

"Time Tracking" Permission Set

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Overview

A **Time Tracking** Permission Set is included in the Time Tracking managed package, which gives access to the necessary functionality to track time, with the exception of permissions on the **Time Tracking Summary** and **Time Tracking** objects. Due to Salesforce limitations, some permissions are excluded from the package's Permission Set.

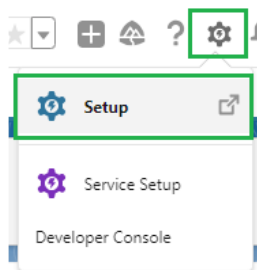
If you did not install the Time Tracking package for **All Users**, you will need to create a new Permission Set as outlined in the [Create a Permission Set for Time Tracking Objects](#) section below.

This document outlines the process of assigning the **Time Tracking** Permission Set to users, lists the permissions granted by the **Time Tracking** Permission Set, and outlines how to create a Permission Set to grant permissions not granted by the **Time Tracking** Permission Set.

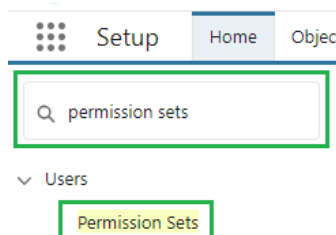
Assign the Time Tracking Permission Set to Users

This section outlines the process of assigning the **Time Tracking** Permission Set to users.

1. In Salesforce, click the **Setup** gear, and then click **Setup**.



2. On the **Setup** home page, in the **Quick Find** box on the left side of the page, type "permission sets".
3. Click **Permission Sets**.



4. On the **Permission Sets** page, click the **Time Tracking** Permission Set's label.

New		A B C D
Action	Permission Set Label ↑	Description
☐ Del Clone	Time Tracking	Grants permissions to components in the Time Tracking package.

5. On the **Time Tracking** Permission Set page, click **Manage Assignments**.

Permission Set
Time Tracking

Find Settings... Clone Delete Edit Properties [Manage Assignments](#)

6. On the **Manage Assignments** page, click **Add Assignment**.

... > SETUP > PERMISSION SET 'TIME TRACKING'

Time Tracking

Current Assignments [Add Assignment](#)

7. On the **Select Users to Assign** page, select the checkbox next to the Users to whom you'd like to assign the Permission Set, and click **Next**.

Select Users to Assign

☐ **Active Users** ▼

1 item selected

☒ Full Name ↑ ▼

☒  [Fostering Administrator](#) ▼

[Cancel](#) [Next](#)

8. On the **Select an Expiration Option For Assigned Users** page, select an expiration option and click **Assign**.

Select an Expiration Option For Assigned Users

☒ No expiration date ⓘ

☐ Specify the expiration date

1 Day 1 Week 30 Days 60 Days Custom Date

Selected User

Full Name ▼

[Fostering Administrator](#)

[Cancel](#) [Assign](#)

9. On the **Assignment Summary** page, click **Done**.

Assignment Summary

Full Name

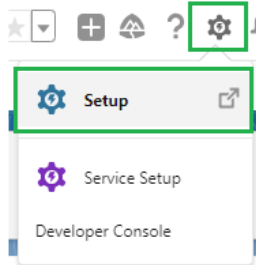
Fostering Administrator

Done

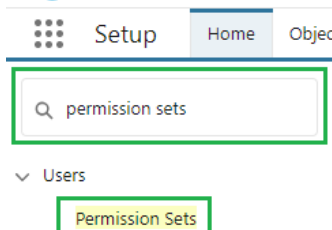
Create a Permission Set for Time Tracking Objects

This section outlines the process of creating a Permission Set to grant permissions to the **Time Tracking Summary** and **Time Tracking** objects and fields.

1. In Salesforce, click the **Setup** gear, and then click **Setup**.



2. On the **Setup** home page, in the **Quick Find** box on the left side of the page, type "permission sets".
3. Click **Permission Sets**.



4. On the **Permission Sets** page, click **New**.

Permission Sets

On this page you can create, vie

In addition, you can use the Sal

All Permission Sets [Edit](#)

New

5. On the **Create** page, enter a **Label**, **API Name**, and **Description** for the new Permission Set, and then click **Save**. For example:
 - a. Label: Time Tracking Summary Object Permissions
 - b. API Name: Time_Tracking_Summary_Object_Permissions
 - c. Description: This permission set gives access to the Time Tracking Summary Object and Fields.
6. Click on the section labeled **Object Settings**, and do the following on the next page:
 - a. In the list of objects, click **Time Tracking Summaries**.

- b. Give access to the tab, object, and fields as you prefer.
- c. Click **Save**.
- d. Navigate back to the **Object Settings** page.
- e. In the list of objects, click **Time Trackings**.
- f. Give access to the tab, object, and fields as you prefer.
 - i. **Note:** **Read** permission on the **Time Tracking** object is needed to use [Batch Entry](#).

