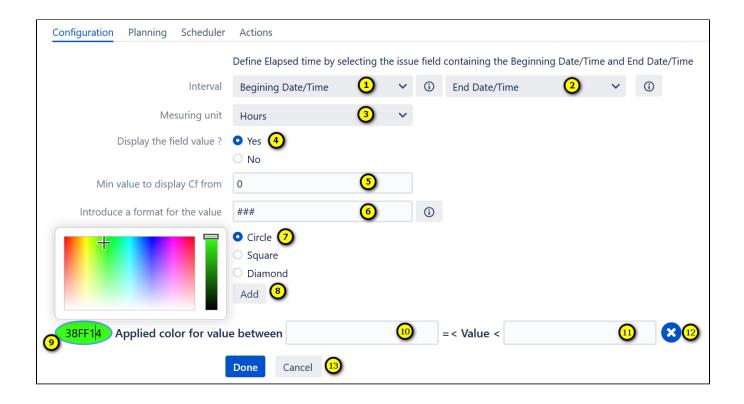
## 1. Basic configuration

On the tab 'Configuration', the user has to fill the following fields:



- 1. Set the **beginning** date/time (a custom field that defines the beginning date of a process. By default = date creation)
- 2. Set the end date/time (a custom field that defines the end date of a process. By default = the current date)
- 3. Measuring unit (Minute/Hour/Day)
- 4. If you want to display the field value tick Yes
- 5. Define the minimum value to display (by default = 0)
- 6. Define the field value format according to the measuring unit chosen. Example: ###,00, and measuring unit =Day means that the value will be displayed on three positions "020.00" twenty days.
- 7. Choose the shape of the flag (Circle, Square, or Diamond)
- 8. By clicking on "Add" you can add as many indicators as you need
- 9. By clicking in, a color palette will be displayed and you could set the color of your indicator
- 10. The interval start value
- 11. The interval end value
- 12. Use the X button to delete an indicator
- 13. At the end Save the configuration by clicking on "Done". Or click on 'Cancel', to cancel the configuration

To choose a working calendar, click on the tab 'Planning'