

Asprova My Schedule Introduction Procedure

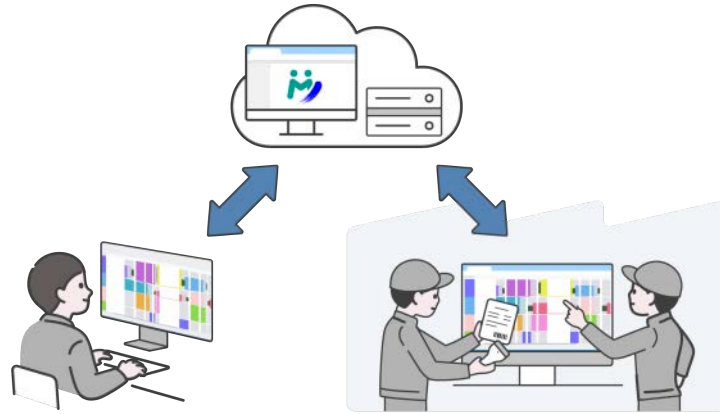
Asprova My Schedule Ver. 26.1 or later

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2. Introduction

This document explains how to run My Schedule on a dedicated server and how to set up license authentication.



3. Install My Schedule on a dedicated server!

3.1 Download the WS control panel!

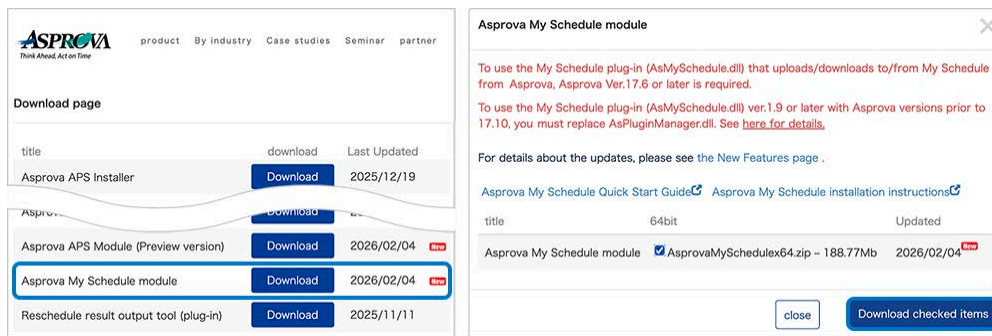
The latest version of Asprova comes bundled with My Schedule and can be started from the Start menu, but this section explains the procedure for installing My Schedule on a server machine or another machine where Asprova is not installed.

To begin, download the latest My Schedule module to your server machine.

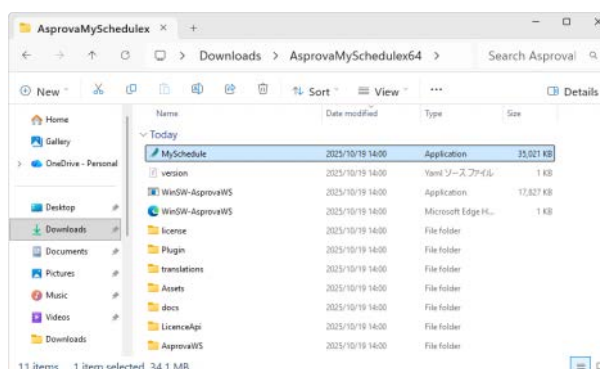
[Q 01: I would like to know the recommended operating environment...▼](#)

Step 3.1_01: Download the My Schedule module!

Download the Asprova My Schedule module from the [official download page](#).



A ZIP file will be downloaded, so please extract (or unzip) it.



Contents of Asprova My Schedule module folder

Step 3.1_02: Run MySchedule.exe!

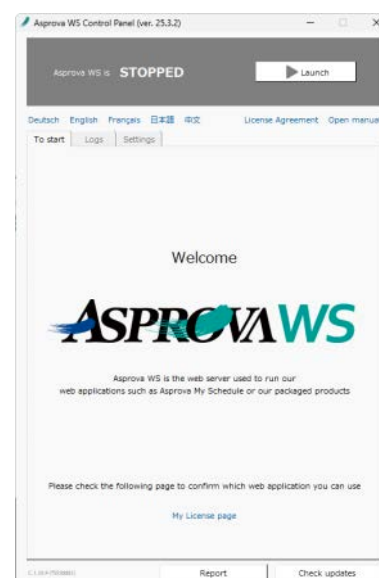
”MySchedule.exe” in the extracted folder allows you to start and stop My Schedule and configure various settings.

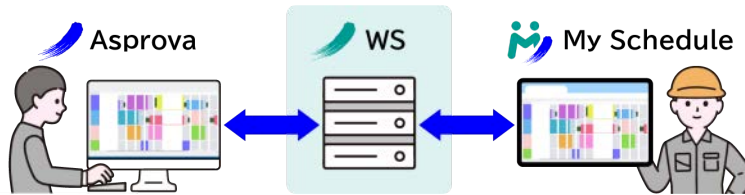
Run ”MySchedule.exe”.

Note: To configure the license authentication settings later, run the program with administrator privileges. It is not necessary to execute it with administrator authority when changing settings or in daily operation.

Run MySchedule.exe to open the WS control panel.

Asprova WS is a system that runs on a server, connecting Asprova with My Schedule and packaged products.





Step 3.1_03: Start WS!

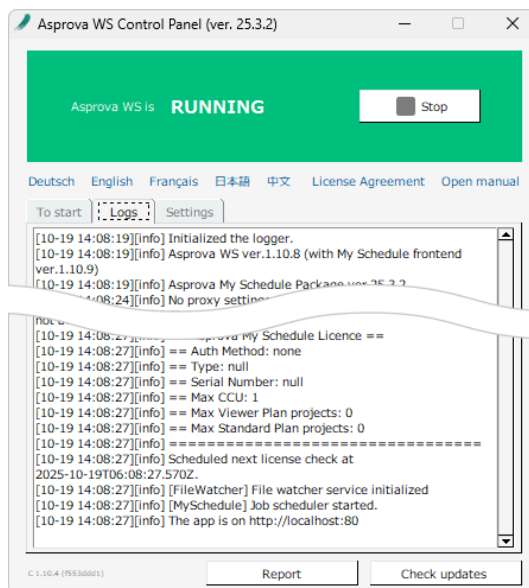
Start WS by clicking the [▶ Launch] button at the top of the window.



Note: When you click Start, a Windows Security dialog may pop up indicating that the firewall is blocking “Node.js JavaScript Runtime.” Select Allow access to let it through the firewall.

When WS starts, the background color of the button turns green and the button changes to [■Stop].

The log also describes and confirms that WS is up and running.



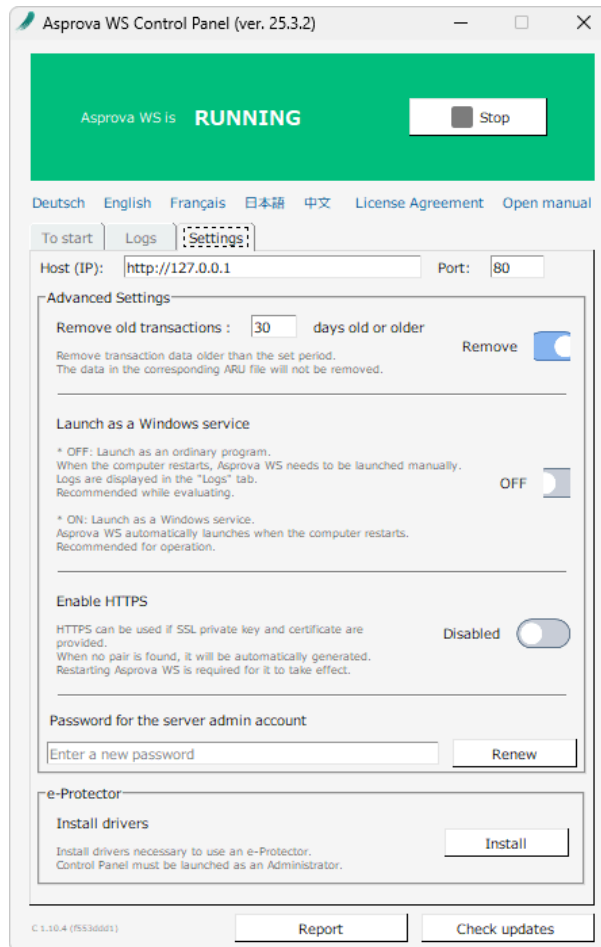
Asprova My Schedule is running

The WS control panel must remain activated while using My Schedule.

3.2 Let's set up WS!

Various settings can be configured in the WS control panel. Let us check the contents of the [Settings] tab.

Step 3.2_01: Set up My Schedule



Contents of the [Settings] tab screen

-Host (IP)

In the Host (IP) field, enter the hostname or IP address.

When you first open the WS control panel, the Host (IP) field displays “http://127.0.0.1”.

This is a special IP address—called localhost—that always refers to the computer you’re currently using.

If you are running My Schedule on a dedicated server, please enter the host name or IP address uniquely assigned to the server.

-Port number

The default setting of "80" is fine, but if you cannot connect, set a value other than 80, such as 5001.

-Advanced Settings

-Delete past data

Deletes data (actual quantities and equipment capacity values entered in My Schedule) before the specified number of days among the data managed in My Schedule.

-Start as a Windows Service

If turned on, My Schedule will also start automatically when the server starts.

-Enable HTTPS

Name the SSL private key "privatekey.pem" and the certificate "cert.pem".

Place the above two files in the AsprovaWS/ssl folder in the hierarchy where MySchedule.exe downloaded in step 3.1_01 is located, and set the toggle switch to ON.

If you do not have an SSL folder, create one.

-Password for the admin account

You can change the password for the admin account.
After completing the settings, access My Schedule from a web browser.

Launch your web browser and connect to My Schedule.

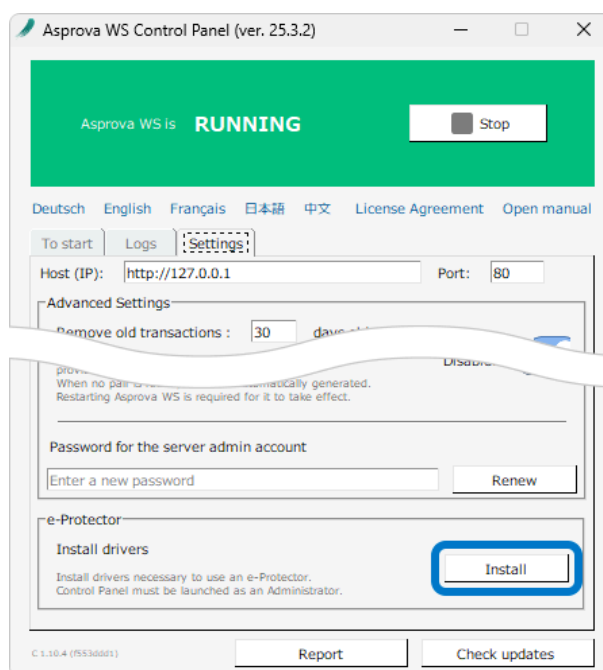
The combination of the host (IP) and port number listed in the [Settings] tab of the WS control panel is the address to connect to My Schedule.

If you want to use the e-protector for license authentication, you need to install the driver for the e-protector.

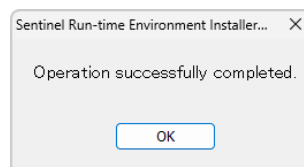
The driver is installed in the [Licensing] tab of the WS control panel, so install it if necessary.

Step 3.2_02: Install the e-protector driver!

Display the License tab of the WS control panel and press the "Install" button in the Driver Installation item to start the e-Protector driver installation.



Once the installation is performed, a progress window will appear. The installation is then complete when the following window appears.

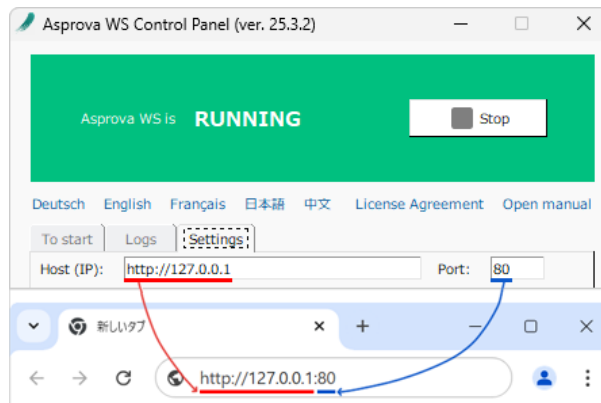


After making or changing settings in the WS control panel, the control panel must be restarted.

Exit and re-launch the Control Panel, then access My Schedule with a web browser.

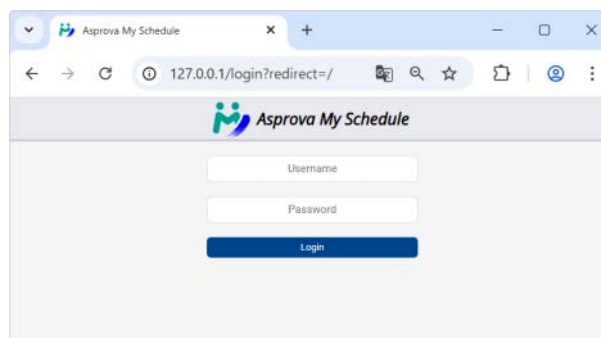
Step 3.2_03: Connect to My Schedule from a web browser!

Enter the string of characters in the Host (IP) field and the numeric value in the Port Number field, which are set in the [Settings] tab of the WS control panel, connected by : (half-width colon), into your web browser and press Enter.



Note: When accessing with the default address (http://127.0.0.1), please launch a web browser on the PC running WS control panel to access.

If the Asprova My Schedule login screen appears, the connection is successful.



Asprova My Schedule Login Screen

[Q 02: The login screen of My Schedule does not appear in the web browser... ▼](#)

Step 3.2_04: Log in to My Schedule

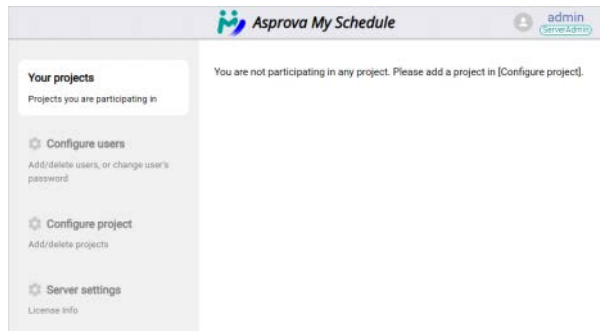
When the login screen appears, try logging in with the admin account. Log in with the following user name and initial password.

