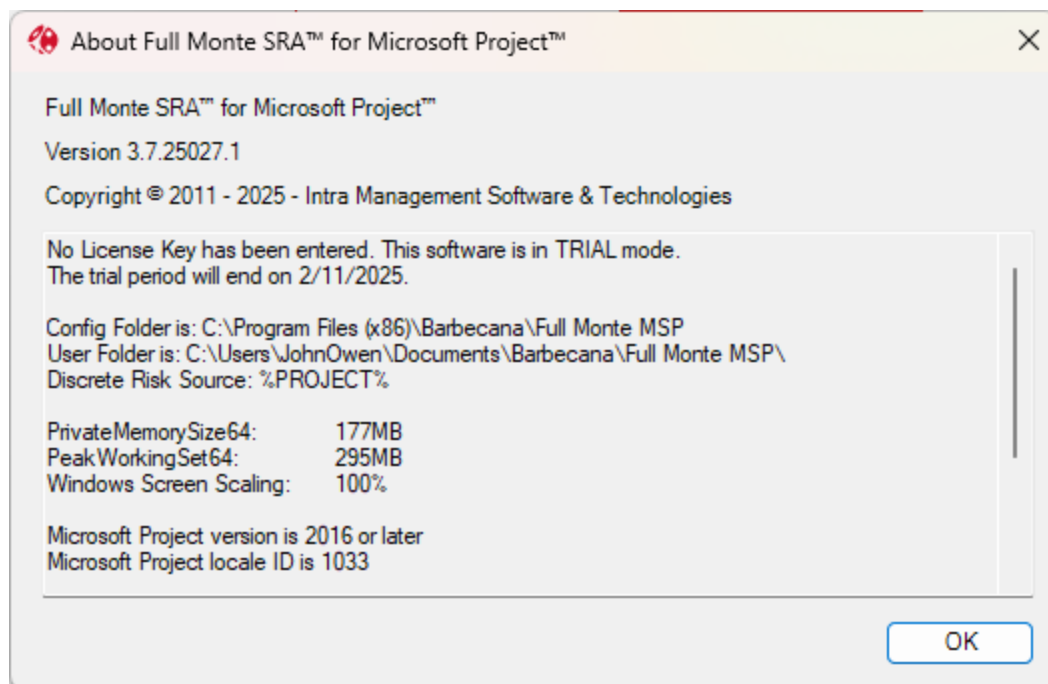
The trial license enables the full functionality of the product, with no restrictions, during the trial period.

After the trial period expires, the software will change to a limited 'academic' mode that allows continued use of the software with two restrictions.

1. Full Monte can only be used with projects of 100 tasks or less
2. Full Monte cannot be used with projects that contain external links

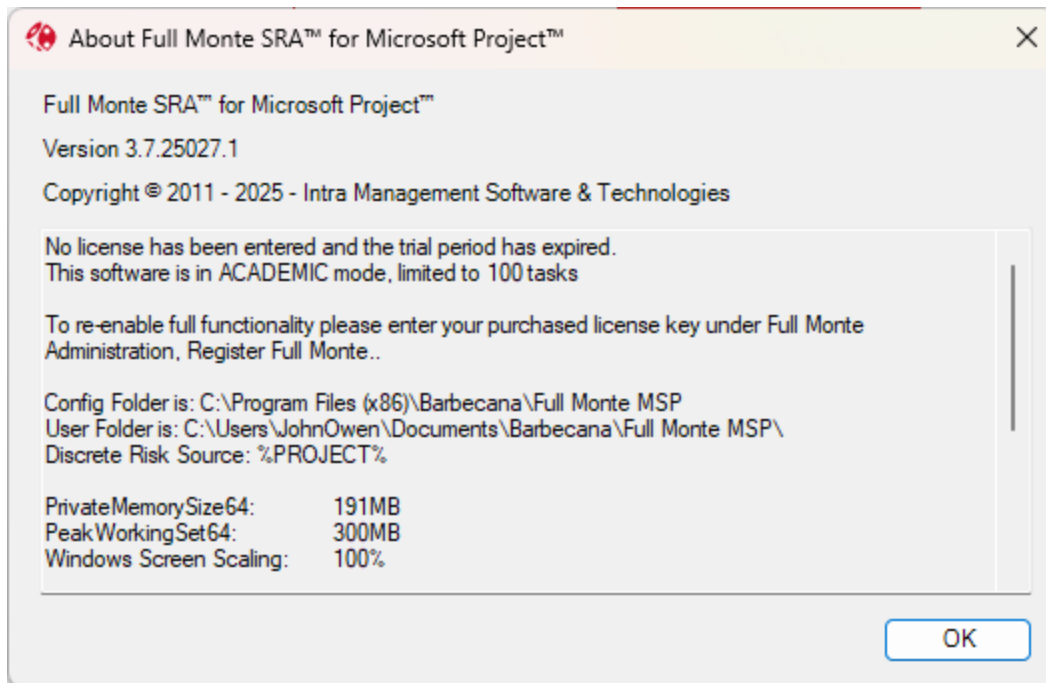
At any time, the software can be fully activated by entering a license key that can be purchased from Barbecana Inc.

The status of the software can be viewed by selecting **Full Monte Administration, About Full Monte**.

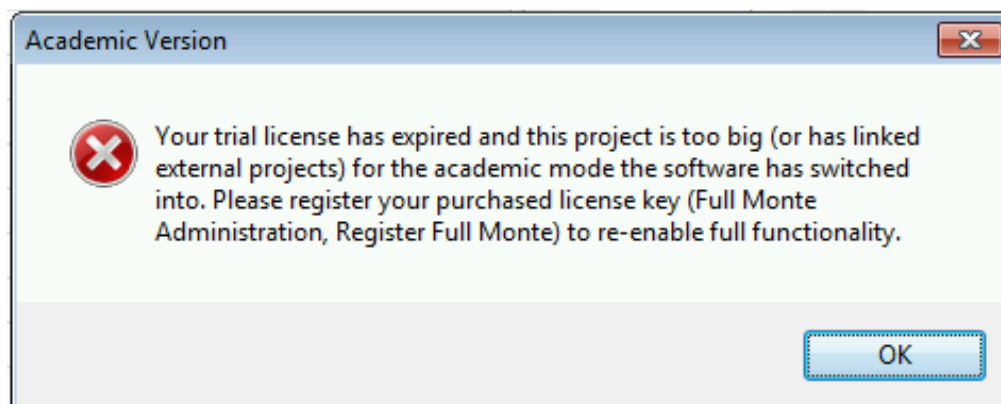


The About Full Monte dialogs includes version information (that may be requested for support purposes) and details of the Serial Number (if a purchased license has been installed).

Once the trial period has expired, the About Full Monte dialog will show the trial has expired and note that the software is now in Academic mode.



If you attempt to use Full Monte on a project that does not meet these ‘academic’ mode criteria, the following message is displayed:



3.2 Purchasing a License

Individual perpetual licenses for Full Monte can be purchased through our web site at www.barbecana.com.

For larger quantities or to use a purchase order, please contact Barbecana sales at sales@barbecana.com or call the number on our web site.

For each license purchased, **you will be allocated a unique 5 digit numeric serial number**. This serial number is used to track each licensed copy of the software for maintenance and support purposes.

3.3 Registering the Software

While the 5 digit numeric serial number uniquely identifies your right to use a licensed copy of the software, the actual license is installed into the software using a two part license key comprising:

1. A **License Key** in the form of **DF01-XXXX-XXXX-XXXX-XXXX-XXXX-XXXX** (where X can be any alphanumeric character)
2. A **Licensee** name in the form of a string of characters, for example **“Intra Management Software & Solutions Inc.”**.

The **License Key** contains coded information including the Serial Number, Licensee, and Expiration Date (if applicable). The **License Key** and **Licensee** name must be used together, exactly as provided.

The **License Key/Licensee** name may be provided to you either by Barbecana or your company Full Monte license administrator.

NOTE: To obtain a License Key from Barbecana, you will require the unique 5 digit serial number provided to you when you purchased the software.

