Virto SharePoint Kanban Board Web Part for SharePoint 2013, 2016, and 2019

v. 5.3.3

Installation and User Guide

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System/Developer Requirements

SP version	Operation System	Server	Browser
2019	64-bit edition of Windows Server 2012 R2 Service Pack 1 AND 64-bit edition of Microsoft SQL Server 2014 Service Pack 1 (SP1)	SharePoint Server 2019, Microsoft .NET Framework 4.5.2	Microsoft Internet Explorer 10 or greater, Google Chrome, Firefox, Mozilla
2016	64-bit edition of Windows Server 2012 R2 Service Pack 1 AND 64-bit edition of Microsoft SQL Server 2014 Service Pack 1 (SP1)	SharePoint Server 2016, Microsoft .NET Framework 4.5.2	Microsoft Internet Explorer 10 or greater, Google Chrome, Firefox, Mozilla
2013	Windows Server 2012 Standard or Datacenter X64 / 2008 R2 SP1	SharePoint Release: Microsoft SharePoint Foundation 2013 or Microsoft SharePoint Server 2013; Microsoft .NET Framework 4.5	Internet Explorer 8 or greater is recommended for Advanced Administration features, Mozilla, Firefox, Google Chrome supported
2010	Windows Server 2008 x64 / 2008 R2	SharePoint Release: Microsoft SharePoint Foundation 2010 or Microsoft SharePoint Server 2010. Microsoft .NET Framework 3.5	Internet Explorer 7 or greater is recommended for Advanced Administration features, Mozilla Firefox supported

Virto Kanban Board Overview

SharePoint Kanban Board Web Part is an agile tool to visualize and manage tasks in SharePoint 2019, 2016, 2013, and 2010. Virto Kanban web part allows you to show any SharePoint list and multiple lists as a Kanban Board, where you can drag & drop and sort tasks between columns and swimlanes of a project. With this SharePoint task management web part, managers can quickly reveal bottlenecks and blockers. Less time is spent sorting out how projects are coming along, because everything is visible on the SharePoint Kanban board. It is a part of Virto ONE License. It is also available as Kanban Board App for Office 365. The web part supports SharePoint Server Subscription Edition.

Installation and License Activation

Expected Outage

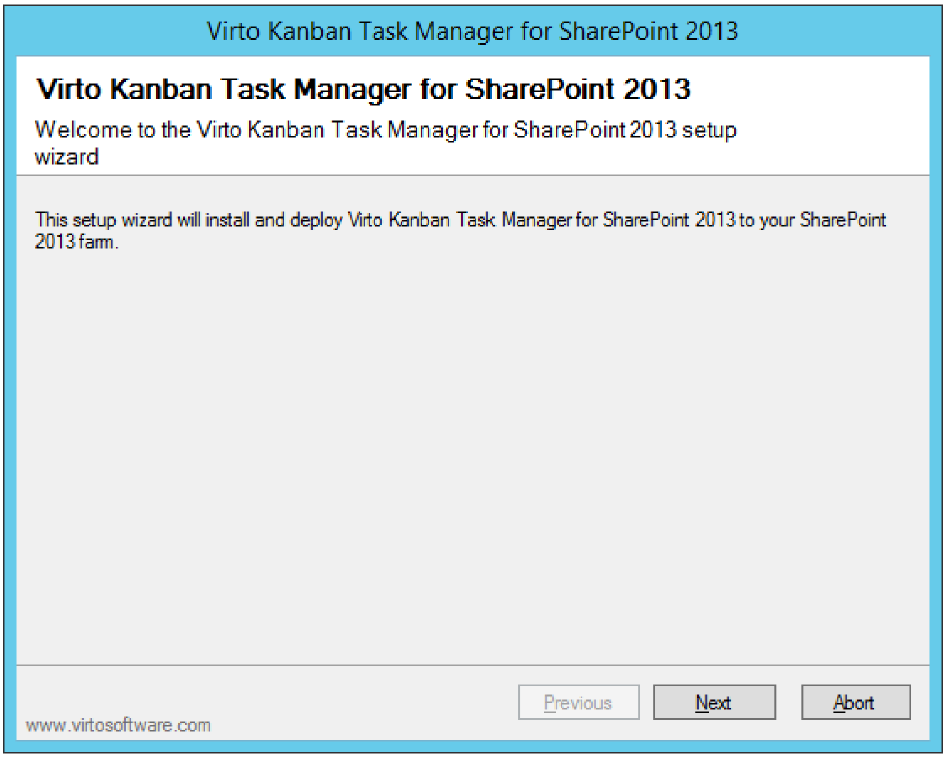
The expected outage time is from 2 minutes to several hours depending on your hardware and number of SharePoint sites. Though we recommend all Virto users to upgrade on a weekend.