Username	admin
Initial password	*qkCMt4Ut5

Note: In the Settings tab of the WS control panel, go to the very bottom and locate [Admin Account Password]. If you have already updated the password, enter the new one here.

[Q 03: I cannot log in to My Schedule from a web browser...▼](#)

Once logged in, you will see the items that can be configured under the admin account.



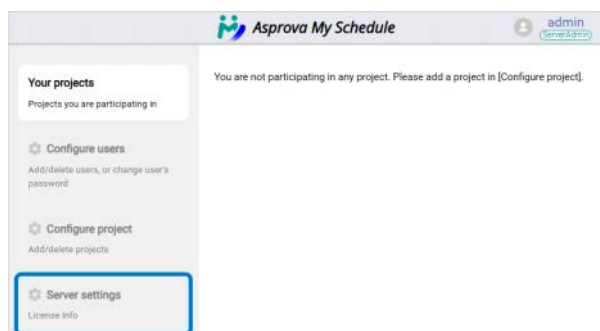
Screen contents when logged in with the admin account

3.3 Set up a license for My Schedule!

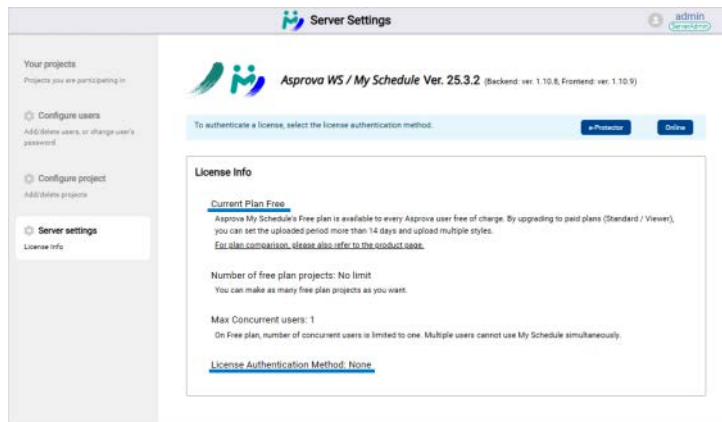
There are two methods of activating My Schedule: e-Protector and Online License.

The license setup is done on My Schedule, which is accessed from a web browser.

Log in to My Schedule with an admin account in your web browser.



Select [Server Settings] to view the current license status.
If the license authentication method: None, only free plans are available.



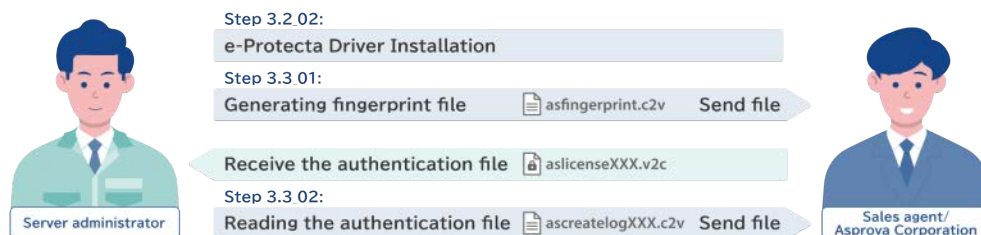
Server setting screen

[How to set up an online license...▼](#)

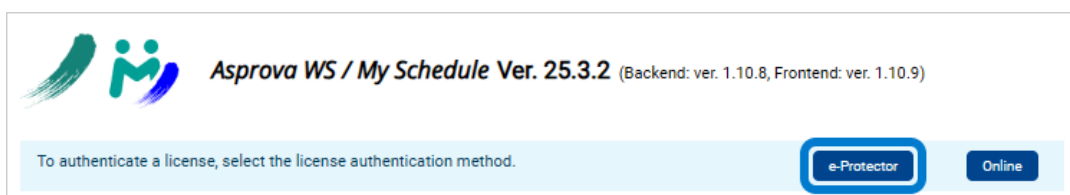
- How to set up the e-protector

e-Protector is an authentication method that installs an electronic file (e-Protector) containing license information on the machine.

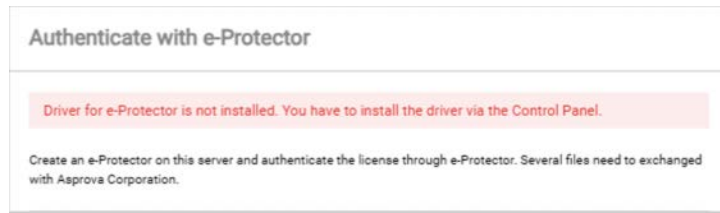
Obtaining an e-Protector requires an exchange of files between the server administrator and Asprova through the sales agent, and the process takes several days.



Select [e-Protector] from the license authentication method selection on the server configuration screen.



If the window that appears when you press the [e-Protector] button displays the following red message, the e-Protector driver is not installed.



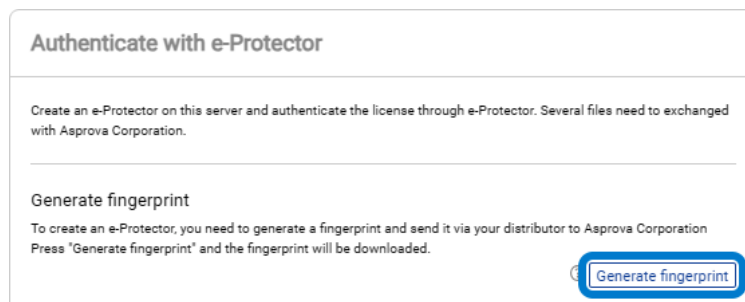
The driver can be installed in the WS control panel. Refer to "[Step 3.2 02](#)" to install the e-protector driver.

After installing the e-Protector driver, a fingerprint file is generated and sent to Asprova through the distributor.

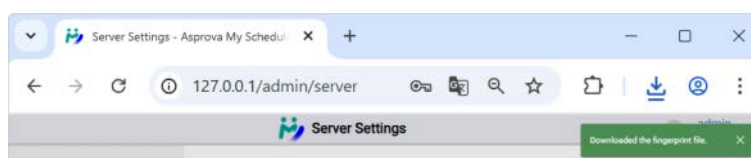
Fingerprint files can be obtained from My Schedule, which is accessed through a web browser.

Step 3.3_01: Let's get/send fingerprint files!

Press the [Generate fingerprint] button in the window that appears when you press [e-Protector] from the selection of license authentication methods in the server settings section.



A fingerprint file with machine-specific information will be downloaded under the name "asfingerprintXXX.c2v".



Please send this file to Asprova through your distributor.

Asprova will issue an authorization file containing license information, so please receive it from your distributor.

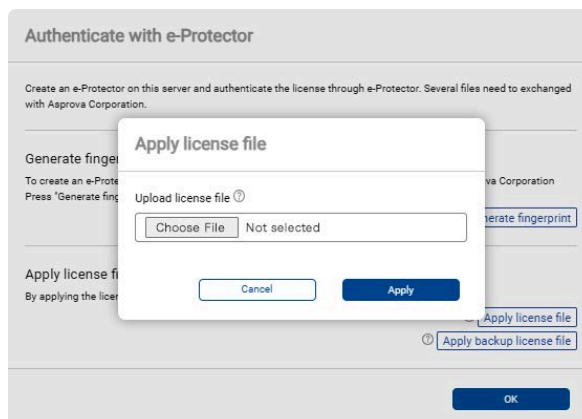
Step 3.3_02: Let's read certification file

Press the [Apply licence file] button to set up the authentication file.



Press the [Apply licence file] button, and a window will appear to select the file.

Press the [Choose File] button and select the certification file named "aslicenseXXX.v2c" (where XXX is the serial number string).

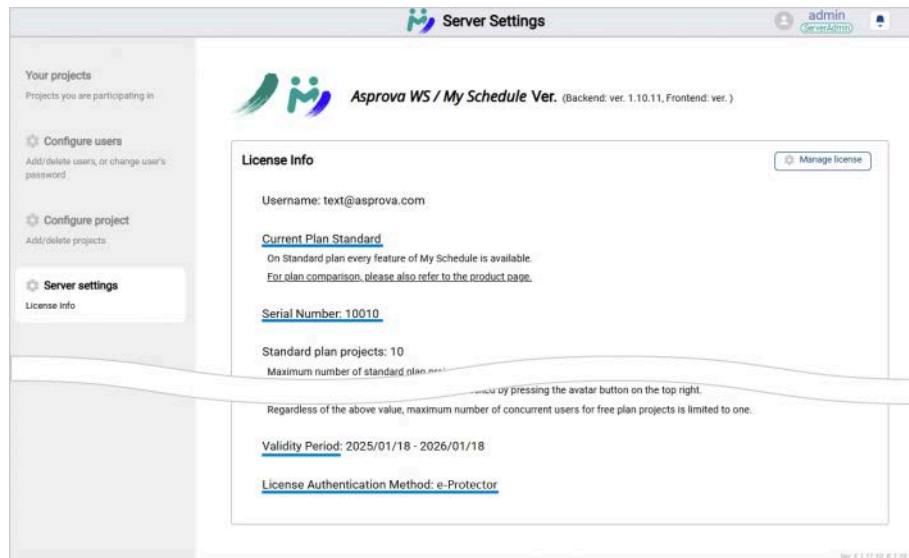


After selecting the file, press the [Apply] button to apply the certification file.

When the successful authentication dialog appears, the e-Protector license

authentication setup is complete.

Information such as available plans, number of simultaneous connections, and expiration date can be viewed on the server settings screen.



Finally, when the authorized certification file is applied, an e-protector creation log file "ascreatelogXXX.c2v" (where XXX is a string of serial numbers) will be downloaded. Please send this file to Asprova through your distributor.



The e-protector creation log file being downloaded

- Update e-protector Certification Information

Asprova My Schedule is a one-year contract and can be continued by updating the e-Protector authentication information when the contract is renewed.

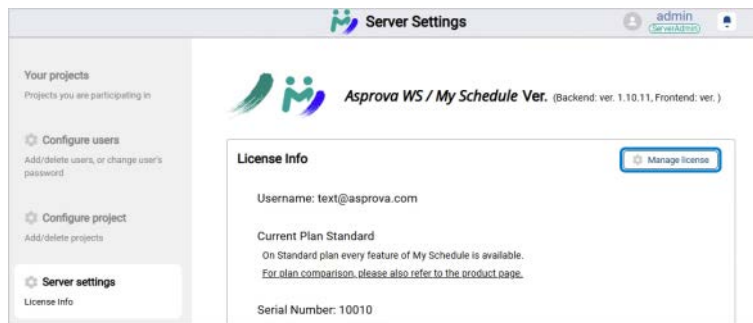
Set the Magic No. that you receive from Asprova through your distributor at the time of contract renewal in My Schedule.

Magic No. Settings are made on the Server Settings screen.

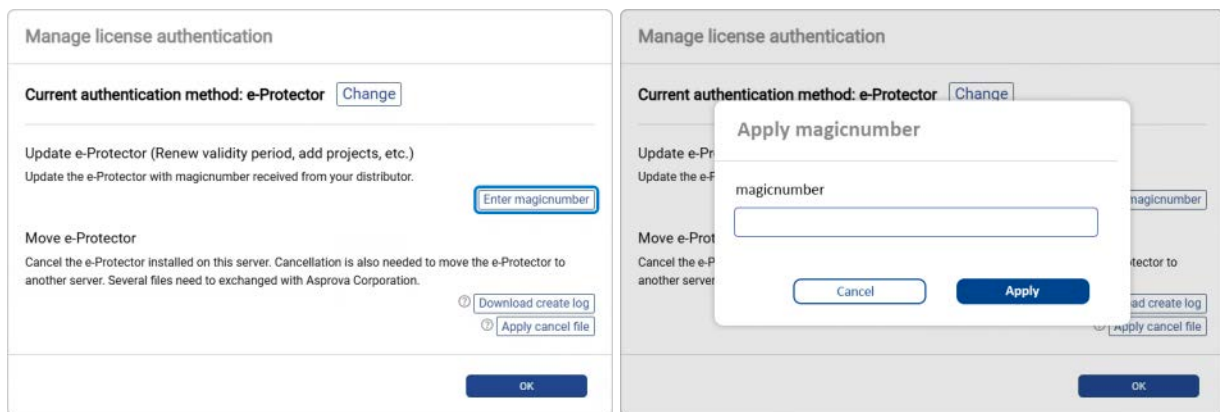
Step 3.3_03: Update e-Protector authentication information with Magic No.

Press the [Manage License Information] button in the upper right corner of the license information.

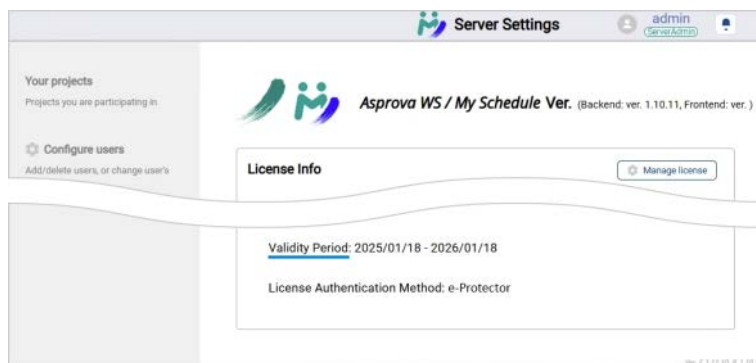
In the window that appears when you press the [Manage License Information] button, there is a [Enter Magic Number] button.



Click on the [Enter Magic Number] button, enter the magic number you received in the input box of the window that appears, and then click on the [Apply] button.



When you press the [OK] button in the lower right corner of the Manage License Activation window to close the window, you will see information about the currently applied license.



Under the License Term section, confirm that the term has been extended.

- Preparation of a backup version of e-Protector

Note: The backup version of e-Protector is available for My Schedule Ver. 25.2 or later.

Since e-Protector is an authentication method that licenses a single machine, My Schedule will not be available in the event of trouble, such as the failure of a machine that is being authenticated with e-Protector.

In case of such problems, a backup version of the e-Protector is available in addition to the official version of the e-Protector.

Please prepare a different machine as a backup environment from the machine that uses the official version of e-Protector.