If you have not received a license key from your purchasing agent or IT department, please contact Barbecana. To obtain a License Key from Barbecana, you may either call or email Barbecana support **with your serial number**.

The body of the License Key email from Barbecana will contain information like the following.

Your license SERIAL NUMBER is **51655**. Please retain this number in your records and refer to it in any future requests for support or new license keys.

Download Full Monte SRA for Microsoft Project here: <https://www.barbecana.com/full-monte/full-monte-download-msp/>

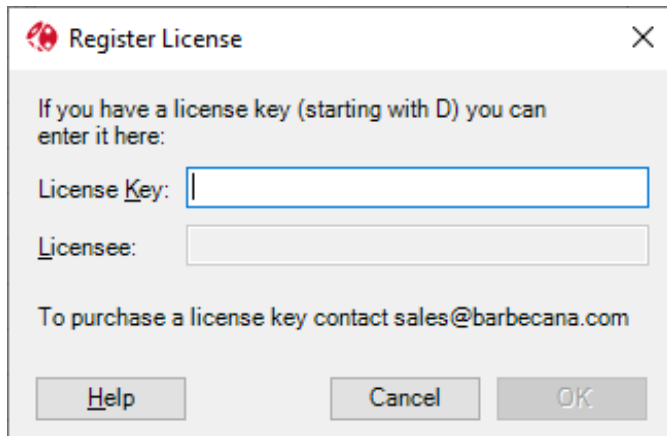
The following license activation information is valid for Full Monte SRA 3.x (Microsoft Project)

Your **LICENSE KEY** is [DF01-XXXX-XXXX-XXXX-XXXX-XXXX-XXXX] This must be entered exactly as shown (EXCLUDING the square brackets)

Your **LICENSEE NAME** is [Registered Licensee] This is case sensitive and must be entered exactly as shown (EXCLUDING the square brackets).

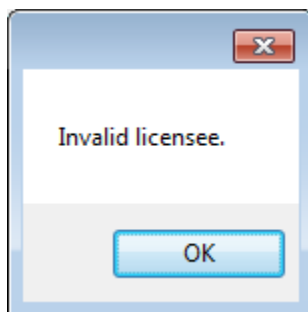
Please enter the LICENSE KEY and LICENSEE NAME (**EXCLUDING the square brackets**) into the fields provided in the Registration Dialog, taking care to differentiate between O/O and I/I when entering the license key. The LICENSEE NAME is CASE SENSITIVE.

On the **Full Monte Administration** menu choose **Register Full Monte**. The Register License dialog will be displayed.



Enter the license key exactly as provided by Barbecana. Once a valid license key has been entered you may then enter the Licensee name, again exactly as provided by Barbecana. Both items are Case Sensitive.

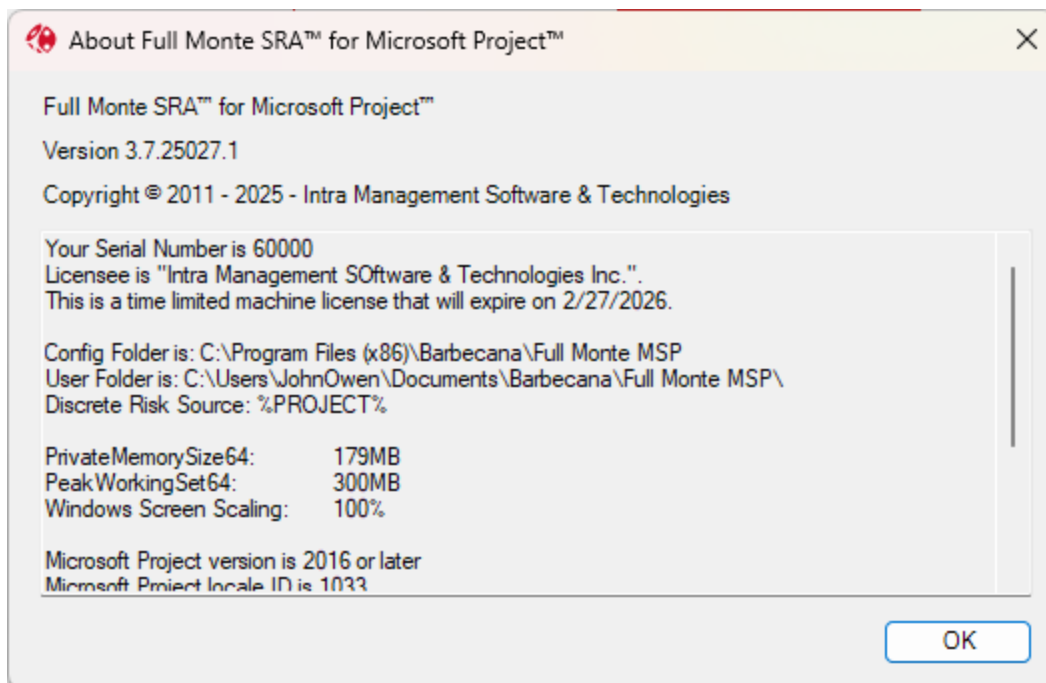
If the Licensee information does not match the encoded information in the License Key the following dialog will be displayed:



After clicking OK to dismiss the Invalid Licensee dialog, you must again choose Register Full Monte from the Full Monte Administration menu.

If the correct License Key and Licensee information is entered, then the Registration process is completed by clicking OK on the dialog.

The installed license can be verified by selecting the Full Monte Administration, About Full Monte menu option.



Chapter 4: Field Mapping – Data Integration with Microsoft Project

4.1 Introduction

Full Monte uses Microsoft Project's custom fields to store its data. Since other applications may also use these fields, it is important to specify which ones should be used by Full Monte in order not to create conflicts.

The term "Field mappings" refers to the process of choosing which custom fields are used.

NOTE: As different projects may use different fields for other purposes, Full Monte allows each project to have its own mappings. There is also a default mapping used by projects new to Full Monte. (When a new project is opened for the first time Full Monte checks for any potential conflicts.)

By default, Full Monte 3.x uses far fewer custom fields than previous versions of Full Monte, making it easier to avoid conflicts (See Appendix B for a comparison of custom field utilization). On the other hand, it allows you to add additional mappings for data that was not available to map in previous versions, so that you can:

- Share more results with other Microsoft Project users who do not have Full Monte
- More easily migrate data between third party applications and Full Monte
- Set up bi-directional sharing of input data between Microsoft Project and Full Monte

Most of these user fields are on the task table, but unlike previous versions, Full Monte 3.x also supports two user fields on the resource table as well (for Resource Rate uncertainty information), though by default they are not mapped.

4.2 System vs User vs Project Mappings

Full Monte remembers up to three different sets of field mappings. In the simplest case, all three sets of mappings will be identical but in practice each user may specify their own default custom mappings for new projects. It is also possible that each project may have its own unique mappings if the available custom fields are not consistent across projects.

System Mappings

These are built into the product and are the initial set of default mappings applied when Full Monte is first used.