Installing Virto Kanban Board Web Part

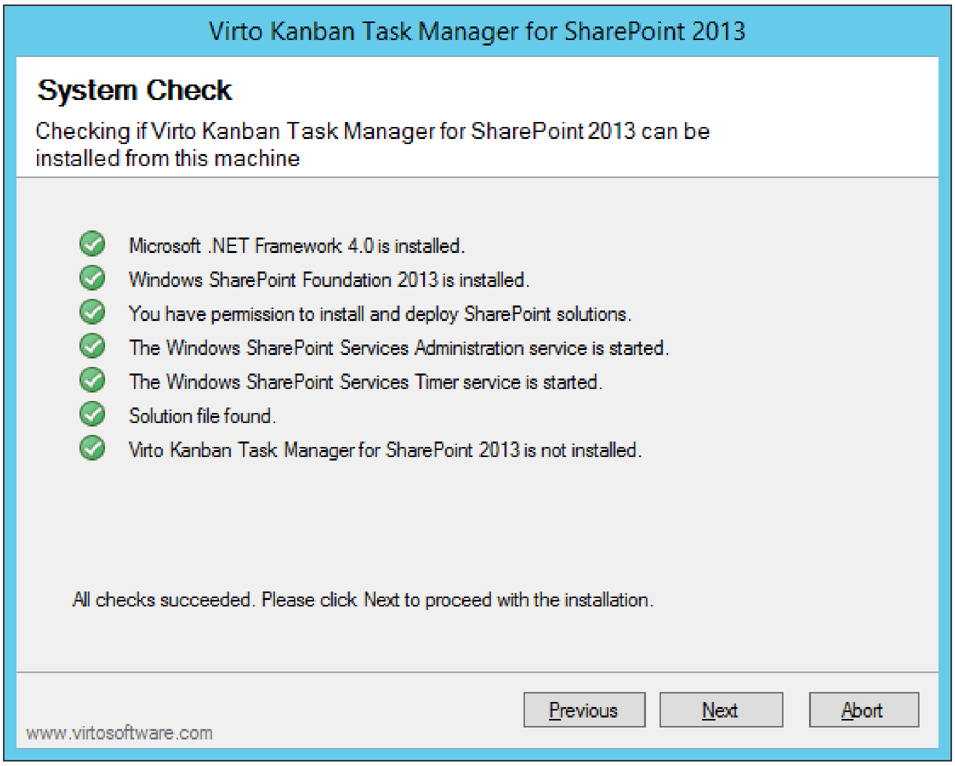
Before you begin, you need to make sure you have access to the server and your account must have the appropriate administrative privileges to install applications.

To access Virto Kanban Board Setup program download **Virto.SharePoint.20XX.KanbanTaskManager.zip** file and unzip it. Run extracted Setup.exe file. The install process for all the SharePoint versions looks very similar. If you're installing the VirtoOne, you need to follow almost the same steps.