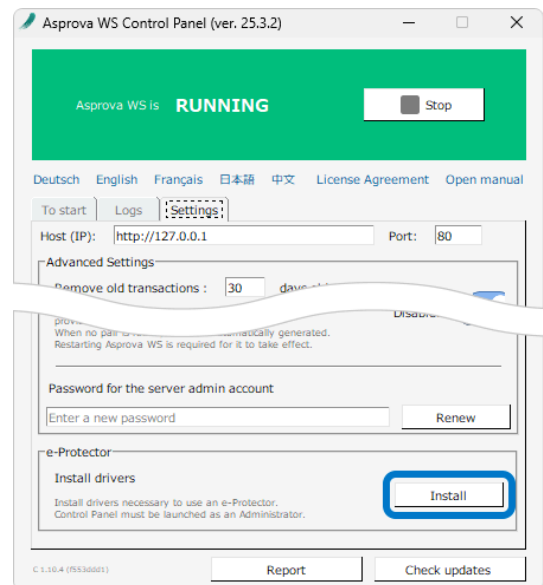
Machines in the backup environment must be configured for e-protectors in the same way as machines in the formal environment.

Follow the steps below to configure the e-protector settings for your backup environment.

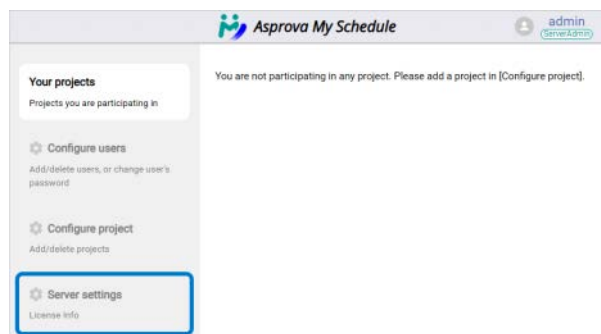
Step 3.3_04: Request a backup license file

1. Download the Asprova My Schedule module from the [official download page](#). (Refer to : [Step 3.1 01](#))
2. Please run “MySchedule.exe” located in the downloaded folder with administrator privileges. (Refer to : [Step 3.1 02](#))

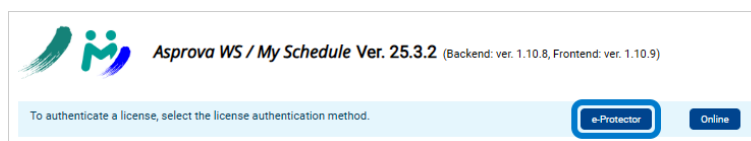
3. Display the [Settings] tab in the WS control panel, then click the [Install] button under the e-Protector section to begin installing the e-Protector driver. (Refer to : [Step 3.2.02](#))



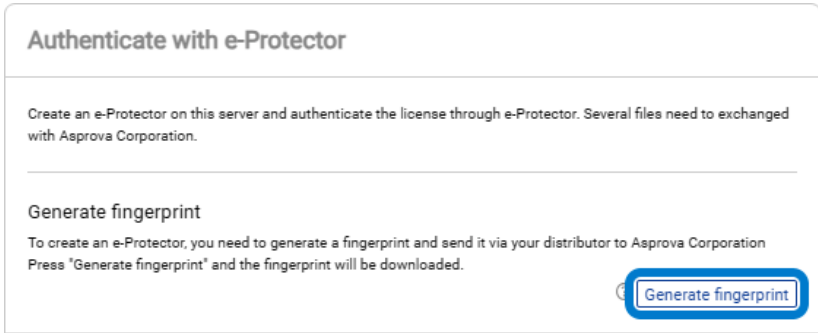
4. Access My Schedule with administrator privileges and select the [Server Settings] tab.



5. Select [e-Protector] button in the window that appears.



6. Click the [Generate fingerprint] button to obtain the fingerprint file. (Refer to : [Step 3.3.01](#))



7. Contact us to request a backup license file.

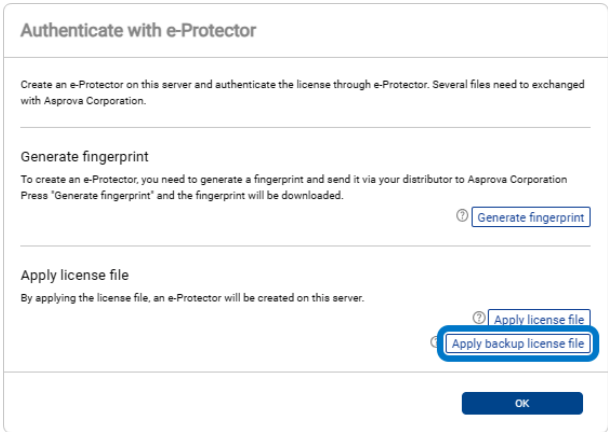
In your message, please include:

- The purpose of using the backup e-Protector.
- The fingerprint file (example: asfingerprintXXXX.v2c) generated from your PC.

Wait for us to send back your backup license file.

Step 3.3_05: Obtain and prepare the backup license file

1. Once you receive the backup license file (example: aslicenseXXXX_backup.v2c), save it to a known location on your PC.
2. Start My Schedule.
Log in using a Server Admin account.
3. Go to the “Server Settings” tab.
4. Open the “e-Protector” menu from the available options.
5. Click the button labeled [Apply backup license file]



6. Attach your backup license file (aslicenseXXXX_backup.v2c).
7. Click “Apply”

Once registered, the backup license can be activated at any time.

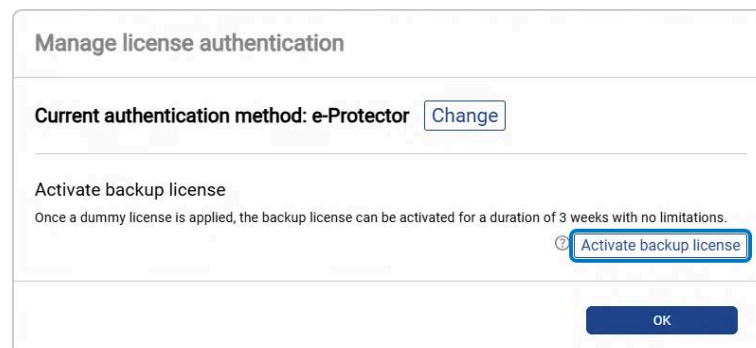
Important Note:

After registration, My Schedule can be used without limitations for 3 weeks from the time of activation.

Only proceed to the next step when you are ready to begin the backup license period.

Step 3.3_06: Activate the backup license

1. Open the License Information section.
2. In the license information dialog, select: “Activate the backup license”



3. Click the Confirm button to start the backup license period.

Extending or resetting the backup license

Please contact us if you need to:

- Extend the duration of your backup license, or
- Reset the backup license to its pre-activation state (to allow reactivation later),

Backup license extensions and resets are processed using magic numbers, the same method used for regular licenses.

[Q 04: I want to move my e-protector to another machine...▼](#)

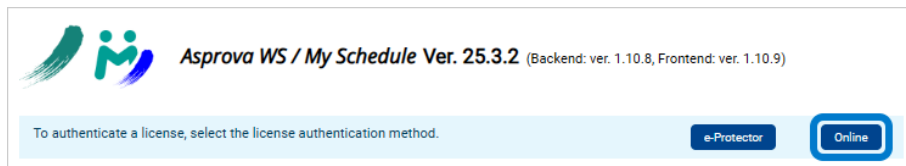
[Q 05: I want to use e-protector with virtual machine technology...▼](#)

[How to set up e-protector...▼](#)

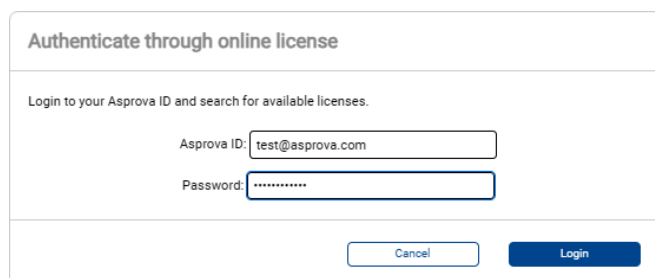
-How to set up an online license

Step 3.3_04: Set up online license activation!

Press the [Online] button from the Authentication Method selection on the Server Setup screen to configure the settings.



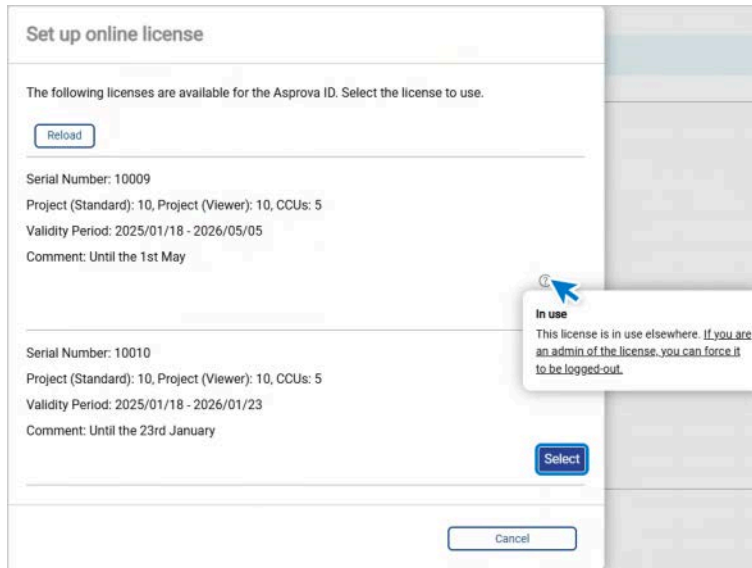
A pop-up window will appear. Log in with your Asprova ID. Search for available licenses assigned to your Asprova ID.

The screenshot shows a pop-up window titled "Authenticate through online license". Below the title is the instruction "Login to your Asprova ID and search for available licenses." There are two input fields: "Asprova ID:" with the value "test@asprova.com" and "Password:" with a masked password ".....". At the bottom of the window are two buttons: "Cancel" and "Login".

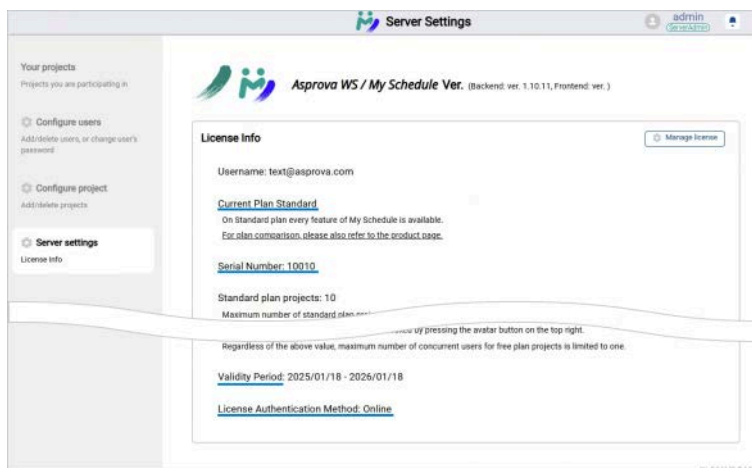
When the list of available licenses appears, click the [Select] button next to the license you want to use.

Sometimes the [Select] button is disabled, and a (?) icon appears in its place.

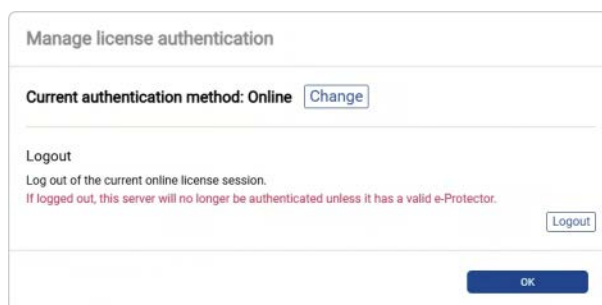
Hover the mouse pointer over the (?) icon and the reason the button is disabled will appear, as shown in the figure below.



After selecting the serial number to be used for the online license, information such as available plans, number of projects, number of simultaneous connections, and license expiration date will be displayed, and My Schedule will be available with the license you have selected.



The [Manage License Information] button in the upper right corner of the license information displays the "Manage License Activation" pop-up window, which allows you to cancel the currently selected license or change the licensing method.



The "Change" button allows you to choose whether the activation method will be e-protector or an online license.

Select license authentication method

Select your license authentication method to use My Schedule's paid plans. The authentication method is designated when you purchase the license.

e-Protector Online

Cancel Next

Pressing the [Logout] button will deactivate the online license serial if you have not set up an e-protector, and you will be able to use only the free plan to which the license has not been applied.

-Online license renewal

Asprova My Schedule is a one-year contract and can be continued by renewing the contract.

After renewing your subscription, you do not need to renew it in My Schedule, which you access through a web browser, or in the WS control panel.

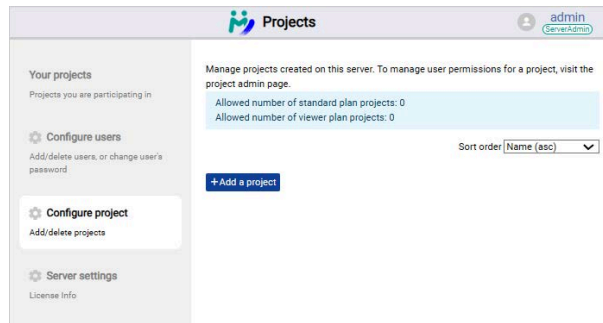
Check the [My License page](#) to confirm that the expiration date has been extended.

4. Set up a My Schedule project from your web browser

To configure projects, log in to My Schedule with the admin account. If you don't have any projects yet, add one.

Step 4_01: Add a project!

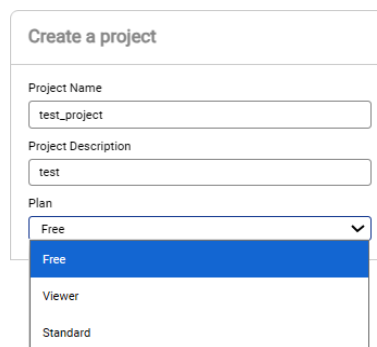
You may add projects via Project Management.
Click the [Project Management] button to open the Project Management screen.