The default System field mappings are shown in figure 4.1

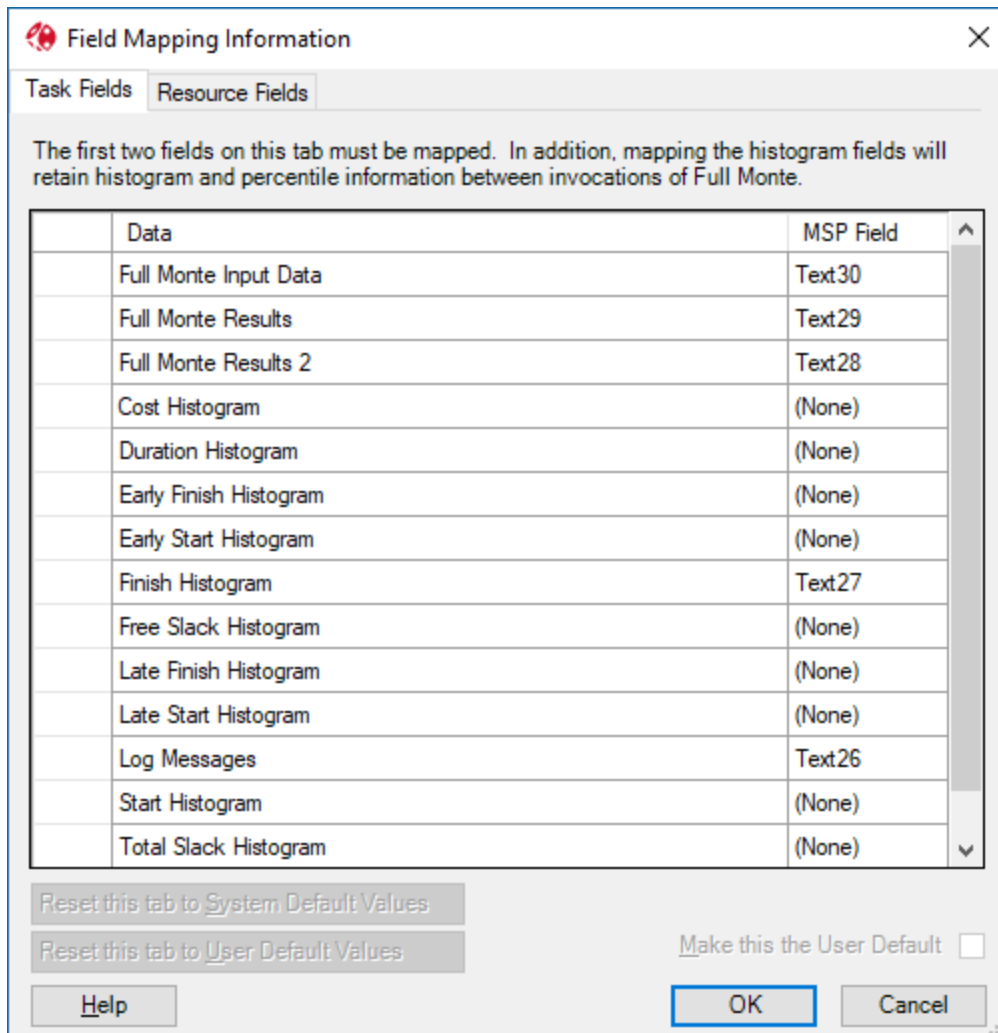


Figure 4.1

User Mappings

These are an optional set of field mappings (stored for each Full Monte user) that, if defined, are used for new projects in place of the default System mappings. This allows the user to remove any standard mappings that are not required (except for the mandatory field Full Monte Input Data) and also add their own user specific mappings.

Project Mappings

The field mappings in use for each project are stored with the project and may be different from both the default System mappings and the current User mappings. While not an ideal scenario, primarily because it can be confusing, this may be necessary if projects are from different sources that have reserved different custom fields for other purposes.

NOTE: The standard Full Monte fields shown above contain data which is encoded to save space and are intelligible only by Full Monte. Additional 'human readable' data can also be mapped and this is explained in section 3.5.

4.3 Using Full Monte on a project for the first time

When Full Monte is first used with a project that has not been used with Full Monte before, it will employ either the User default mappings if defined, or the System default mappings if no User mapping has been specified.

Full Monte will verify if the mapping can be used on the opened project by scanning each mapped custom field for existing data.

NOTE: On a large project this may take some time. Please be patient.

If Full Monte finds no conflicts (no pre-existing data in the mapped custom fields), then the mappings will be saved into the project and the user can begin to use Full Monte.

However, if existing data is found in the required mapped fields, Full Monte will display a warning message describing the conflicts encountered as shown in figure 4.2.

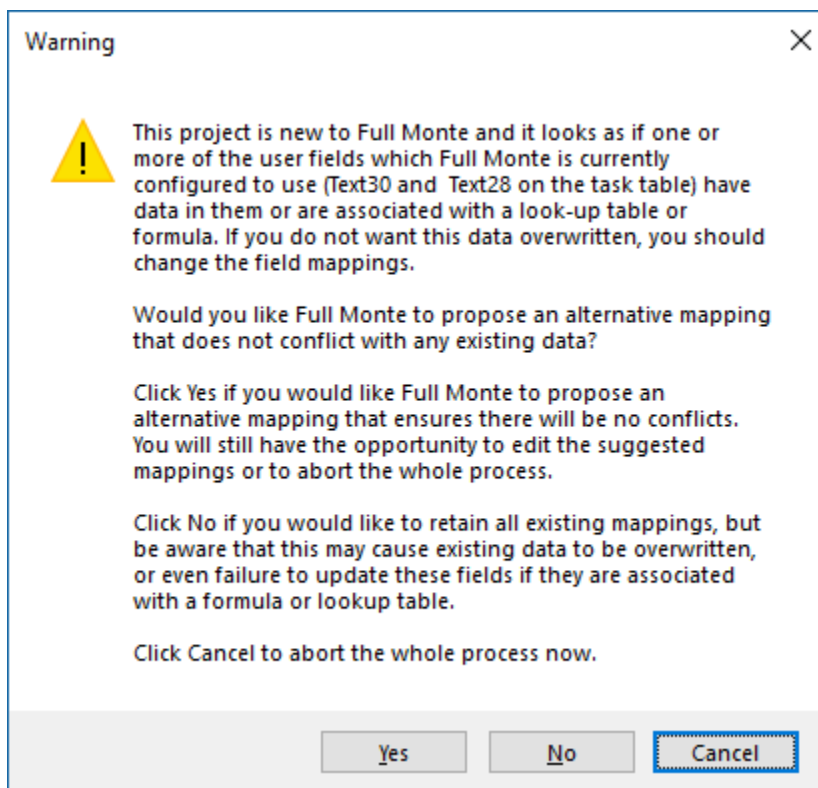


Figure 4.2

If you choose Yes, Full Monte will scan other custom fields looking for columns that currently contain no data. Again, this may take some time. As available custom fields are found they will be mapped to Full Monte fields. At the completion of the process the Field Mapping Information dialog will be displayed to allow the user to verify that required information has been successfully mapped. An example is shown in figure 4.3.