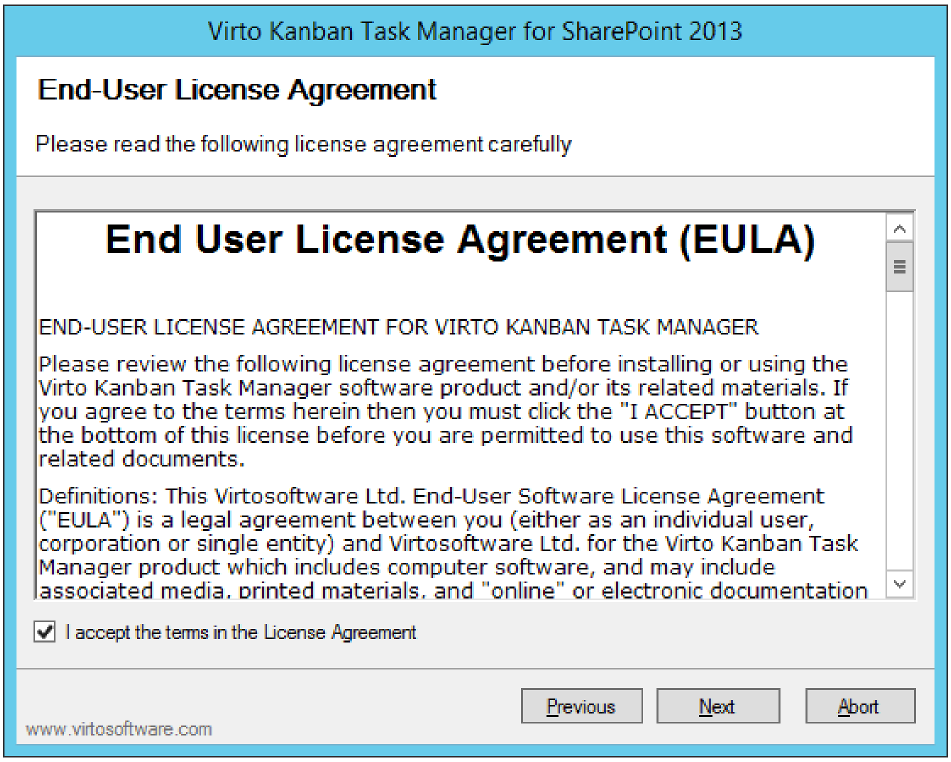
The setup wizard window will appear.

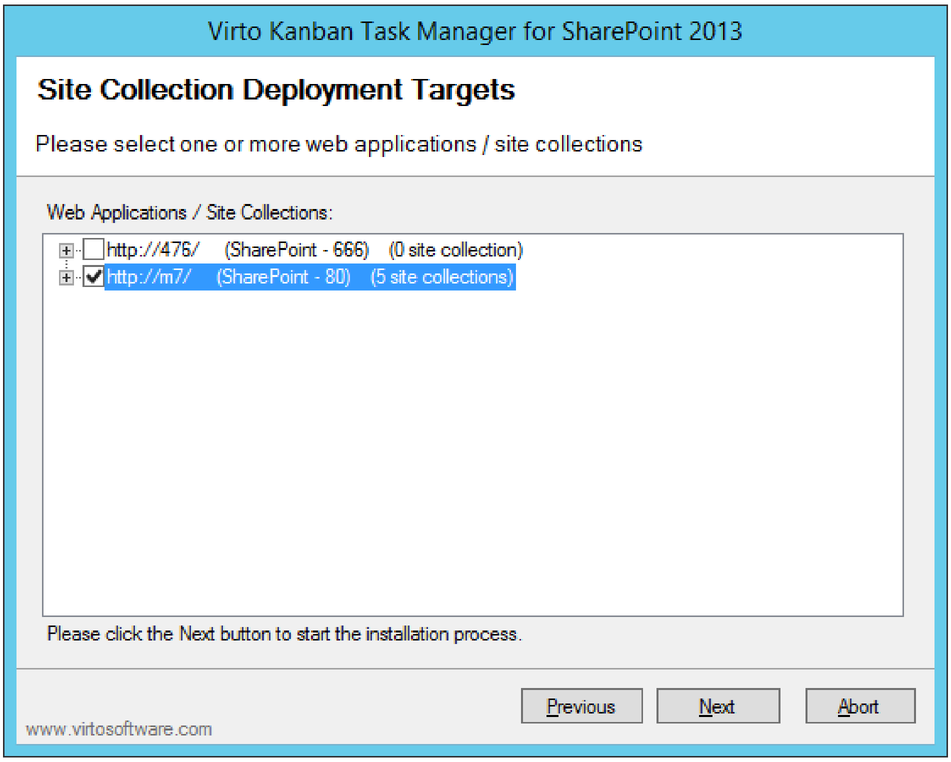


Virto Kanban Board Setup wizard performs a system check before to the installation. All the system checks must be completed successfully to proceed with the installation. After the checks have been completed, click "Next".