Project Management Screen

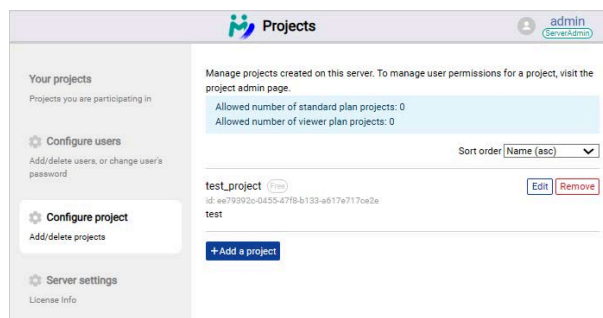
Click the [+Add Project] button to add a project.

Fill in the project summary in the window that appears and select the plan you want to apply to the project from "Plan".



Project Plan Selection Screen

Clicking the [Create] button will close the pop-up window, and the created project will appear in the list.

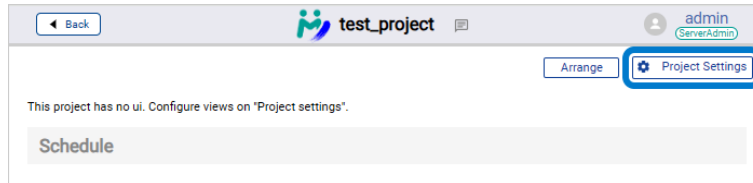


A view of the project being added

Click on the project name of the project you created to see the project.

In a newly created project, you will see the message "No screens have been set up for this project." is displayed.

Press the [Project Settings] button to configure the project contents.



Step 4_02: Let's set up the project details

In the advanced project settings, the following items can be configured

-Basic Information

Basic project information can be edited and reviewed.

-Screen Settings

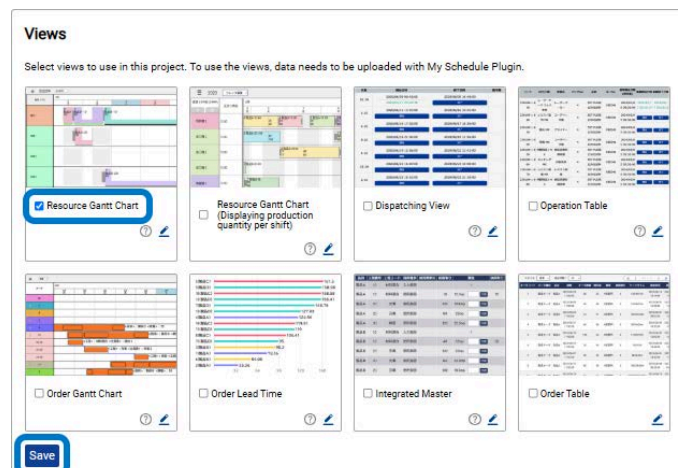
Select the screens to be shared in the project.

-User Settings

You can set users and permissions to share projects.

Here we will proceed with an example of adding a [Resource Gantt Chart] in the "Screen Settings" section.

Make sure the screen you want to share has a check mark and press the [Save] button.



Let's go back to the previous screen by pressing the [◀ Back] button in the upper left corner of the window, and click on the icon of the added screen.

If the message "Required file not found" appears, the schedule data has not yet been uploaded.

Upload your scheduling data from Asprova.

5. Let's link Asprova and My Schedule!

5.1 Prepare to use My Schedule with Asprova!

Let's set up Asprova to upload data from Asprova to My Schedule.

In order to link with My Schedule, such as uploading scheduling data from Asprova and downloading actuals, the My Schedule plug-in must be installed in Asprova.

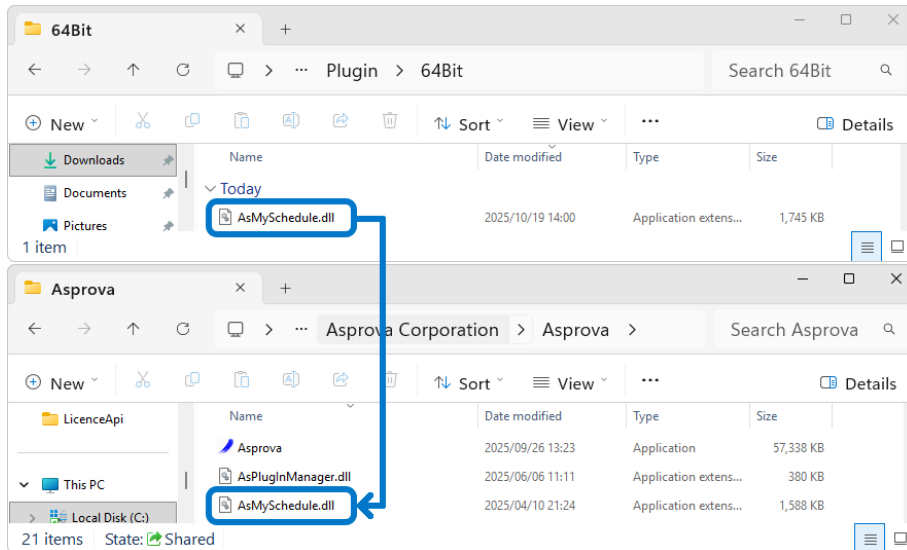
Step 5.1_01: Let's install plug-ins to Asprova!

The My Schedule module folder downloaded in [step 3.1 01](#) contains a plug-in for Asprova.

If Asprova is running, exit it once.

There is a file named AsMySchedule.dll in the "Plugin" folder > "bits" folder in the "My Schedule module" folder.

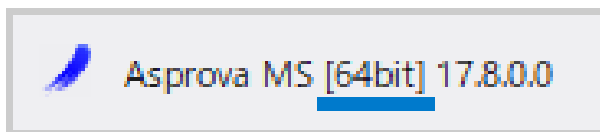
Copy this file to the same hierarchy as Asprova.exe.



The number of bits in the plug-in must be aligned with the number of bits in Asprova.

The version of Asprova can be checked on the title bar.

If [64bit] is not displayed, the version is 32bit.



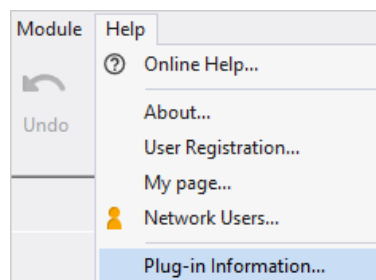
Example of display in the upper left corner of the Asprova window

Note: If your copy of Asprova isn't the latest, upgrade it to version 17.6.0.0 or later -those are the earliest releases that work with My Schedule.

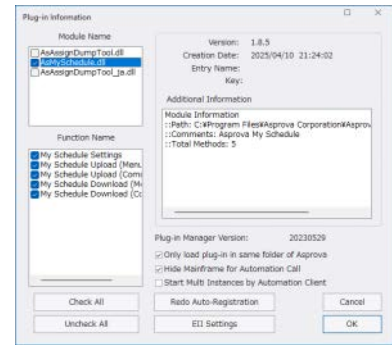
After installing the plug-in file, launch Asprova with administrative privileges.

Step 5.1_02: Let's set up the Asprova side.

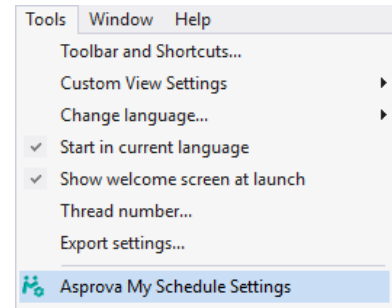
Execute the "Plug-in Information" menu from the "Help" menu on the toolbar.



In the "Plug-in Information" menu, check "AsMySchedule.dll" on the left side. Press "OK" to return to the original screen.



If the menu item "Asprova My Schedule Linkage Settings" is added to "Tools" in the menu bar, the Asprova My Schedule linkage plug-in has been added successfully.



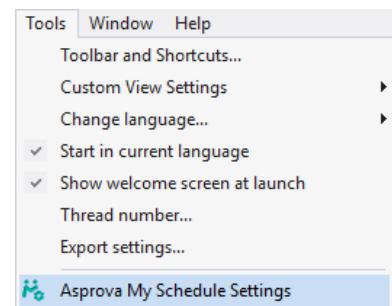
Note: If "AsMySchedule.dll" is not found on the left side of the "Plug-in Information" menu: Make sure the plug-in file (AsMySchedule.dll) is in the same directory as the Asprova main unit.

5.2 Set up the integration!

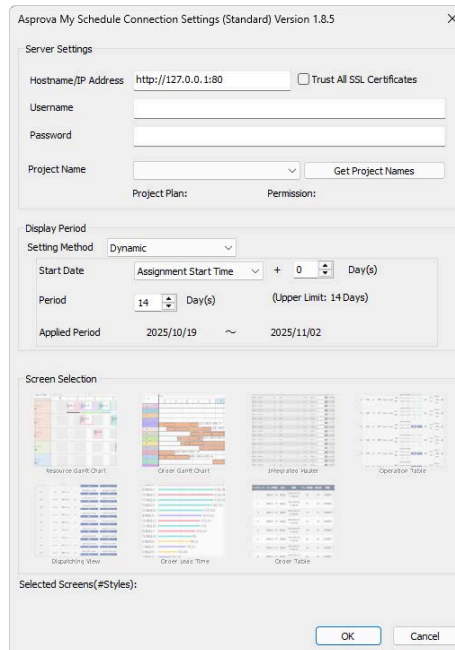
With My Schedule activated in the WS control panel, open the project to be uploaded to My Schedule in Asprova and follow the steps below.

Step 5.2_01: Let's set up the Asprova side.

Select [Asprova My Schedule Settings] from the [Tools] menu bar in Asprova.



[Q 06: Asprova My Schedule operation items are not displayed... ▼](#)



Asprova My Schedule Linkage Setting Window

In the Asprova My Schedule Linkage Settings window, enter the settings you have just made in the WS control panel in the "Connection destination server settings" field.

If you want to connect using HTTPS, check the [Always trust SSL certificate] checkbox next to the Host/IP address input field.

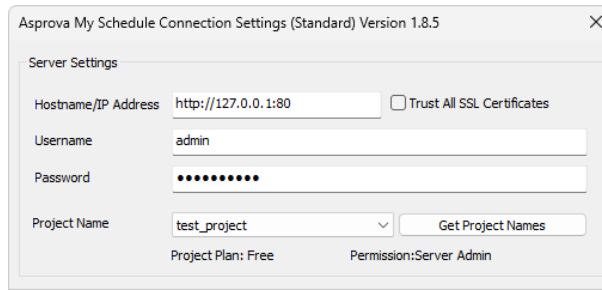
Host Name/IP Address	http://127.0.0.1:80
Username	admin
Password	*qkCMt4Ut5

Note: If you have changed the host/IP address, port number, or password, please enter the changed information.

After you enter the information above, click [Connect and Retrieve Project Name], following which a message reading "Connected successfully" will appear.

[Q 07:I cannot connect to Asprova My Schedule in the linked settings...▼](#)

Select the name of the project you wish to upload from the Project Name pull-down list in the "Connect to Server Settings" section.

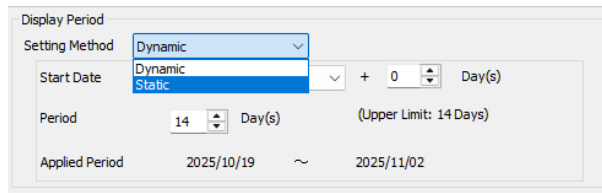


Destination Server Settings

[Q 08: Why am I seeing the Free plan even though I purchased the Standard \(Viewer\)](#)

[plan? ▼](#)

Under "Display Period," you can set which periods of data will be sent to the Asprova My Schedule backend.

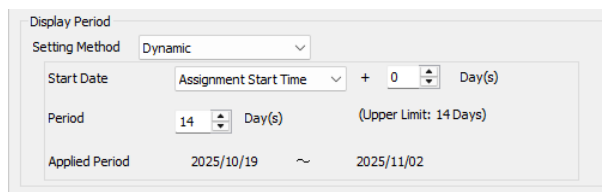
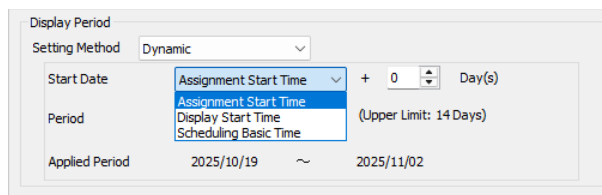


Display Period Setting

There are two ways to choose the display period.

1. Dynamically specified

Select one of "Assigned Start Time", "Display Start Time", and "Scheduling Basic Time" from the combo box on the left side, and then enter the number of days in the text box on the right side.



See below for the definition of the display period.

Screen	Definition of Display Period
Resource Gantt Chart	Start and finish date and time of operation
Order Gantt Chart	Start date and time of the earliest operation in the order, and end date and time of the latest operation in the order
Manufacturing BOM	(Not applicable)
Operation table	Start and finish date and time of operation
Dispatching View	Start and finish date and time of operation
Order Lead Time	Start date and time of the earliest operation in the order, and end date and time of the latest operation in the order

For example, if the display period is set to "January 1, 2024~June 1, 2024," the resource Gantt chart will upload data for operations whose start and end dates and times are from January 1, 2024, to June 1, 2024.

2. Specify a fixed date

How to specify a period using start/end dates, regardless of the allocation start date and time

The screenshot shows a 'Display Period' configuration window. At the top, 'Setting Method' is a dropdown menu currently set to 'Static'. Below this, there are two date input fields: 'Start Date' and 'End Date', both containing the text '2025/10/19'. To the right of these fields, there is a note that says '(Upper Limit: 14 Days)'. Each date field has a small calendar icon to its right.

For the Standard and Viewer plans, the display period is unlimited and can be freely specified.

For the Free Plan, the maximum display period is 14 days.

Note: Even in the case of unlimited, the display period must be set.

Under "Screen Selection," select the screen you wish to upload.

Select the screen you have just selected in the My Schedule screen settings here as well.



Screen Selection

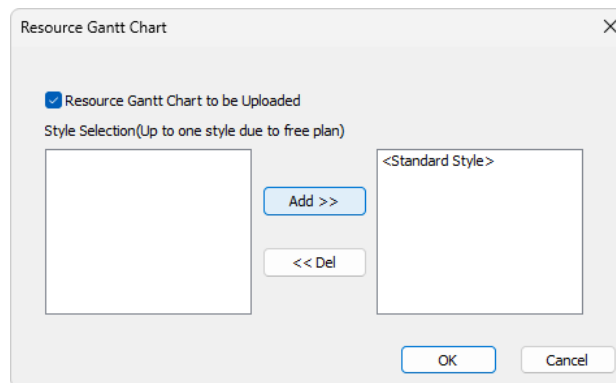
[Q 09: The screen I want to upload is grayed out, and I can't select it...▼](#)

Clicking on the icon for each screen opens a window to select which style to upload.