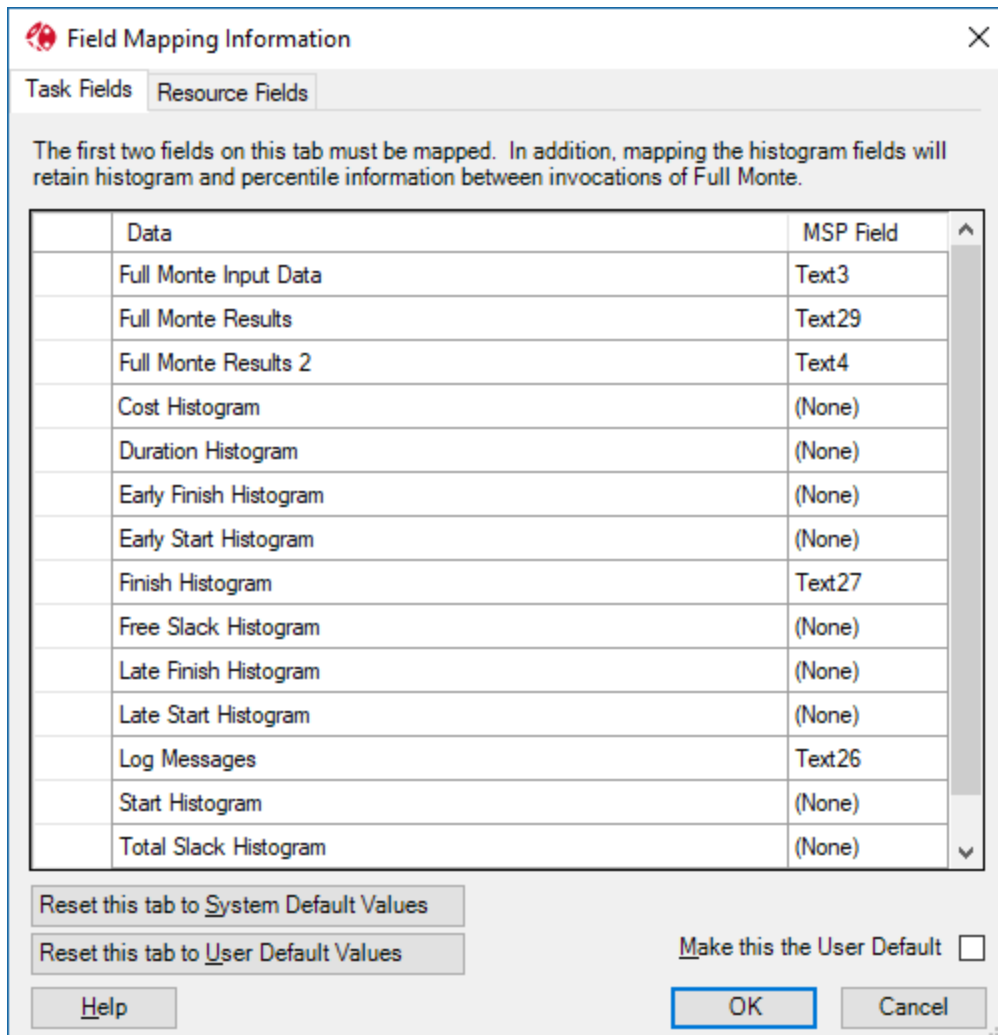


Figure 4.3

In this example, the 'Full Monte Input Data' mapping has been changed from the default of custom field Text30 to Text3.

If the user clicks OK, this project specific mapping will be saved for future use with this project.

If the proposed mapping is not acceptable, perhaps because it failed to successfully map sufficient fields, or the proposed fields are known to be required for other purposes, then the user has three choices:

- Manually modify the proposed mapping until it meets their requirements
- Reset the mapping to the User's default values
- Reset the mapping to the System default mapping.

If these choices result in mappings that use custom fields with pre-existing data then the user will be offered one final warning that data may be lost as shown in figure 4.4.

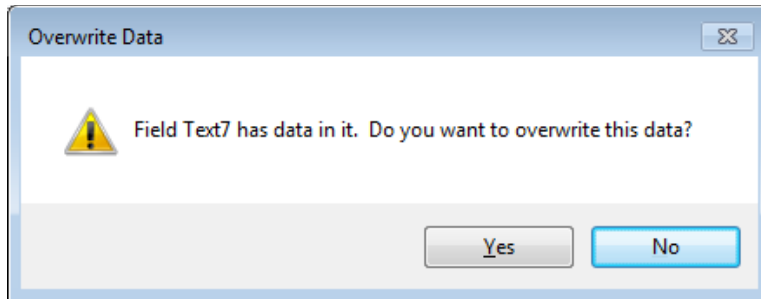


Figure 4.4.

If the user chooses to proceed, the custom mappings will be saved for the project.

4.4 Managing Field Mappings

To change mappings for the current project, select **Edit** and then **Manage Field Mappings**. You will see the dialog shown in figure 4.5.

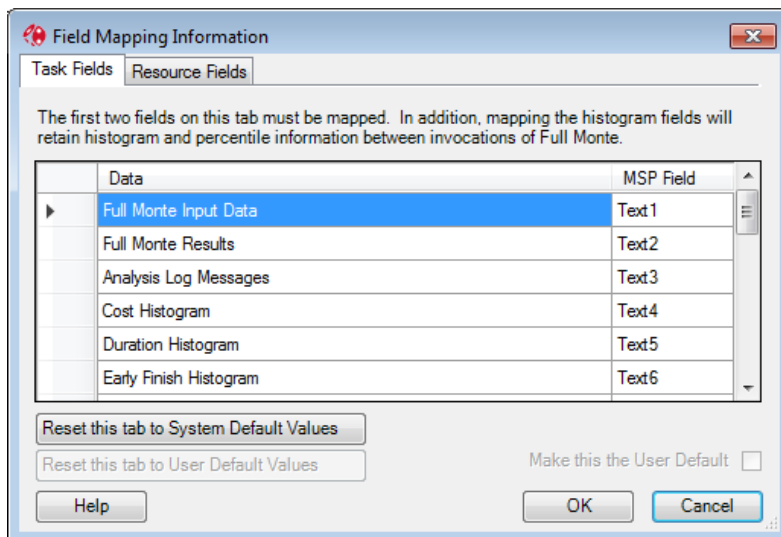


Figure 4.5

*NOTE: It is not possible to modify field mappings once project data has been changed in a Full Monte session. If the **Manage Field Mappings** option is disabled, then you will need to close Full Monte (saving or discarding your data changes as appropriate) and then restart Full Monte.*

The dialog has two tabs, and always comes up with the task tab selected. The first column is a description of the Full Monte Data. In the second column, you see the names of the user fields to which they are mapped. To change a mapping, click on the field in column 2 that you wish to change and select a new mapping from the drop-down list that appears (see figure 4.6).

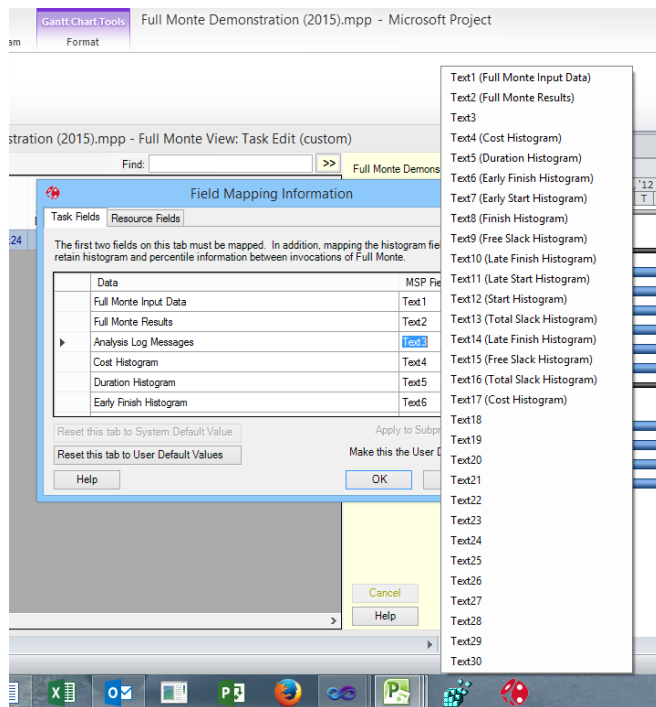


Figure 4.6

Select a new mapping by clicking on it.

NOTE: The list reminds you of any current data mapped to each field, but it does not stop you selecting one that is. If you do so the user field will temporarily be mapped to two different items of Full Monte data. This conflict must be resolved before you press OK.

If you are not interested in storing certain information (for example, the 'histogram of free slack' may be of no interest) you can delete it altogether by selecting the row (click on the left-hand cell, and hit the Delete key.

NOTE: The only mandatory field is "Full Monte Input Data". Removing unnecessary mapped fields reduces the time taken to open and save project data but may reduce functionality. For example, if the mapping for Early Finish Histogram is removed, then the histogram will not be available for reports in a new Full Monte session until a risk analysis has been performed.

When you click OK, Full Monte will check that there is no data in any user field which is now mapped but which was not mapped when the dialog was opened. If there is you will be given the chance either to overwrite that data or to change the mapping.

Select the 'Make this the user default' check box to save the revised mappings as the current user's default settings to be used when future projects are opened for the first time in Full Monte.

NOTE: Any changes to the users default mappings will not be applied to other projects with existing Full Monte data unless the user opens the Field Mapping dialog and clicks 'Reset this tab to User Default Values' as each existing project is opened.

The Resource tab works in a similar way but is simpler. You cannot add or removed rows. Instead of deleting the row, unmapped rows show "NONE" in the "MSP Field" column.

4.5 Mapping Additional Data

Beyond the standard fields shown in figure 3.1, the user can map additional fields for two purposes.

- Saving additional ‘human-readable’ data for use in standard Microsoft Project views
- Defining read/write fields that allow Full Monte data to be updated in Microsoft Project

Note: It is recommended to use the Full Monte File Import/Export capability to load/save Duration Uncertainty data stored in Microsoft Project Custom Fields rather than ‘map’ those fields permanently.