7. Click the **Manage Assignment** Button > **Add Assignment** and choose the users you would like to assign.

Permission Set
Time Tracking

Find Settings... | Clone Edit Properties Manage Assignments View Summary (Beta)

Permission Set Overview > Object Settings Time Tracking Summaries

Time Tracking Summaries Edit

Tab Settings

Available	Visible
☐	☐ i

Object Permissions

Permission Name	Enabled
Read	☐
Create	☐
Edit	☐
Delete	☐
View All	☐
Modify All	☐

Field Permissions

Field Name	Field API Name	Read Access	Edit Access
Account	TTracking__Account__c	☒	☒
Active	TTracking__Active__c	☐	☐
After Hours Work	TTracking__After_Hours_Work__c	☐	☐

Permissions Granted by the “Time Tracking” Permission Set

This section outlines the permissions granted by the **Time Tracking** Permission Set.

- **Name** - The name of the component to which permissions are granted.
- **Type** - The type of component. For example, if the component is a custom field, **Type** is “Field”.
- **Parent Object** - The name of the component’s parent object.
- **Permissions** - The permissions granted to the component by the Permission Set.

	Name	Type	Parent Object	Permissions
1	FLLC_AccountFactory	Apex Class		Enabled
2	FLLC_DateTimeUtil	Apex Class		Enabled
3	FLLC_DateTimeUtil_Test	Apex Class		Enabled
4	FLLC_EasyCalendarHelper	Apex Class		Enabled
5	FLLC_FLSEException	Apex Class		Enabled

6	FLLC_RateCardFactory	Apex Class		Enabled
7	FLLC_SObjectFactory	Apex Class		Enabled
8	FLLC_SObjectFactory_Test	Apex Class		Enabled
9	FLLC_SObjectUtil	Apex Class		Enabled
10	FLLC_SObjectUtil_Test	Apex Class		Enabled
11	FLLC_TimeTrackingFactory	Apex Class		Enabled
12	FLLC_TimeTrackingSummaryFactory	Apex Class		Enabled
13	FLLC_TimeTrackingTrigger_Test	Apex Class		Enabled
14	FLLC_TimeTrackingTriggerHandler	Apex Class		Enabled
15	FLLC_TimeTrackingUtil	Apex Class		Enabled
16	FLLC_TimeTrackingUtil_Test	Apex Class		Enabled
17	FLLC_UserRateCardFactory	Apex Class		Enabled
18	FLLC_UserRateCardTrigger_Test	Apex Class		Enabled
19	FLLC_UserRateCardTriggerHandler	Apex Class		Enabled
20	TimeTrackingAccountDefaultPicklist_Test	Apex Class		Enabled
21	TimeTrackingAccountDefaultValuePicklist	Apex Class		Enabled
22	TimeTrackingBatch_Helper	Apex Class		Enabled
23	TimeTrackingBatch_Helper_Test	Apex Class		Enabled
24	TimeTrackingHelper	Apex Class		Enabled
25	TimeTrackingHelper_Test	Apex Class		Enabled
26	TimeTrackingSecondFieldPicklist_Test	Apex Class		Enabled
27	TimeTrackingSecondLookupFieldPicklist	Apex Class		Enabled

28	TimeTrackingSettings_CTRL	Apex Class		Enabled
29	TimeTrackingSettings_Test	Apex Class		Enabled
30	Time Tracking (Time_Tracking)	App		Enabled
31	Time Tracking (Time_Tracking_app)	App		Enabled
32	Second Record to Account Mapping	Custom Metadata Type		Enabled
33	Time Tracking Setting	Custom Setting		Enabled
34	Description	Field	Rate Card	Read/Edit
35	Log Date	Field	Time Tracking Summary	Read/Edit
36	Minutes	Field	Time Tracking Summary	Read/Edit
37	Day of Week	Field	Time Tracking	Read
38	End Time	Field	Time Tracking	Read/Edit
39	End Time Time	Field	Time Tracking	Read
40	Hours After 6 PM	Field	Time Tracking	Read
41	Hours After 6 PM If not started after 6	Field	Time Tracking	Read
42	Start Time After 6 PM	Field	Time Tracking	Read
43	Start Time Time	Field	Time Tracking	Read
44	Total Time (ms)	Field	Time Tracking	Read
45	Default Rate Card	Field	User Rate Card	Read/Edit
46	User	Field	User Rate Card	Read/Edit
47	Easy Calendar Default Records	Field	User	Read/Edit
48	Internal Cost per Hour	Field	User	Read/Edit
49	Rate Card	Object		Read/Create/Edit/Delete
50	User Rate Card	Object		Read/Create/Edit/Delete
51	Easy Calendar	Tab		Available/Visible
52	Rate Card	Tab	Rate Card	Available/Visible
53	Time Tracking Batch Entry	Tab		Available/Visible

54	Time Tracking How To & Set Up	Tab		Available/Visible
55	Time Tracking List	Tab		Available/Visible
56	Time Tracking Summary	Tab	Time Tracking Summary	Available/Visible
57	TimeTrackingSettings	Visualforce Page		Enabled
58	Use Time Tracking List	Custom Permission		Enabled

Considerations

The **Time Tracking** package contains some components to which access cannot be granted using a Permission Set, such as Reports, Folders, Page Layouts, Lightning Web Components, and Lightning Pages. You must configure access to those components separately.

See also

- [Manage Permission Set Assignments](#). *Salesforce Help*.
- [Create Permission Sets](#). *Salesforce Help*.