Select the style you wish to upload and press the [Add>>] button.

For Standard and Viewer plans, you can select multiple styles.

For the Free Plan, only one style can be selected.

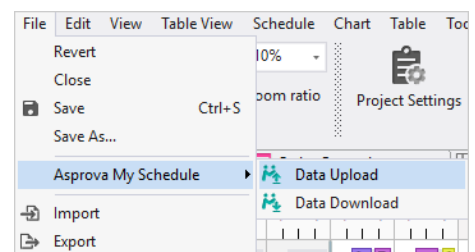


Style Selection

Once the settings have been made, press the [OK] button to close the Asprova My Schedule Linkage Settings window.

Step 5.2_01: Let's set up the Asprova side.

Reschedule and with the operation assigned, select [Asprova My Schedule ►] > [Data Upload] from [File] on the menu bar to upload the data.

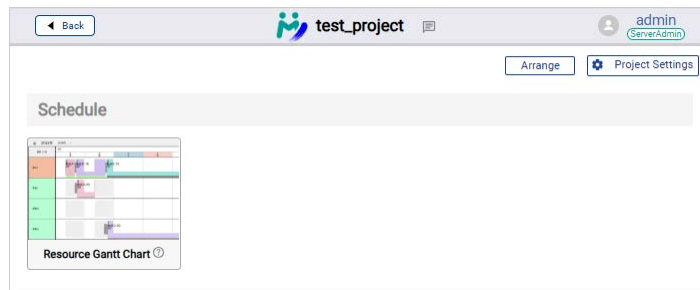


Note: Uploading requires project administrator or server administrator privileges.
Browse and enter results Uploading is not allowed for accounts with
"Permissions" or "View Only" privileges.

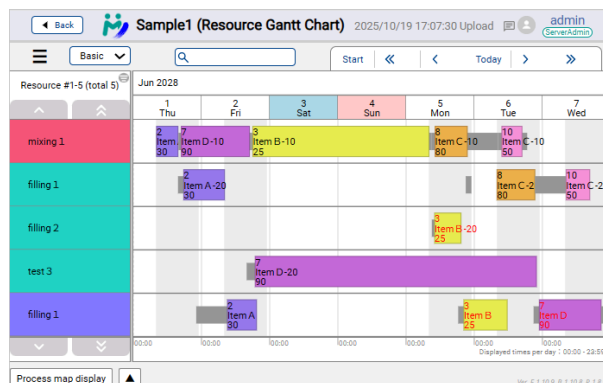
Step 5.2_03: View the uploaded schedule data in a web browser

Go back to your web browser and look at the scheduling data.

Click on the screen icon of the project you have added.



[Q 10: I get an error message about the number of simultaneous connections and cannot view the schedule...](#)



Resource Gantt chart displayed in My Schedule

We could see a Gantt chart in the same style as the uploaded scheduling data.

[Q 11: The selected style is not displayed...](#)

5.3 Download Achievements!

In the Standard and Free plans, you can enter actual results from My Schedule.

Let's input the results tentatively and download them in Asprova.

Please select one of the tasks on the resource Gantt chart that you are viewing in your web browser.

The selected operation will be highlighted in the timeline display on the right side of the window, and the Enter Results button will appear.

In this procedure, we will use the example of pressing the [Edit Results] button to enter results.

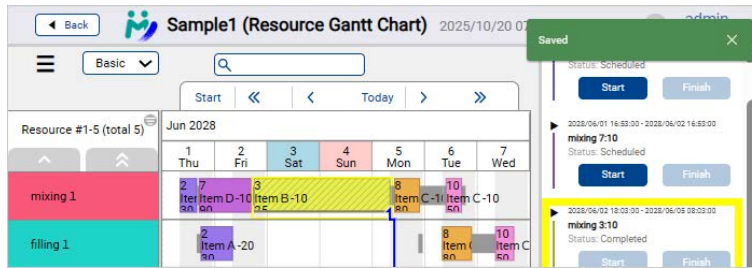
Step 5.3_01: Let's enter Achievements

Select an operation on the resource Gantt chart and press the [Edit result] button in the Timeline view.

In the Edit Results window, select [Completed] from the Status item and press the [OK] button.

The screenshot displays the Asprova software interface. On the left, the 'Sample1 (Resource Gantt Chart)' window shows a Gantt chart for 'Resource #1-5 (total 5)' for the month of June 2028. The chart includes tasks like 'mixing 1', 'filling 1', 'filling 2', and 'test 3'. A specific task, 'mixing 3:10', is highlighted with a yellow border. On the right, the 'Edit result / 3:10' dialog box is open. It features a 'Status' section with radio buttons for 'Scheduled', 'Released', 'Frozen', 'Started', and 'Completed'. The 'Completed' option is selected. Other fields include 'Reported start time', 'Reported end time', 'Reported quantity' (set to 0/25), and 'Reported progress rate' (set to 0%/100%). There are also fields for 'Result obtained time' and buttons for 'Cancel' and 'OK'.

If the operation bar with the results entered has a shaded line, the results have been entered.

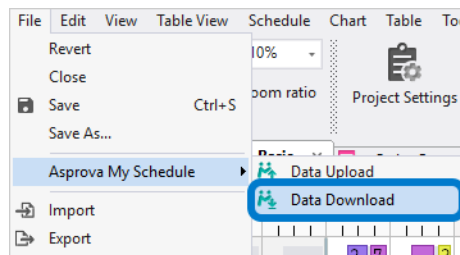


The shaded line on the bar where results are entered

Step 5.3_02: Download the results!

Let's download the results entered in My Schedule in Asprova.

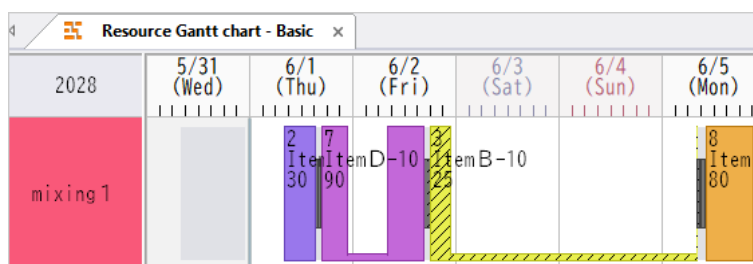
Select [Asprova My Schedule] from [File] in the menu bar of Asprova, Please execute "Download Data".



Note: Downloads are available with the Free and Standard plans. They are not available under the Viewer plan.

[Q 06: Asprova My Schedule operation items are not displayed...▼](#)

When an actual result is downloaded, Asprova's resource Gantt chart also shows a shaded line in the target work bar to indicate that the result has been entered.



Asprova reflects the results

6. Share your scheduling data with My schedule!

Share your prepared project with other users.

To share scheduling data with other users, add users and invite them to your project.

Follow the steps below to add and invite users.

6.1 Let's create new users!

Step 6.1_01: Let's add a user!

Log in to My Schedule from a web browser with an admin account and add users.

Click the [User Management] button to switch to the User Management screen.

The account that appears in the list as "admin (server administrator)" is your account.

Let's add a user by pressing the [+Create a user] button.

Here we create "test_user_001" as an example. Set the password accordingly.

The image shows two sequential screenshots of the 'Create a user' form. The first screenshot displays the user type selection options: 'Normal user' (selected) and 'Active Directory user'. The second screenshot shows the input fields for 'Username', 'Display name', 'Password', and 'ServerAdmin', with a 'Create' button at the bottom.

**Refer to [this](#) section for Active Directory users*

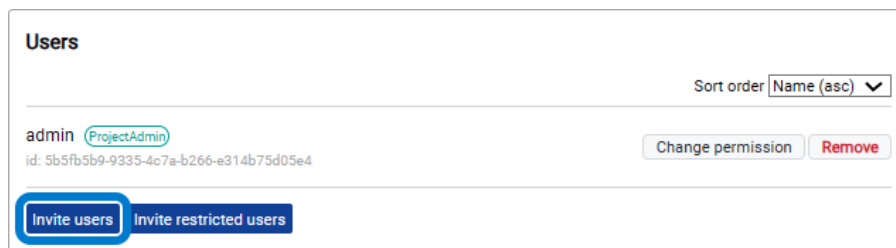
Step 6.1_02: Invite users!

Invite the added users to the project you have created.

Select the project from the list to which you want to invite users.

Users can be invited in the [User Settings of the Project], which is displayed by pressing the "Advanced Settings of the Project" button.

-Invite users



Users

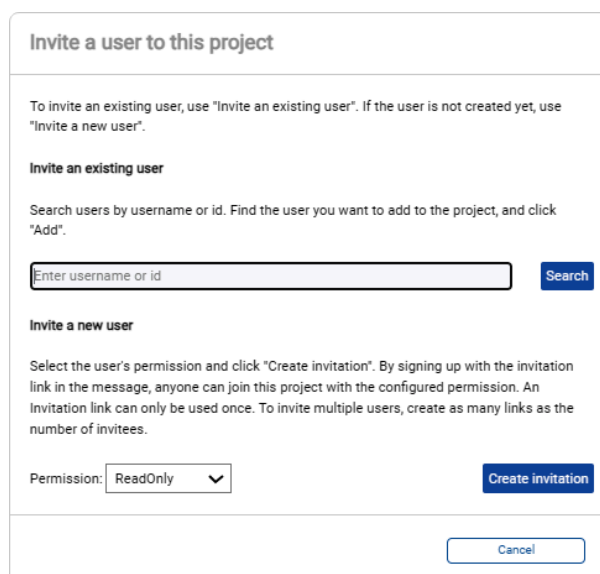
Sort order: Name (asc) ▼

admin	ProjectAdmin	5b5fb5b9-9335-4c7a-b266-e314b75d05e4	Change permission	Remove
-------	--------------	--------------------------------------	-------------------	--------

Invite users Invite restricted users

There are two ways to invite users.

- Invite existing users
You can search for added users on the User Management screen to set permissions and invite them.
- Invite new users
Users who have not yet registered can be invited directly.



Invite a user to this project

To invite an existing user, use "Invite an existing user". If the user is not created yet, use "Invite a new user".

Invite an existing user

Search users by username or id. Find the user you want to add to the project, and click "Add".

Enter username or id

Invite a new user

Select the user's permission and click "Create invitation". By signing up with the invitation link in the message, anyone can join this project with the configured permission. An invitation link can only be used once. To invite multiple users, create as many links as the number of invitees.

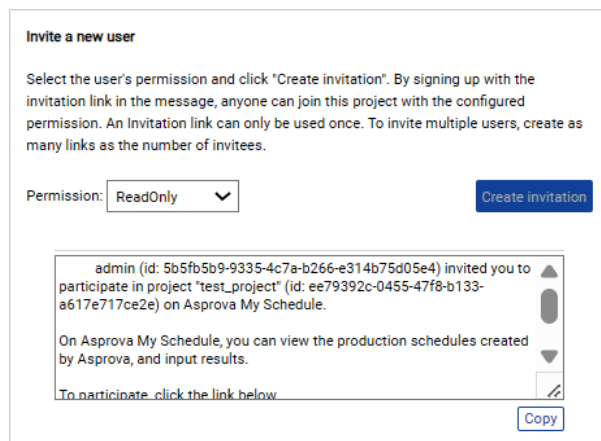
Permission:

Let's invite the user "test_user_001" who was just registered on the user management screen.

Enter letters such as [test] and click the [Search] button, and candidates will appear in the list.

Select the users to be invited from the list, set the permissions, and click the "Add" button to invite them to the project.

Let's also look at how to invite new users. Select the permissions and press the [Create Invitation] button.



Copy the message and send it to the user you want to share it with by e-mail or other means.

Invited users can register themselves when they access My Schedule via the link provided in the message.

Users can be invited, and permissions can be set for each project.

When uploading multiple projects, please invite users for each project.

If the Invite Users window displays the following message, the uploaded project is inaccessible to other users.

Set up a dedicated server for My Schedule, then follow the instructions in Chapter "3, Install My Schedule on a Dedicated Server," to complete the configuration.

If you are accessing with a loop-back address such as localhost, the created invitation link cannot be used on other computers.

-Invite restricted users



Restricted users are users who are granted access only to specific data and screens within the project they are invited to.

To use this feature, you must upload the data for the split view to the project.

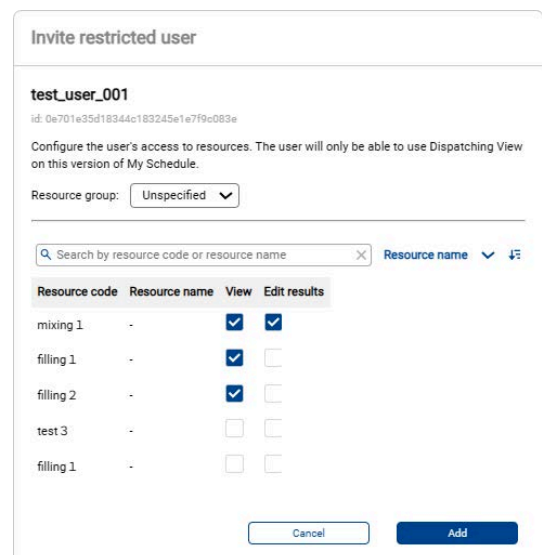
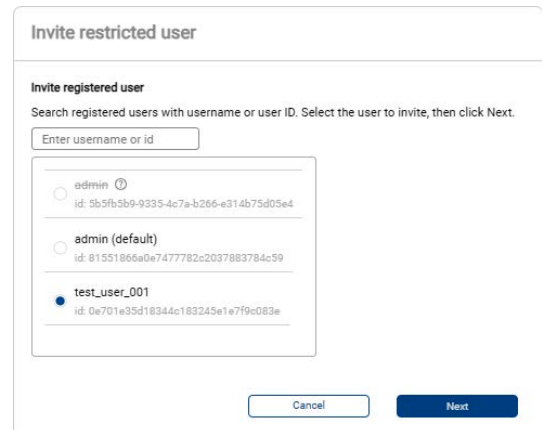
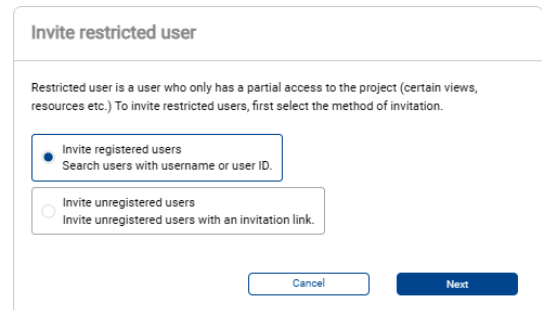
Restricted users can be invited from both registered users and new users.