To do this, scroll to the bottom of the mapped field list and click on the empty cell at the bottom of the “Data” column. You will get a cascading menu like that used to add columns to a view. When you select a data item, Full Monte will map it to the first available MSP user field of the appropriate type. You can of course change it as described above.

NOTE: By “available” is meant that it does not conflict with any existing Full Monte mapping. It may still conflict with other uses of the field, but this is checked later when you click OK.

See figure 4.7 for an example of mapping additional Full Monte data into Microsoft project custom fields for reporting purposes in Microsoft Project

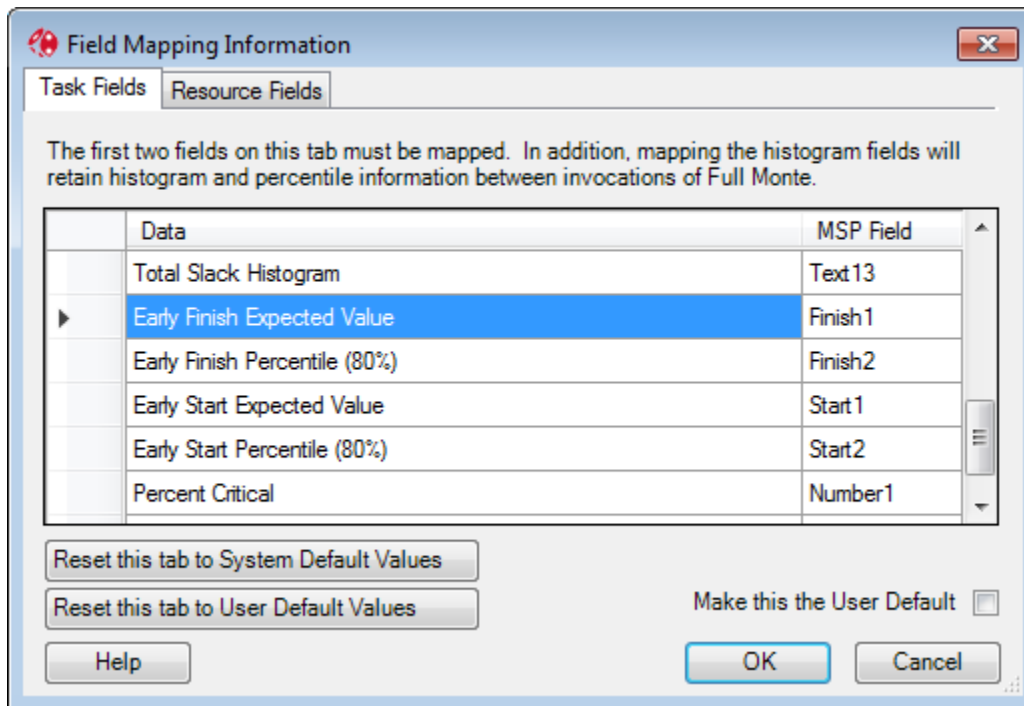


Figure 4.7

The Early Start/Finish Expected (Mean) values have been mapped to custom fields Start1/Finish1 and the Early Start/Finish P80 percentile dates have been mapped to Start2/Finish2. The activity Percent Critical data is being saved to custom field Number1.

When the user clicks OK, and assuming no conflict is detected, the custom field names in Microsoft project will be updated as shown in figure 4.8

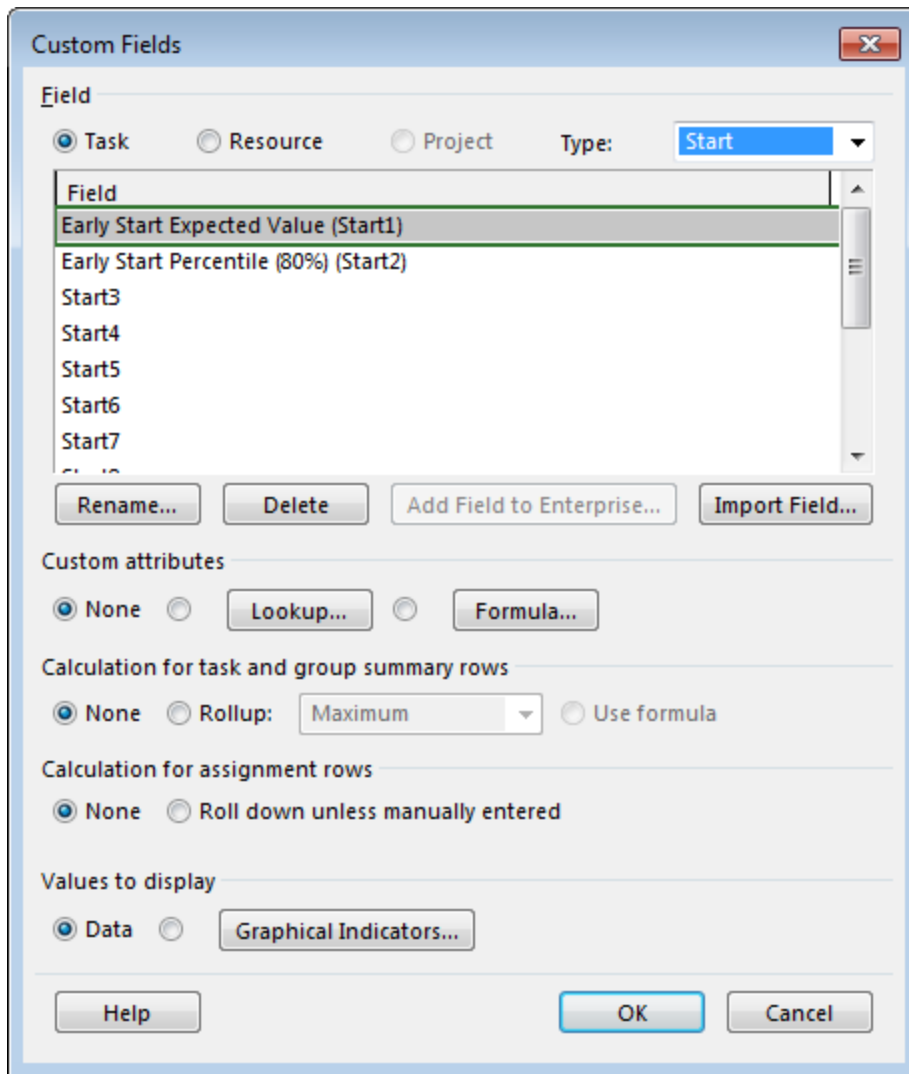


Figure 4.8

The data can then be included in standard Microsoft Project views as shown in figure 4.9