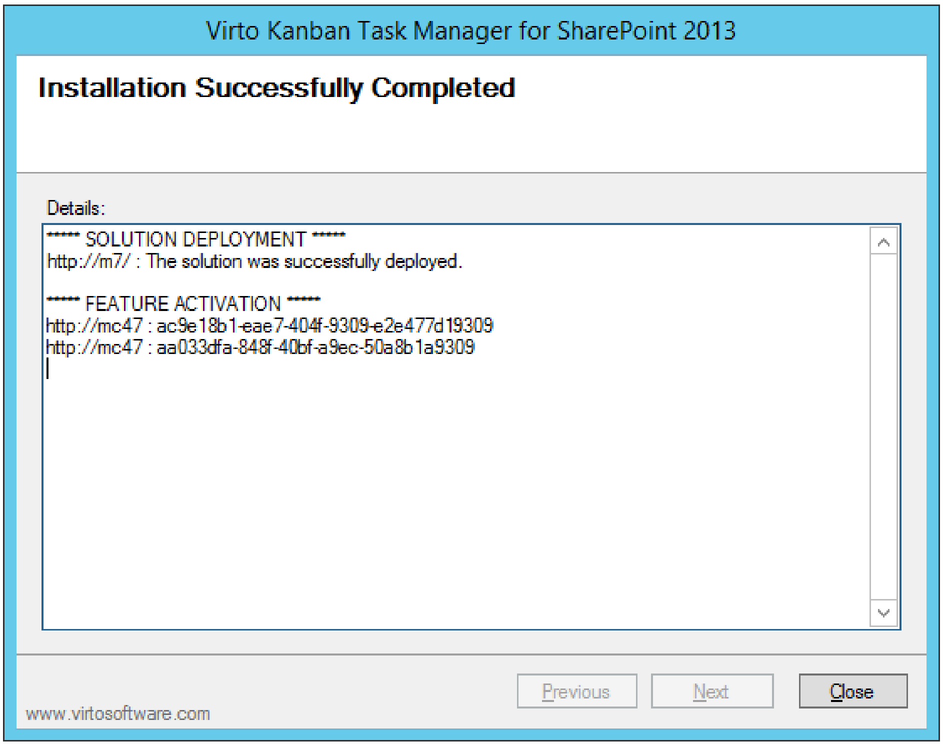


Check "I accept the terms in the License Agreement" and click "Next". Select the web application(s) where you want to install the product.





Then click “Next”.



Click "Close" to complete the installation.

SPFx Web Part Installation

Virto Kanban Board web part for SharePoint 2019 can be used as SPFx web part. To start using Virto Kanban Board web part on modern sites/pages of **SharePoint 2019** please do the steps as follows.

1) Create Tenant App Catalog in your SharePoint if necessary: https://docs.microsoft.com/en-us/sharepoint/administration/manage-the-app-catalog.

2) To install Virto Kanban Board web part run Setup.exe file under the farm administrator account (click the right mouse button on the .exe file and choose "Run as administrator").

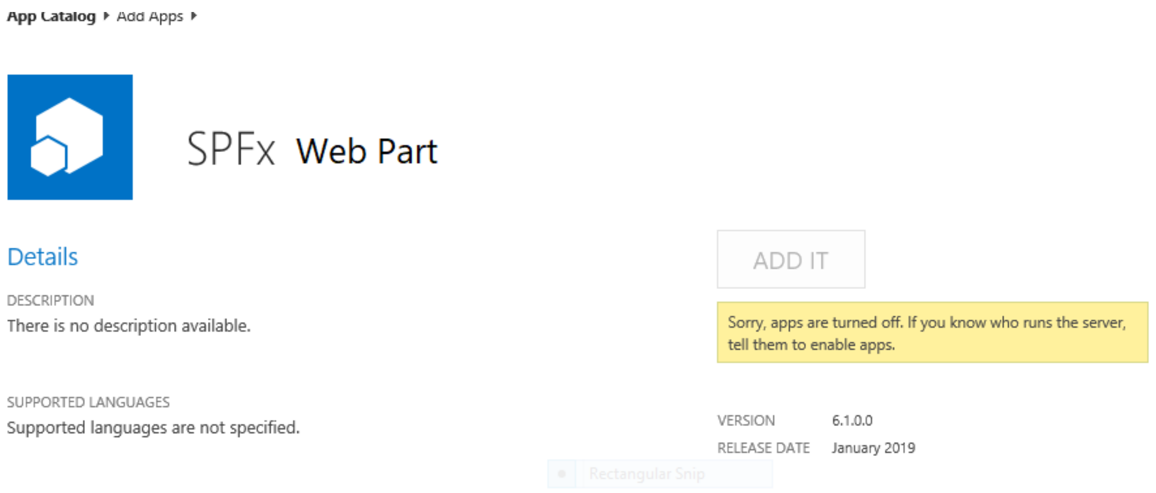
The "kanban-webpart-spfx.sppkg" file will be automatically uploaded to your Tenant App Catalog into "**Apps for SharePoint**". However, please verify your app catalog for existence of "kanban-webpart-spfx.sppkg" file.