Here, we'll look at how to [invite registered users].

Select [Invite registered Users] and click the [Next] button to display a list of registered users.

Select the users you wish to invite from the list and click the [Next] button.

You can set whether viewing and editing achievements is allowed for each resource.

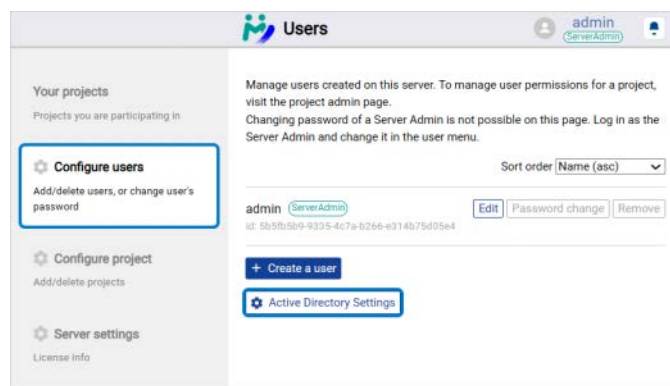


6.2 Set up user authentication using Active Directory!

Asprova My Schedule supports Active Directory integration for user management and login authentication.

Step 6.2_01: Set up the Active Directory connection settings!

Log in to My Schedule via a web browser using an admin account. Click the [Configure Users] button, then click the [Active Directory Settings] button found at the bottom of the User Management screen.



When the [Active Directory Settings] dialog opens, input the Active Directory URL, Base DN, Username, and Password.

Active Directory Settings

Set up Active Directory connection that is necessary to create users who authenticate using credentials on Active Directory.

Active Directory URL ⓘ

Base DN ⓘ

Username ⓘ

Password ⓘ

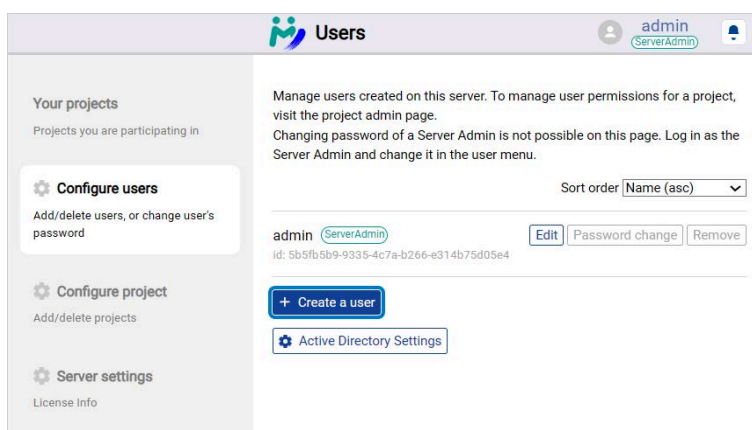
Username and Password are required fields.

The user information entered here is used to verify the existence of Active Directory users during the next registration step.

For the Username and Password, please enter the credentials of an Active Directory user that exists under the Base DN. Click the [Save] button to complete the configuration.

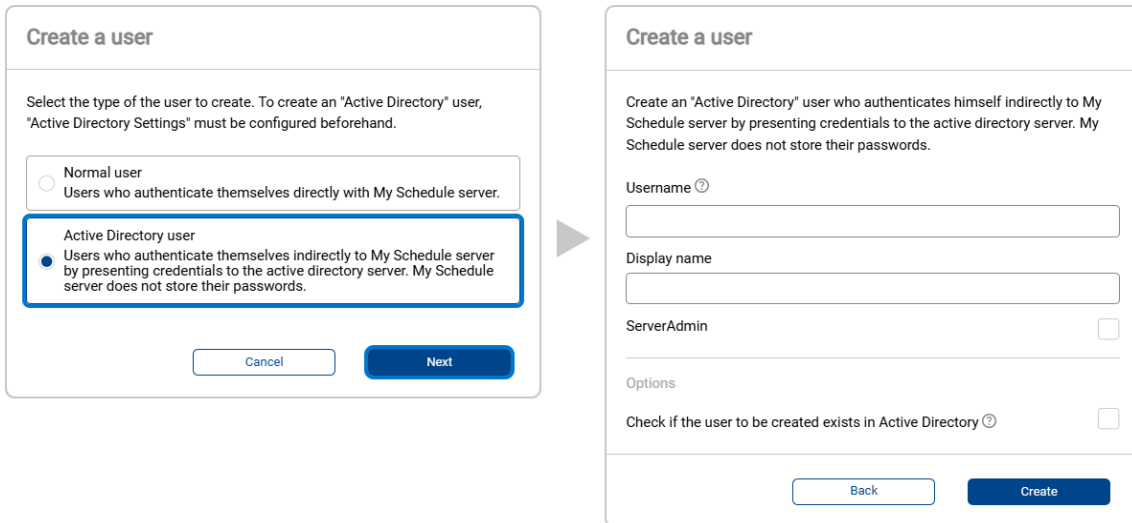
Step 6.2_02: Register Active Directory users to My Schedule!

Click the [+ Create a user] button on the User Management screen to open the dialog for creating a new user.



Once the Active Directory connection is configured, the [○ Active Directory User] button will become available for selection.

Enter the username of the Active Directory user and click the [Create] button.

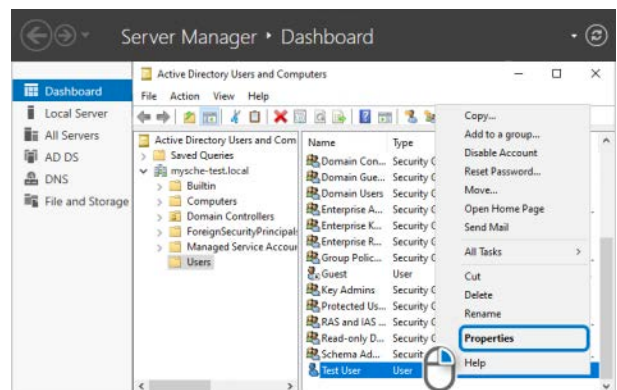


The username must exactly match the UserPrincipalName registered in Active Directory. However, when the created user logs in, they may also use their sAMAccountName.

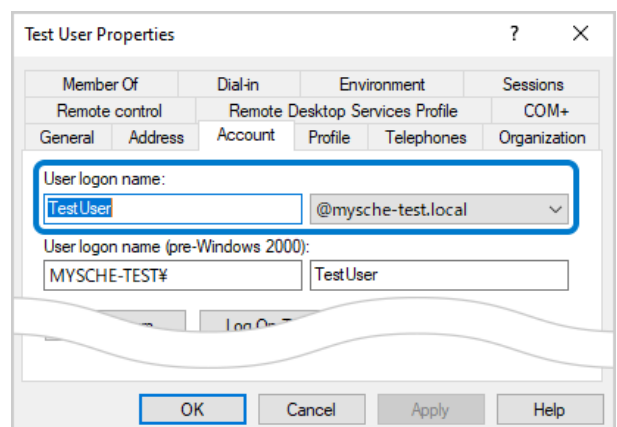
When 'Check if user exists in Active Directory' is turned ON, an error message will be displayed and the creation will fail if the user does not exist at the time of registration. If turned OFF, this validation check is skipped.

- How to verify usernames registered in Active Directory:

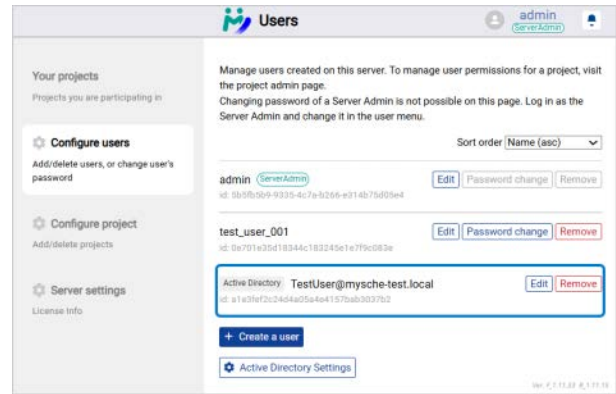
Open 'Active Directory Users and Computers' from Server Manager, right-click the relevant user, and select [Properties].



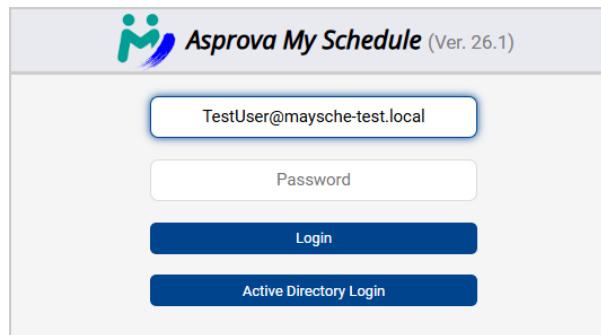
The combination of the displayed 'User logon name' and the domain name is the username to be entered during setup.



Once created successfully, the username will appear in the user list with an 'Active Directory' label.



On the web application's login page, enter the Active Directory username of the account you created and the corresponding Active Directory password, then click [Active Directory Login] to log in.



**If the Active Directory connection settings have not been completed, the [Active Directory Login] button will not be displayed.*

7. Update your My Schedule to the latest version!

The Asprova My Schedule module is updated once or twice a month and the updates can be found at [New Features page](#).

In order to take advantage of the newly added features and receive bug fixes, the My Schedule module must be updated to the latest version.

Updating the Asprova My Schedule module does not lose the project settings and user settings stored on the server.

Find out how to update your information below.

Step 7_01 Update My Schedule module

To update the My Schedule module, use the [Check for Updates] button in the Control Panel.

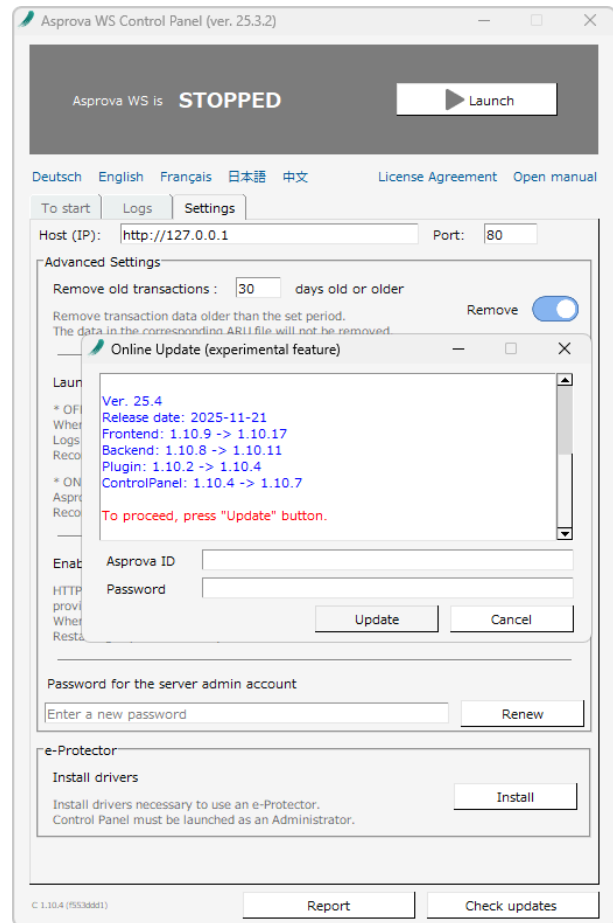
An internet connection is required to perform online updates.

If My Schedule is running, it must be closed once.

Press the [Check for Updates] button at the bottom of the control panel to display the update dialog.

Press [Get Version Information] in the dialog to get the latest version information.

If a newer version is found, enter your AsprovaID and password, and press the [Update] button to automatically update.



Step 7_02 Update the plugin

After updating the My Schedule module, the next step is to update the My Schedule plug-in (AsMySchedule.dll) that Asprova is loading.

If Asprova is running, it must be closed once.

Navigate to:

C:\ProgramData\Asprova\Asprova My Schedule\release\Plugin\64Bit

This folder contains the 64-bit plugin file needed for Asprova.

Note: that the number of bits in the plug-in must be aligned with the number of bits in Asprova.

Inside the “64Bit” folder, find the file named : AsMySchedule.dll
Right-click it and select “Copy.”

Open the following folder:

C:\Program Files\Asprova Corporation\Asprova

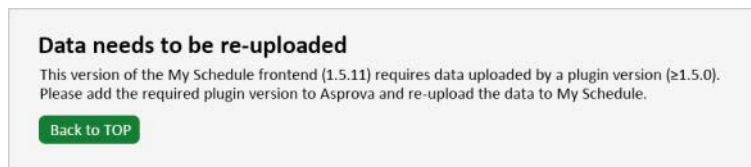
Right-click inside the folder and select “Paste.”

If asked to overwrite, select “Replace the file in the destination.”

Step 7_03 Re-upload data

Updates may require re-uploading data from Asprova.

If you need to re-upload your data, you will see the following on My Schedule.



If you get the above message, please re-upload with a newer version of the plug-in.

[Q 12: The old version is displayed in the web browser even after updating...▼](#)

8. Manually updating the My Schedule Module (Troubleshooting Guide)

This guide is intended for users who are using a very old version of My Schedule, or who are having trouble using the automatic updater in the control panel.

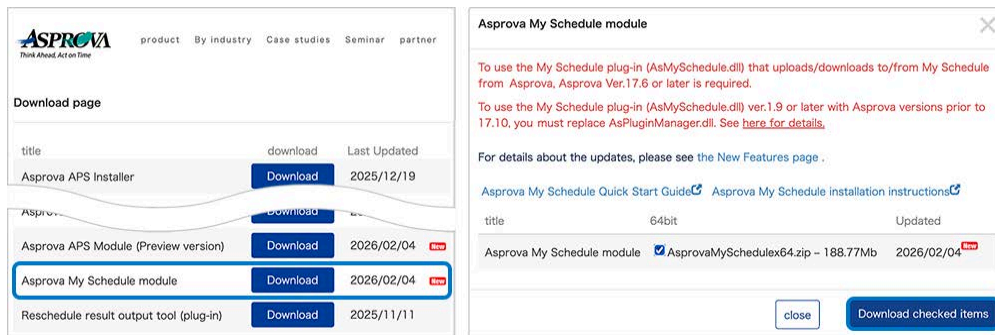
If you encounter errors or the update does not complete automatically, please follow the steps below to manually update the My Schedule module.