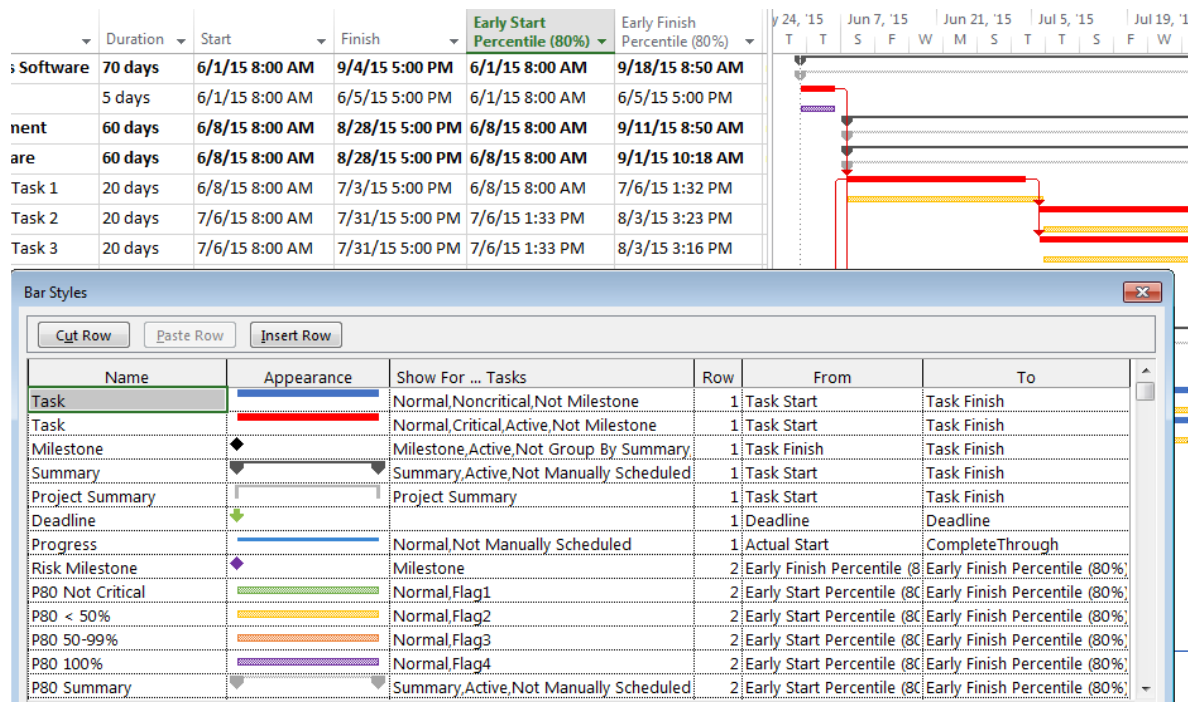


Figure 4.9

Defining Read/Write Fields

Certain data fields may be mapped so that information can be updated in both Microsoft Project and Full Monte. These fields are:

- Duration Distribution Type
- Duration Optimistic
- Duration Most Likely
- Duration Pessimistic

This allows users without access to Full Monte to update basic duration uncertainty information outside of Full Monte. When Full Monte loads data from a project with these fields mapped, it will attempt to read any existing data in these fields. If the data is missing or invalid, then any existing Full Monte data read from the Full Monte Input Data will take precedence. When the user finishes their Full Monte session and chooses to save Full Monte input data, the session data will be saved to both Full Monte Input Data and the mapped custom fields.

NOTE: Since the data saved to Microsoft Project custom fields may not be viewed in the same hierarchy as seen in Full Monte, all inherited values are converted to explicit values when saved and will subsequently be loaded into Full Monte as explicit (not inherited) values.

Chapter 5: Project Server/Online Enterprise Fields

Full Monte can be used as normal with Microsoft Project projects that are opened from Microsoft Project Server/Online. Since all Full Monte data is stored in regular Microsoft Project custom fields, any data entered into Full Monte will be saved back to the Project Server using those custom fields (Text1-30, Start1-10 etc.) as defined in the Full Monte project field mappings (see chapter 3 for a full discussion regarding field mapping).

In Microsoft Project Server it is possible to define Enterprise custom fields in addition to the standard custom fields support by Microsoft Project Standard/Professional.

Note: No special Enterprise Fields are required for Full Monte to work with projects opened from Project Server but using Enterprise fields as described below can free up existing regular custom fields for other purposes.

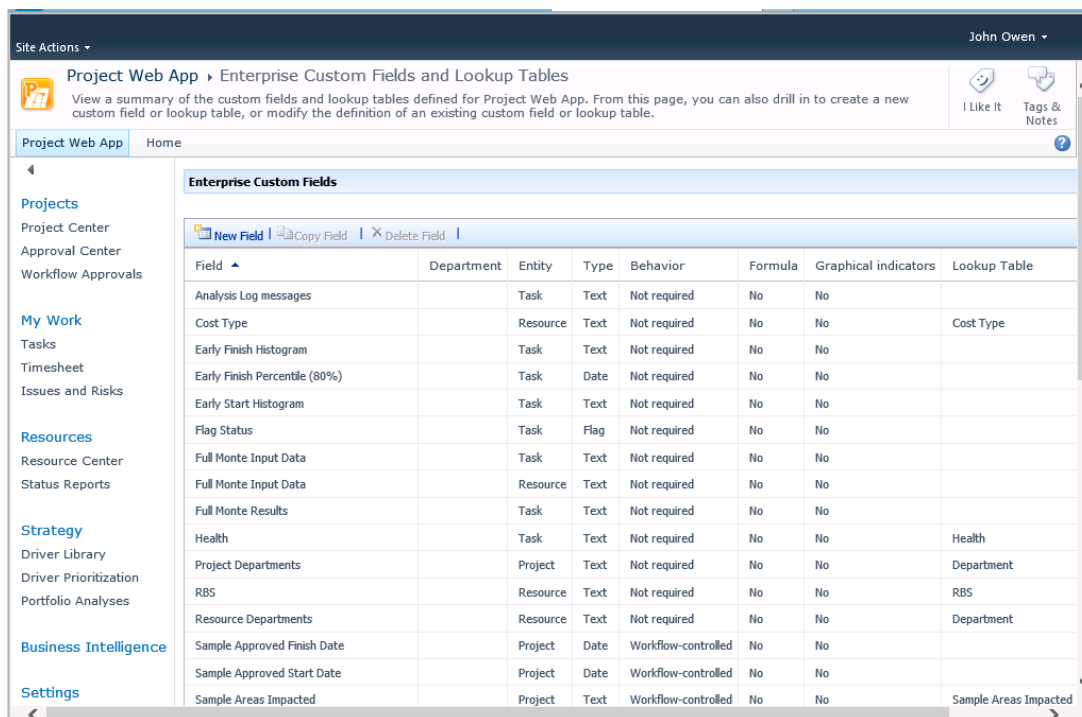
Full Monte supports Enterprise Fields with Microsoft Project Server 2010 and later.

The major difference between the standard pre-defined custom fields in a standalone copy of Microsoft Project and Enterprise fields in project Server is that Enterprise Fields are created/named by the Project Server administrator and are in addition to the regular custom fields (Text1-30 etc.).

Where an Enterprise field has been created with a name recognized by Full Monte, it will be automatically used by Full Monte for all projects created using the Project Server definition.

5.1 Creating Project Server Enterprise Fields

New Enterprise custom fields are created on the Project Server Settings/Enterprise Custom Fields form.



Field	Department	Entity	Type	Behavior	Formula	Graphical indicators	Lookup Table
Analysis Log messages		Task	Text	Not required	No	No	
Cost Type		Resource	Text	Not required	No	No	Cost Type
Early Finish Histogram		Task	Text	Not required	No	No	
Early Finish Percentile (80%)		Task	Date	Not required	No	No	
Early Start Histogram		Task	Text	Not required	No	No	
Flag Status		Task	Flag	Not required	No	No	
Full Monte Input Data		Task	Text	Not required	No	No	
Full Monte Input Data		Resource	Text	Not required	No	No	
Full Monte Results		Task	Text	Not required	No	No	
Health		Task	Text	Not required	No	No	Health
Project Departments		Project	Text	Not required	No	No	Department
RBS		Resource	Text	Not required	No	No	RBS
Resource Departments		Resource	Text	Not required	No	No	Department
Sample Approved Finish Date		Project	Date	Workflow-controlled	No	No	
Sample Approved Start Date		Project	Date	Workflow-controlled	No	No	
Sample Areas Impacted		Project	Text	Workflow-controlled	No	No	Sample Areas Impacted

Figure 5.1

To add an Enterprise Custom Field for use by Full Monte, click New Field.

The screenshot shows the 'New Custom Field' dialog in the Project Web App. The dialog has a header bar with 'Site Actions' and 'John Owen'. Below the header, there's a breadcrumb 'Project Web App > New Custom Field' and a description: 'Add a new custom field, or edit the definition of an existing custom field.' There are buttons for 'I Like It' and 'Tags & Notes'. The main form has several sections: 'Name' with a text input 'Cost Histogram', 'Description' with a text area, 'Entity and Type' with 'Entity' set to 'Task' and 'Type' set to 'Text', 'Custom Attributes' with radio buttons for 'None', 'Lookup Table', and 'Formula' (selected), and 'Department' with a text input and a dropdown arrow. There are 'Save' and 'Cancel' buttons at the top right. A note '* Indicates a required field' is present.