Step 8_01 Download the My Schedule module!

Download the Asprova My Schedule module from the [official download page](#).

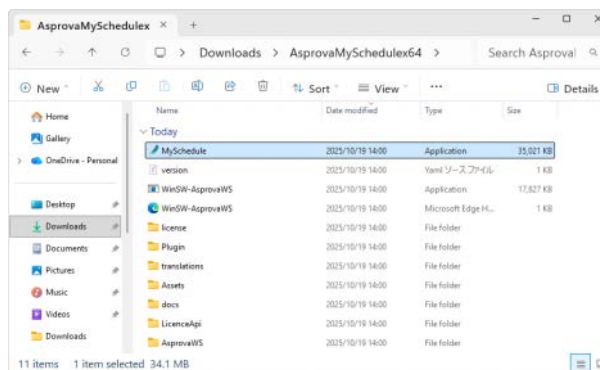
Log in with your Asprova member account if required.

Find “My Schedule モジュール (My Schedule module)” in the list and download the latest version. (Refer to : [Step 3.1 01](#))



A ZIP file will be downloaded, so please extract (or unzip) it.

You will see several folders and files inside — these will replace your old version.



Step 8_02 Delete the existing Asprova WS version folder

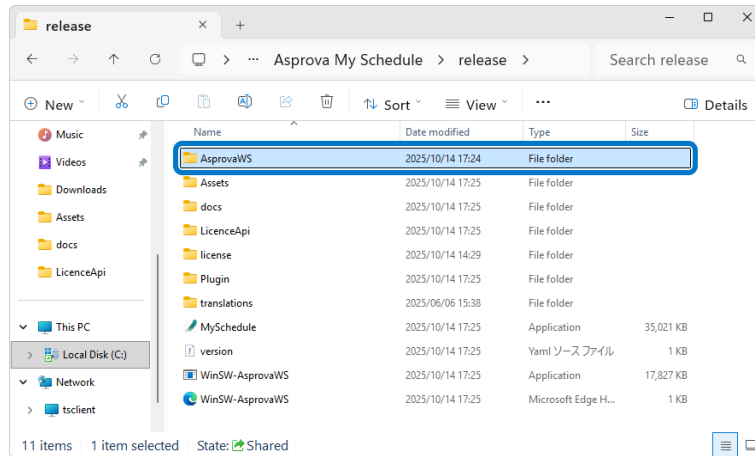
Open File Explorer on your PC.

In the address bar, copy and paste the following path, then press Enter:
C:\ProgramData\Asprova\Asprova My Schedule\release

The “release” folder will open. This folder contains the currently installed version of My Schedule.

Inside the “release” folder, locate the “Asprova WS” folder
Right-click that folder and select “Delete.”

This step removes the old My Schedule files before placing the new version.



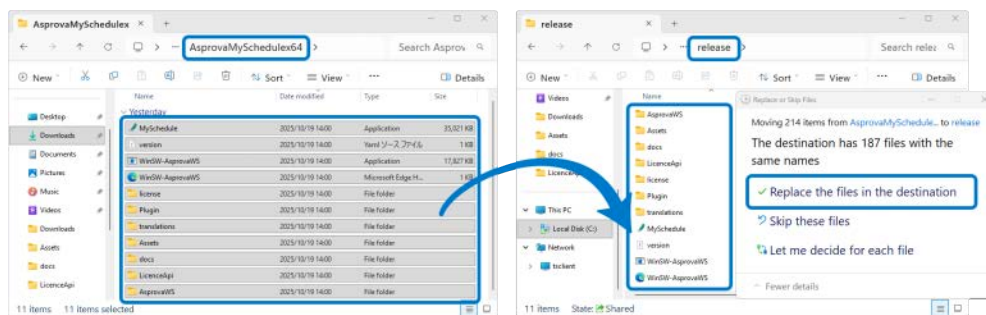
Step 8_03 Copy the new files into the release folder

Select all files and folders from inside the opened Zip archive.

Go back to the following folder:

C:\ProgramData\Asprova\Asprova My Schedule\release

Paste (Ctrl + V) and choose “Replace the files in the destination” when prompted.



9. Q & A

Q_01: I would like to know the recommended operating environment.

A_01:

Hardware	Operating environment
PC data server dedicated to data sharing	64-bit version of Windows with valid support <ul style="list-style-type: none">• Windows 10 22R2• Windows 11• Windows Server 2016 or later Required specs <ul style="list-style-type: none">• CPU: 2 cores or more (does not work with ARM)• Memory: 4GB or more• HDD: 300MB or more
Terminal to view the schedule (PC/tablet, etc.)	The latest version of Chrome is recommended, but other web browsers can be used to view the site with little or no problems.

Q_02: The My Schedule login screen does not appear in my web browser

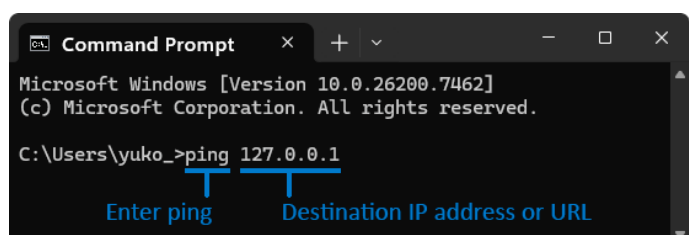
A_02:

If the port number you set is in use by another application, you will not be able to connect.

Please change the port number to a number other than 80, such as 5001, and stop and start My schedule again, then change the port number entered into the web browser and access it again.

If you still cannot connect, please check the following

1. Make sure the WS control panel is open and that My Schedule itself is running.
2. Please check if you are connected to the same address as the Host (IP): Port number in the [Settings] tab of the WS control panel.
3. To find out why you cannot connect, start a command prompt, type "ping" and the



```
Command Prompt
Microsoft Windows [Version 10.0.26200.7462]
(c) Microsoft Corporation. All rights reserved.

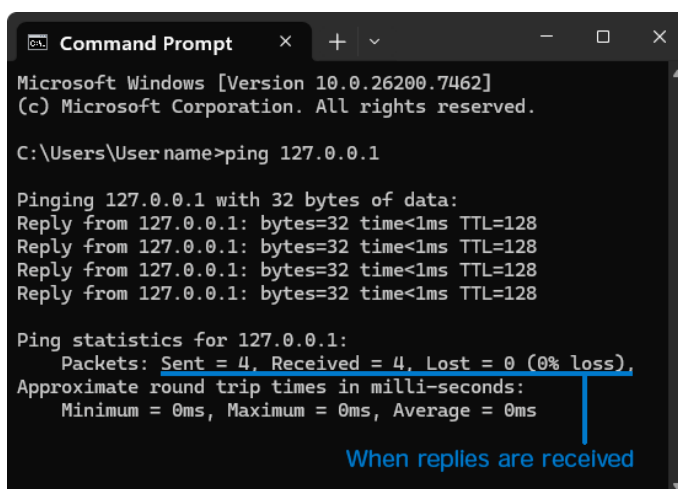
C:\Users\yuko_>ping 127.0.0.1
```

Enter ping Destination IP address or URL

IP address or URL of the connection destination, and press the Enter key.

(If there is a response)

Network connection is established to the server. Please check again that the username and password you entered are correct. It is also possible that the firewall is blocking only the port number that you have set, although the ping passes. Please try changing the port number and see if you can connect.



```
Microsoft Windows [Version 10.0.26200.7462]
(c) Microsoft Corporation. All rights reserved.

C:\Users\User name>ping 127.0.0.1

Pinging 127.0.0.1 with 32 bytes of data:
Reply from 127.0.0.1: bytes=32 time<1ms TTL=128
Reply from 127.0.0.1: bytes=32 time<1ms TTL=128
Reply from 127.0.0.1: bytes=32 time<1ms TTL=128
Reply from 127.0.0.1: bytes=32 time<1ms TTL=128

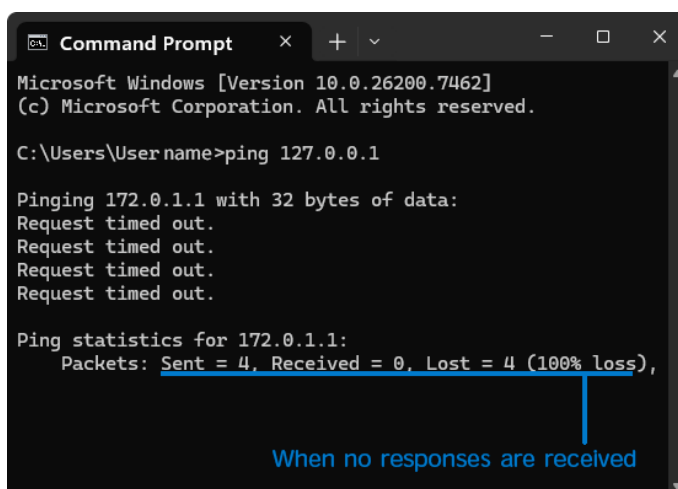
Ping statistics for 127.0.0.1:
    Packets: Sent = 4, Received = 4, Lost = 0 (0% loss),
    Approximate round trip times in milli-seconds:
        Minimum = 0ms, Maximum = 0ms, Average = 0ms
```

When replies are received

(If there is no response)

The server cannot be accessed, please check your network and firewall settings.

Also, open the Plug-in Information window by clicking [Help]>[Plug-in Information] on the menu bar of Asprova, and if "AsMySchedule.dll" is not listed in the module name list, check that the plug-in file (AsMySchedule.dll) is in the same directory as Asprova itself.



```
Microsoft Windows [Version 10.0.26200.7462]
(c) Microsoft Corporation. All rights reserved.

C:\Users\User name>ping 172.0.1.1

Pinging 172.0.1.1 with 32 bytes of data:
Request timed out.
Request timed out.
Request timed out.
Request timed out.

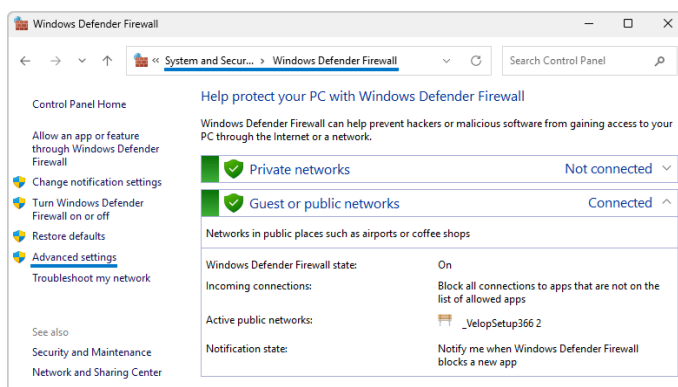
Ping statistics for 172.0.1.1:
    Packets: Sent = 4, Received = 0, Lost = 4 (100% loss),
```

When no responses are received

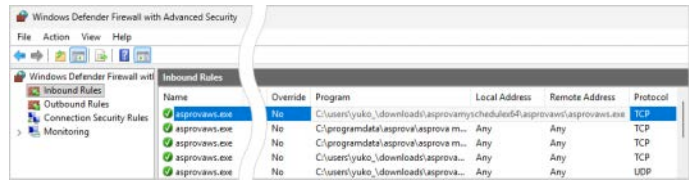
4. Make sure the port number is not in conflict with another application and free the port in your firewall configuration.

Below is a description of the setup procedure for a Windows PC.

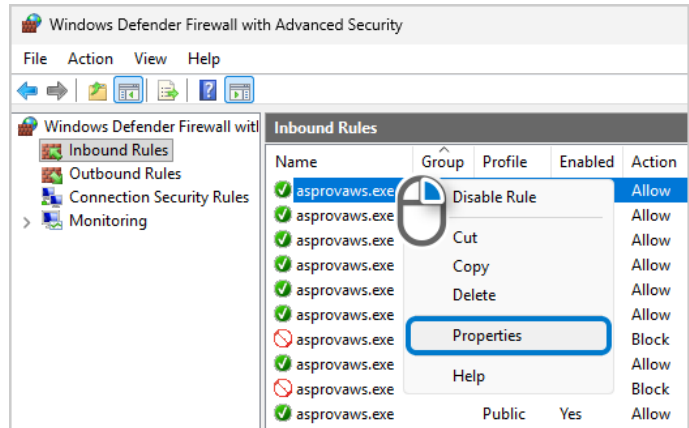
Open [Control Panel] > [System and Security] > Open [Windows Defender Firewall], then choose [Advanced settings].



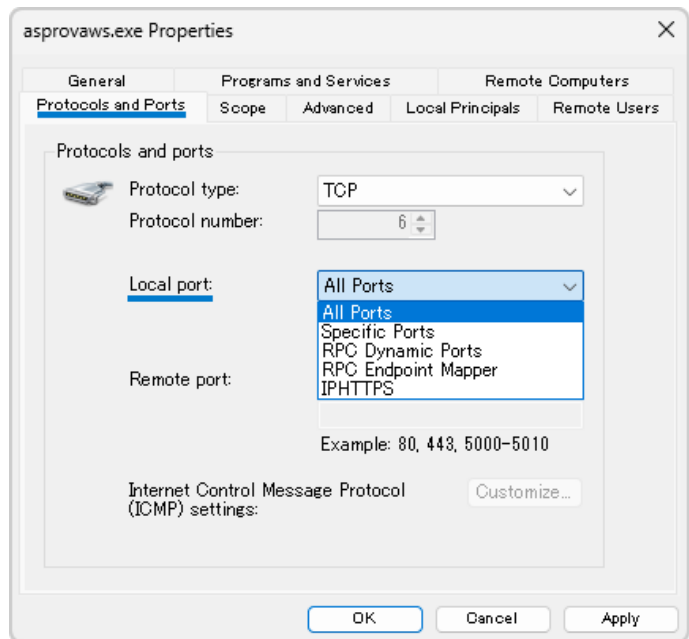
The Advanced Firewall Settings screen will open, and from the "Programs" section, locate "AsprovaWS.exe".



Right-click on the "AsprovaWS.exe" line and select [Properties] from the menu that appears.



In the Properties window, open the [Protocol and Ports] tab. Under [Local port], either select [All Ports] or choose [Specific Ports] and enter the port number.



Please configure the settings as shown above and release the Asprova My Schedule port.

Q_03: I cannot log in to My Schedule from a web browser.

A_03:

1. Please make sure you have the correct username and password.
2. If you have changed your password from the initial password, please enter the new password.
3. If you do not know the password for the admin account, enter a new password in the "Password for admin account" field under the [Settings] tab in the WS control panel and press the [Update] button.