Figure 5.2

The unique Name must match exactly the spelling of the Full Monte field, in this example 'Cost Histogram'.

The Entity should be set to 'Task' for any fields displayed on the Task Fields tab of the Field Mapping dialog or 'Resource' for fields displayed on the Resource Fields tab of the dialog.

Remaining fields should be set as follows:

Custom Attributes – None (or Lookup Table for Distribution Type and uncertainty Templates)

Department – Leave blank or set to a department code that includes Full Monte users

Calculation for Summary Rows – None

Calculation for Assignment Rows – None

Values to Display – Data

Behavior: Require that this field has information - No

5.2 Using Enterprise Fields in Full Monte

The first time a project is opened in Microsoft Project after Full Monte Enterprise fields have been added to the server, you may see the message shown in figure 5.3.

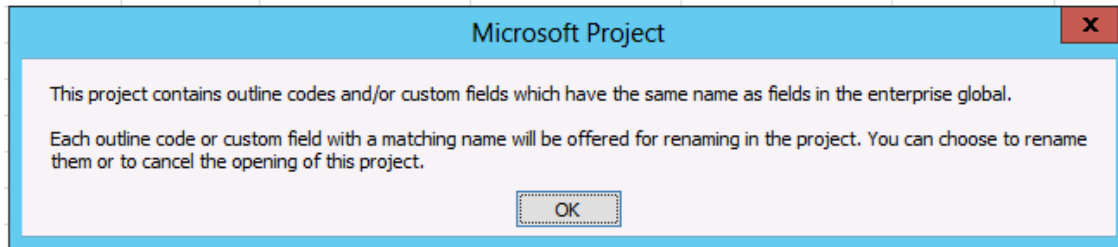


Figure 5.3

This indicates that the Enterprise fields recently defined in Project Server have the same name as local custom fields previously being used by Full Monte. Since Microsoft Project does not allow Enterprise and local custom fields of the same name you must rename the local fields before you can open the project.

Note: This will result in the data being lost to Full Monte. If the field contains input data, you may be able to use the Full Monte import function to re-load the data from the renamed local custom field after you start Full Monte.

When Full Monte starts while Microsoft Project is connected to a Project Server, Full Monte will scan for Enterprise fields that match Full Monte field names and automatically adjust the field mappings to include those fields as shown in figure 5.4.

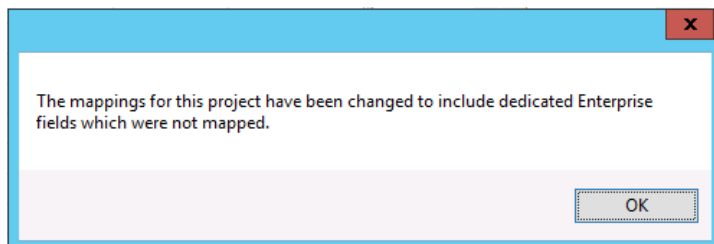


Figure 5.4

5.3 Saving projects with Enterprise Fields to Files

If you save a project from the Project Server to a local file, you should choose the option to save ALL Enterprise Fields to the local file. While this will result in a larger file it will ensure that all Full Monte fields (even those not currently populated) will be available for use in Full Monte while working with the standalone project file.

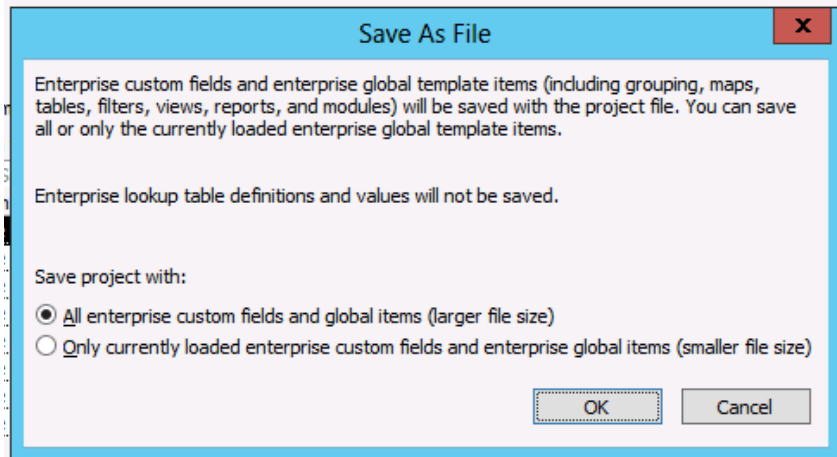


Figure 5.5

Appendix A: Installation Troubleshooting

A.1 Full Monte does not appear in Microsoft Project after installation.

If Full Monte does not appear on the Microsoft Project menu after installation, please review the following trouble shooting suggestions.

Manual Installation of VSTO file

Use Windows File Explorer to navigate to the folder: **C:\Program Files (x86)\Barbecana\Full Monte MSP**

If the folder is empty or does not exist, the installation failed and should be repeated.

Locate the file **FullMonteMSP.vsto**

Note: it may be necessary to display file name extensions to locate the correct file.

Double click (or Right-Click and choose Open) the file FullMonteMSP.vsto.

A dialog like that shown in Figure A.1 will be displayed:

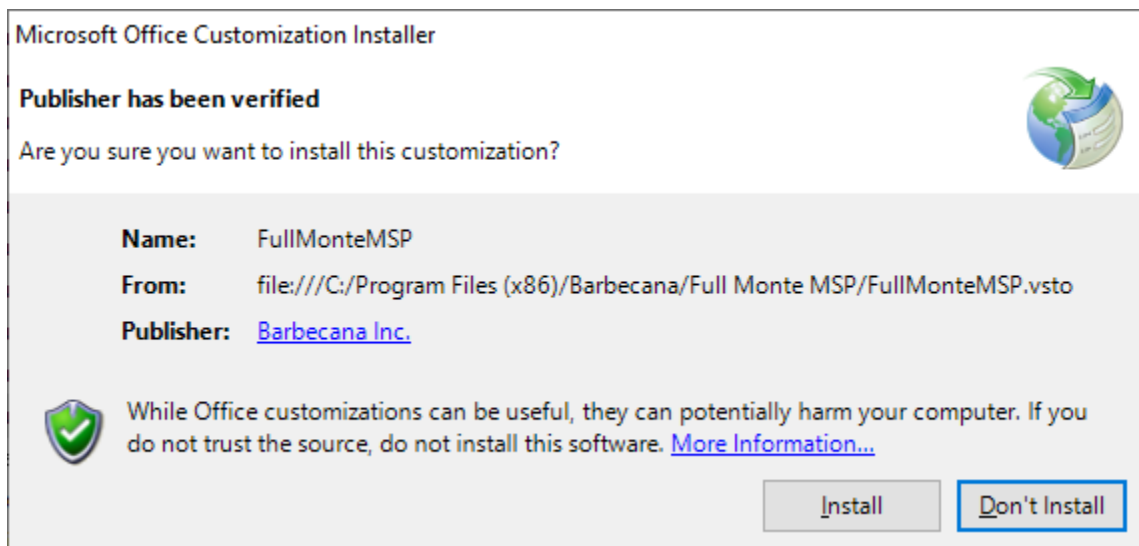


Figure A.1

Click Install.

Verify if Full Monte is now visible on the Add-Ins menu in Microsoft Project.

If the above does not resolve the issue, please move on to the following steps.

Microsoft Project 2010, 2013, 2016, 2019

Open the **Project Options** dialog.

From the **File** menu, choose **Options** and select the **Add-Ins** tab as shown in figure A.2.

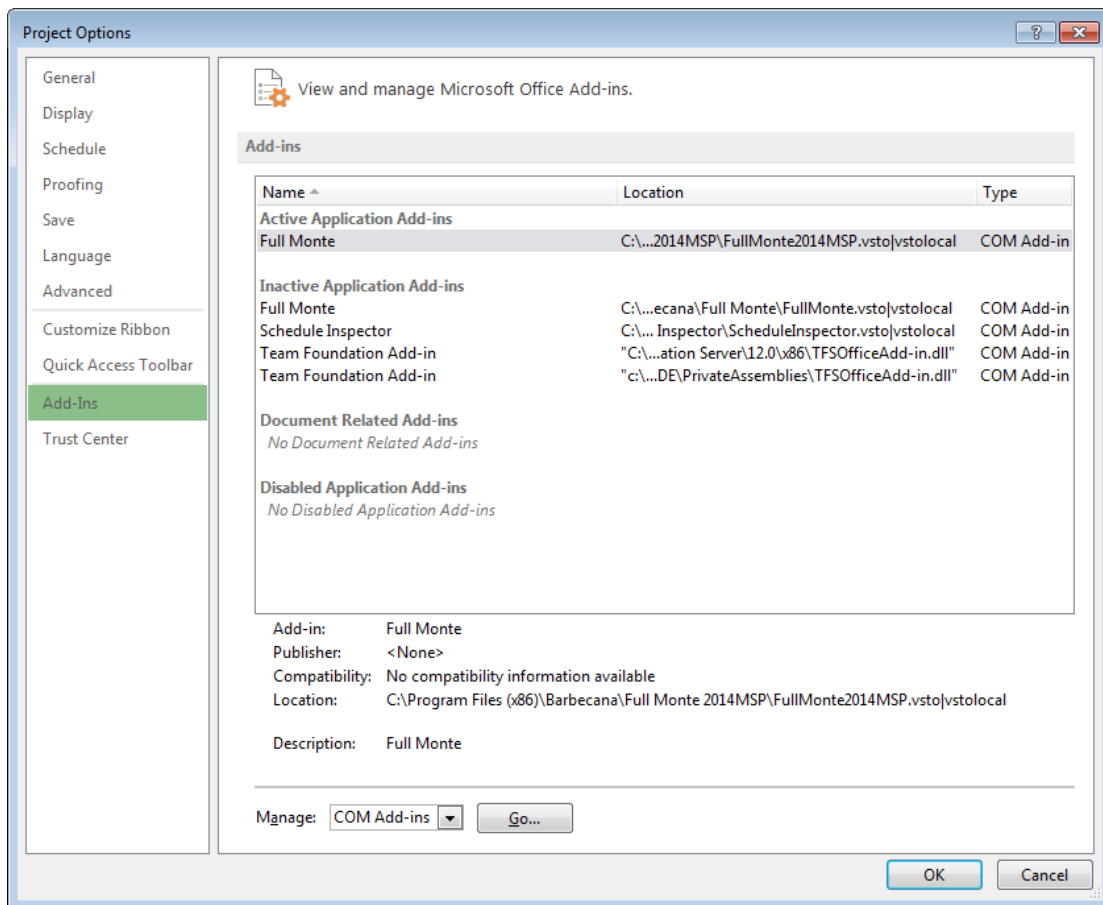


Figure A.2

Choose **Manage 'COM Add-Ins'** and click **Go...** A dialog similar to the example in figure A.3 should be displayed.

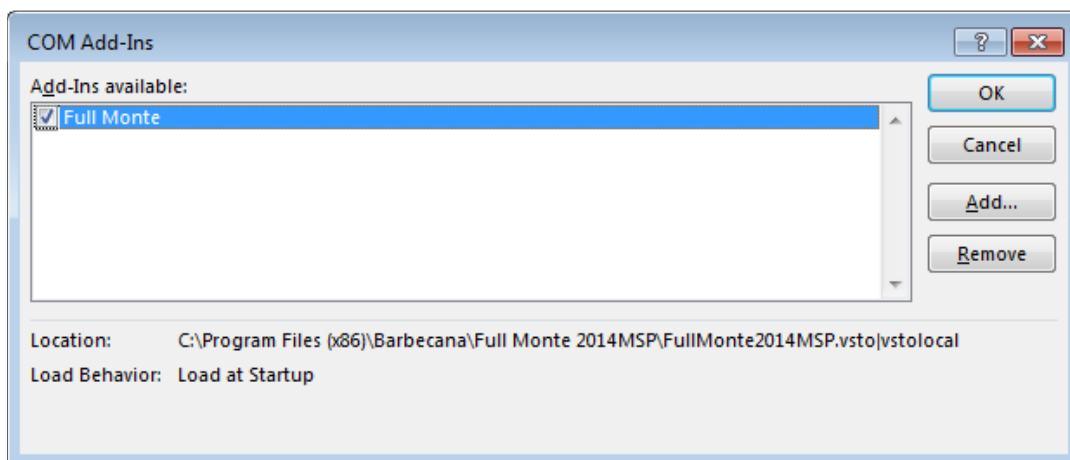


Figure A.3

In this example Full Monte is listed and shown as enabled. If Full Monte is not listed, then please retry the installation (verifying you are using an account with Administrator rights).

If Full Monte is listed but not enabled, please select the box to enable Full Monte. Click OK to close the COM Add-Ins dialog. If the Full Monte menu items do not appear or are unresponsive when clicked, please again open the COMM Add-ins dialog. Select the Full Monte row as shown in figure A.4.

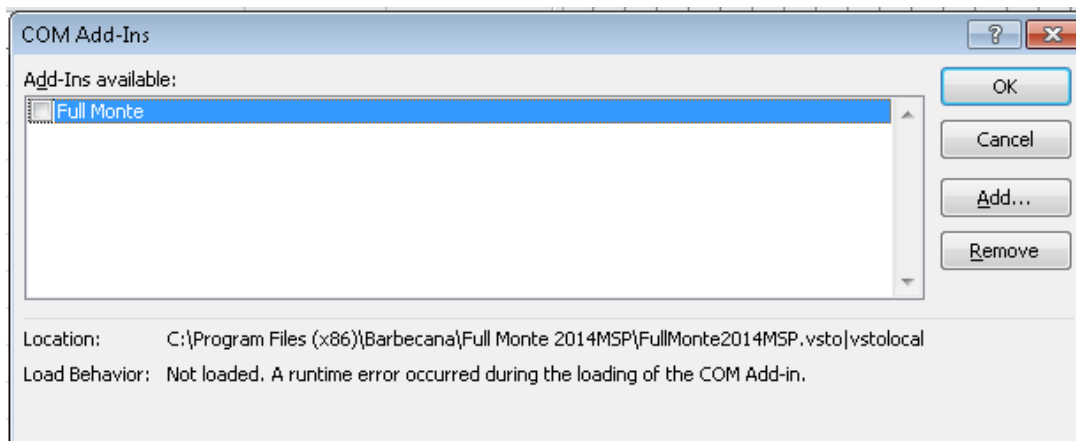


Figure A.4

After selecting the Full Monte row, observe any message against 'Load Behavior' at the bottom of the dialog. If the message 'Not loaded. A runtime error occurred during the loading of the COM Add-In.' is displayed, then the most likely cause is a missing pre-requisite. Please review the **Missing Pre-requisite** section A.2.

After installing any missing pre-requisites, you will again need to re-enable Full Monte in the COM Add-Ins dialog.

A.2 Missing Pre-Requisites

The exact pre-requisites required by Full Monte depends on multiple factors that include:

- Version of Windows
- Version of Microsoft Project
- Other programs previously installed/removed.

NOTE: When programs are uninstalled from Windows, they often leave behind components that might be shared with other applications. These 'orphaned' shared components will remain available to other applications but may not appear in the list of installed programs.

While the Full Monte installation program will attempt to install any missing pre-requisites, it may fail for several reasons including:

- No access to the internet
- Conflicts with other installations
- Mistakenly believing a pre-requisite is already installed

The following list describes the components required. The files can be downloaded from the Microsoft download center if they are not successfully installed by the Full Monte installer.

Microsoft .Net Framework 4.0 Client Profile (4.0.30319)

Microsoft Visual Studio Tools for Office (VSTO) 2010 Runtime (10.0.50903)

Microsoft Visual C++ 2010 Redistributable (10.0.40219)

NOTE: The version numbers in parenthesis are for guidance only and may be superseded by later versions from Microsoft.