Q_04: I want to move my e-protector to another machine

A_04:

If you're replacing your PC or otherwise switching to a different computer, complete the following steps in order:

- 1 Activate (formally authorize) the new PC you will use.
- 2 Cancel the authorization on the PC you are currently using.
- 3 Extend the usage period for the new PC.

- 1 Activate (formally authorize) the new PC you will use

Refer to "[Step 3.2 02](#)" to install the e-protector driver.

Refer to "[Step 3.3 01](#)" to export the fingerprint file and send it to Asprova through your distributor.

Refer to "[Step 3.3 02](#)" to read the certification file.

When the certification file is loaded, a file named "ascleatelogXXX.c2v" (where XXX is the serial number string) will be downloaded, so please send this file to Asprova through your distributor.

- 2 Cancel the authorization on the PC you are currently using

1. Access My Schedule in a web browser with an admin account to view On the "Server Settings" screen, click the [Manage License Information] button.
2. The "Manage License Activation" window will appear, and press the [Get e-Protector Creation Log File] button.
3. A file named "ascreatelogXXX.c2v" will be downloaded. Please send this file to Asprova through your distributor.

Based on the information received, Asprova will create a cancellation file.

It takes several days for the cancellation file to be sent.

Manage license authentication

Current authentication method: **e-Protector**

Update e-Protector (Renew validity period, add projects, etc.)
Update the e-Protector with magicnumber received from your distributor.

Move e-Protector
Cancel the e-Protector installed on this server. Cancellation is also needed to move the e-Protector to another server. Several files need to be exchanged with Asprova Corporation.

4. After receiving the cancellation file, press the "Apply Cancellation File" button in the "Manage License Activation" window to load the cancellation file named "ascancelXXX.c2v".
5. When the cancellation file is loaded, a file named "ascancellogXXX.c2v" will be downloaded. Please send this file to Asprova through your distributor.

Manage license authentication

Current authentication method: e-Protector

Update e-Protector (Renew validity period, add projects, etc.)
Update the e-Protector with magicnumber received from your distributor.

Move e-Protector
Cancel the e-Protector installed on this server. Cancellation is also needed to move the e-Protector to another server. Several files need to be exchanged with Asprova Corporation.

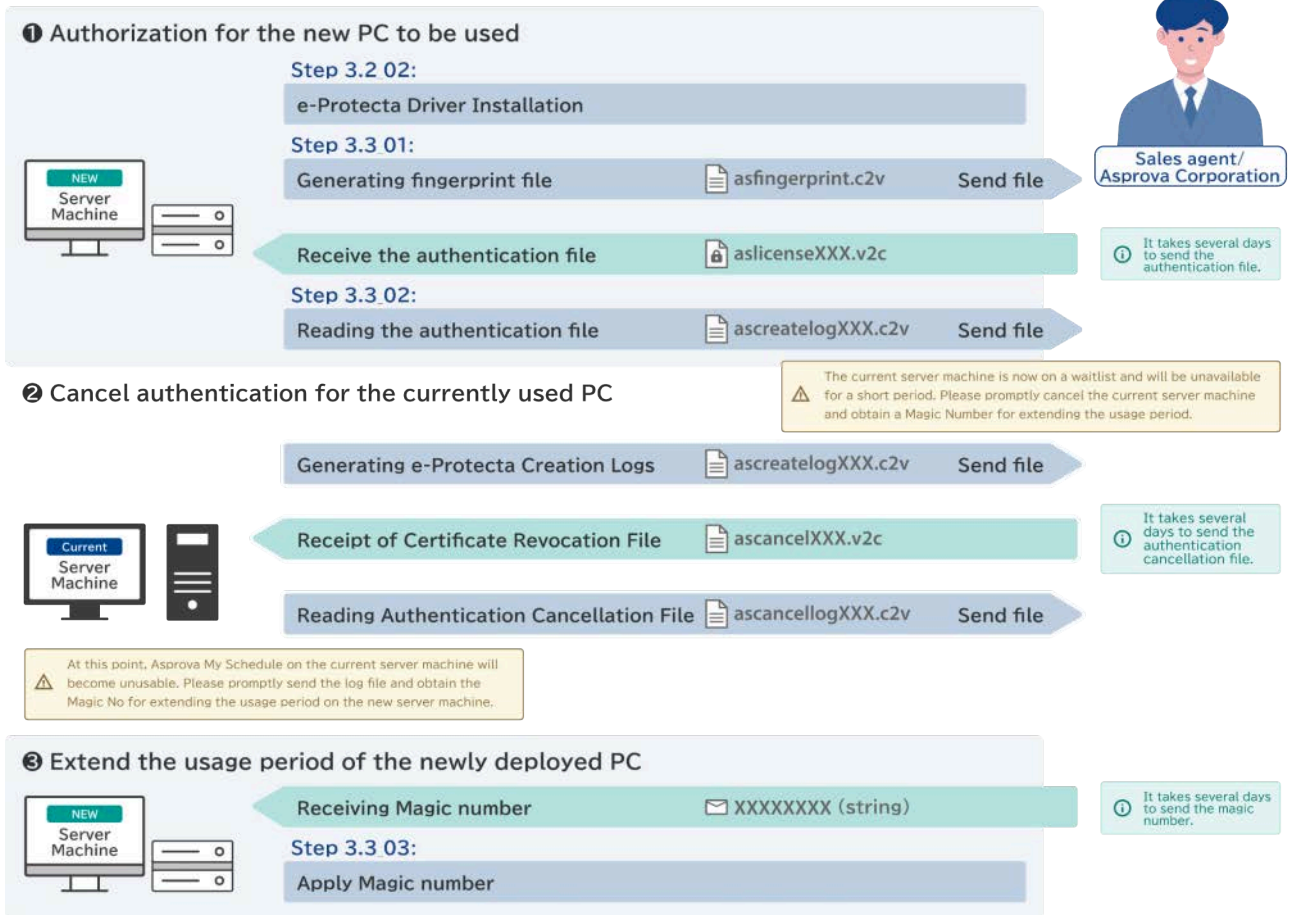
③ Extend the usage period for the new PC

A magic number will be issued to extend the period of use of the new PC. Please refer to "[Step 3.3 03](#)" to enter the magic number.

The procedure numbers in the figure below correspond to the numbers in this instruction manual, so please check the operating instructions.

Various files output during the formal authentication and authentication cancellation operations need to be exchanged between Asprova through the distributor.

The process takes several days, so please plan accordingly.



Q_05: I want to use e-protector with virtual machine technology

A_05:

Authentication is required for each virtual machine when using virtual machine technology.

The following virtual machine software and cloud services are supported. However, if you use a feature that changes the hardware information, it may be assumed that you have changed to a different machine, and the e-protector will no longer be recognized.

	VMWare		Microsoft		Xen Project 4.12	Amazon Web Service EC2	Google Cloud Platform Virtual Machines
	ESXi 4.x, 5.x, 6.x, 7.x	Workstation 15, 16	Hyper-V Server 2008, 2012, 2016, 2019, 2022	Azure Virtual Machines			

Use of e-Protector	○	○	○	○	○	○	○
If a virtual machine is modified using the following functions, the e-protector will not be recognized. (x: Combinations that cannot be used)							
Live migration	x	x	x		x		
Hot stand-by	x	x	x	x	x	x	x
Virtual machine reproduction (Clone)	x	x	x	x	x	x	x
Restore from Snapshot	x	x	x	x	x	x	x
Change the instance and volume combination				x		x	x

- Live migration: This refers to moving the entire OS and software running on one virtual machine to another physical computer without stopping. This is also the functionality of virtual machine monitors and other such devices.
- Hot standby: A method of improving reliability by making equipment and systems redundant. It refers to a method in which multiple systems are kept in operation at all times, and when an error occurs in one system, the other system immediately takes over processing. Similar methods include cold standby, which starts up from a standstill state and takes over processing.
- Virtual machine duplication (clone): refers to the ability to create a duplicate of a virtual machine at a specific point in time. In Amazon Web Services EC2, if you create an Amazon Machine Image (AMI) after e-protector authentication and then create a virtual machine on another instance, the e-protector will not be recognized and you will need to go through the authentication process again. The same applies to Azure.
- Restore from Snapshot: refers to a file-based snapshot of a virtual machine's state, disk data, and configuration at a specific point in time.
- Changing the combination of virtual machine instances and volumes: This means changing the combination of virtual machine instances and volumes in Amazon Web Services EC2, Azure, etc. It is possible to change the instance type of a virtual machine.

In some cases, applications related to the e-Protector may be mistakenly controlled by the DEP or anti-virus software, and the e-Protector may not be able to recognize them. In such a case, please exclude the following files from the control target in your DEP or anti-virus software and check the operation.
C:\Windows\System32\hasplms.exe

The following service is required to recognize the protector. If you cannot find this service in the service list of Sentinel LDK License Manager Windows, reinstall Asprova My Schedule.

Q_06: Operation items in Asprova My Schedule are not displayed

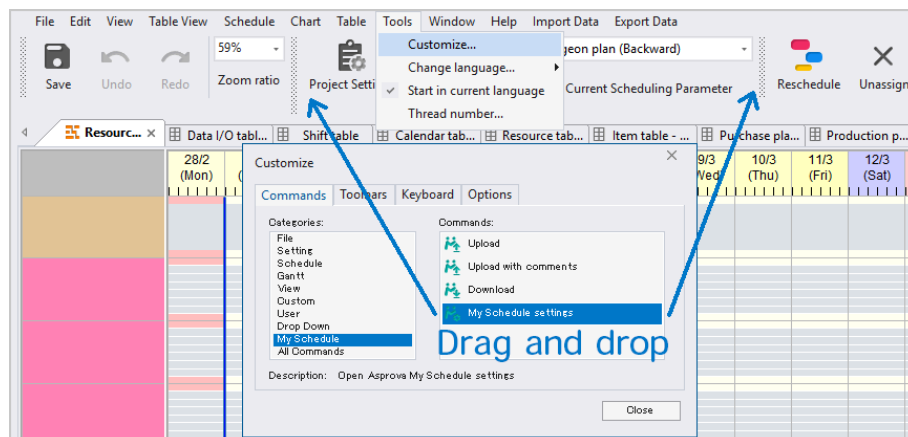
A_06:

If you are using the custom menu (the [Custom Menu] at the bottom of the [View] menu in the menu bar is checked), the My Schedule-related menus will be hidden.

In this case, either disable the custom menu or add My Schedule-related menus to your custom menu by following the steps below.

(Instructions for adding to the toolbar)

On the menu bar, click [Tools] > [Toolbars and Shortcut Keys] to open the "Customize" dialog box, and drag and drop the My Schedule-related menu items to the desired location.



Q_07: I cannot connect to the Asprova My Schedule linkage settings

A_07:

Please make sure that the host (IP) and port number you entered in the Settings tab of the WS control panel are the same for the My Schedule linkage settings.

Q_08: Why do I see a Free Plan even though I purchased a Standard (Viewer) Plan?

A_08:

Even if you're on the Standard or Viewer plan, you can still use the Free plan at the same time.

You can use this service by selecting either the Free Plan or the Standard Plan (viewer plan) for each project in the project settings of My Schedule, which is performed via a web browser.

If you have not set up license authentication, please follow the instructions in "[3.3 Set up a license for My Schedule!](#)".

If you are still unable to select a Standard or Viewer plan after setting up activation, please check the following

1. In the "Help" menu above Asprova, click "User Registration". From the list of optional features on the right side of the pop-up window, please make sure that Asprova My Schedule Linkage Option (Free Plan) and Asprova My Schedule Linkage Option (Standard Plan) are checked.
2. The option checkbox exists but is not checked. ⇒ Please check the box.
3. The checkbox for the option exists and is checked. ⇒ Check 2.
4. The checkbox for the option does not appear ⇒ You are most likely logged in with a different serial than the serial for which you purchased the My Schedule linkage option.
5. Log in to Asprova My Schedule as admin, check if the project is created with the Standard (Viewer) plan and change it if necessary.

Q_09: The screen icon I want to upload is grayed out and I cannot select it

A_09

Log in to Asprova My Schedule with the admin account and check to see if the screen icons used for the relevant project are checked.

*Uploading requires project administrator or server admin privileges, and

cannot be performed with an account that allows viewing and results input, or with view-only privileges. If you wish to change the same, please log in to Asprova My Schedule with the above privileges before setting.

If you want to import the results, etc., entered in the web browser into Asprova, execute [File]>[Asprova My Schedule ▶]>[Download Data] from the Asprova menu bar.

* Downloads are available for Free and Standard plans. It is not available for Viewer plans.

Q_10: Cannot view the plan due to a concurrent connections error

A_10:

The Free Plan has one simultaneous connection, so while you are viewing a plan in My Schedule on one terminal, you cannot view it on another terminal.

Please note that the number of simultaneous connections will be counted for each of you, even if you are viewing the plan with different web browsers on the same device.

In addition, the number of simultaneous connections will be occupied for 15 minutes after the plan viewing is finished.

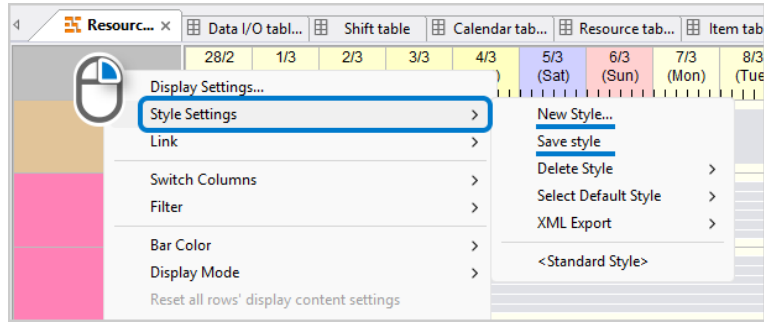
The count of concurrent connections is reset when you exit My Schedule via the control panel.

Q_11: The selected style is not displayed

A_11:

After preparing the display in Asprova's Gantt chart or table, please make sure to save the style.

To save a style, right-click in the upper left corner of a chart or table and select [Style Settings] > [New Style...] from the menu that appears. or "Save Style Overwrite..." from the menu that appears by right-clicking in the upper left corner of the chart or table.



Q_12: Even after updating, the web browser shows an old version

A_12:

With My Schedule displayed in your web browser, hold down the [Ctrl] key on your keyboard and press the [F5] key.

If you still see an older version using the above methods, reset the cache in your web browser.

Last update: 02/06/2026