Now you can add Virto Kanban Board on the modern pages/sites.

Warning*! Please do not use service administrative account to install and activate SPFx web part on your sites.*

Error "Sorry apps are turned off": What to Do

If you are trying to install the web part on SharePoint 2019 server and got below error while Adding it to your site:



Sorry, apps are turned off. If you know who runs the server, tell them to enable apps.

Possible Reasons and Solutions

Reason	Solution
Apps are not enabled in your farm	Make sure your have Apps enabled in your SharePoint 2019 farm.
Subscription service is not setup	The first and most probably problem would be the subscription service is not configured in your farm. Please configure it.
App management service is not associated with your web application	Make sure App Management Service Application is associated with your web application where you want to add the SPFx web part.
App Url is not configured	If you have not configured the App Urls. please ensure you have given values to App Domain and App Prefix in your App Store settings.

If after ensuring above solutions, you still have the same error, please register a ticket to let our technicians analyze the problem.

License Activation

Full instruction for successful activation of your component is placed in our blog.

Upgrading Virto Kanban Board

If you already use Virto Kanban Board and need to upgrade it to the latest version, download the.zip file from the VirtoSoftware official website.

On step 3 select the checkbox “Upgrade” and click “Next”.

Note: *if you had activated the license while installing the previous Virto Kanban Board version, you* *do not need to activate it now.*

Uninstalling Virto Kanban Board

To uninstall the component:

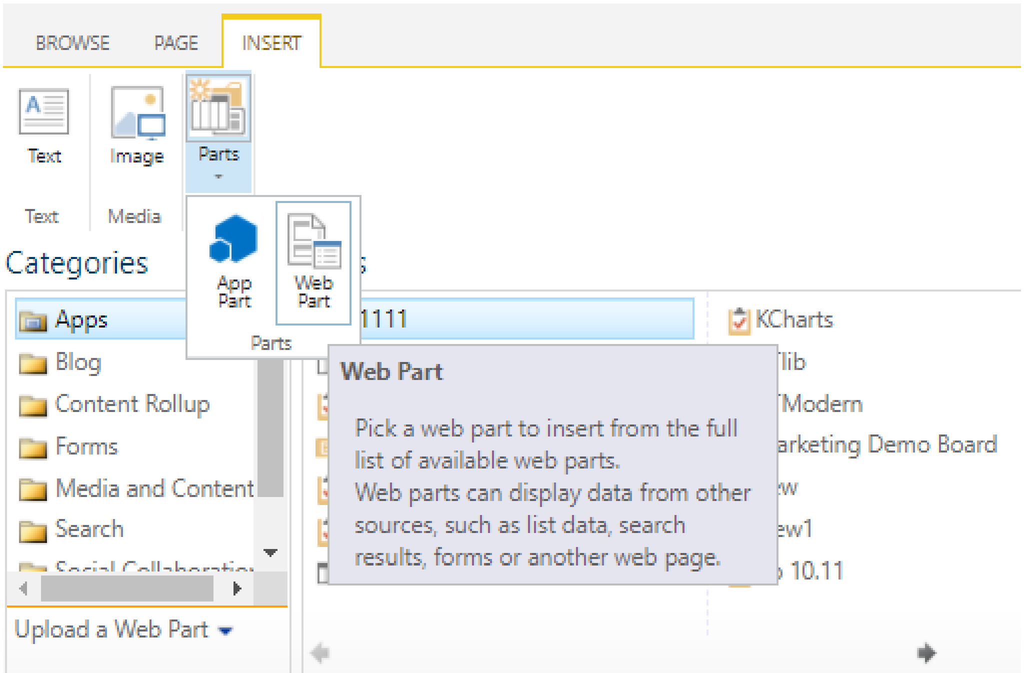
1. Doubleclick the Setup.exe extracted from downloaded **Virto.SharePoint.20XX.KanbanTaskManager.zip** file.
2. The program performs the system checks again. Once that has been successfully completed, the program prompts you to Repair or Remove the solution. Select "Remove" and click "Next".

Virto SharePoint Kanban Board Adjustment

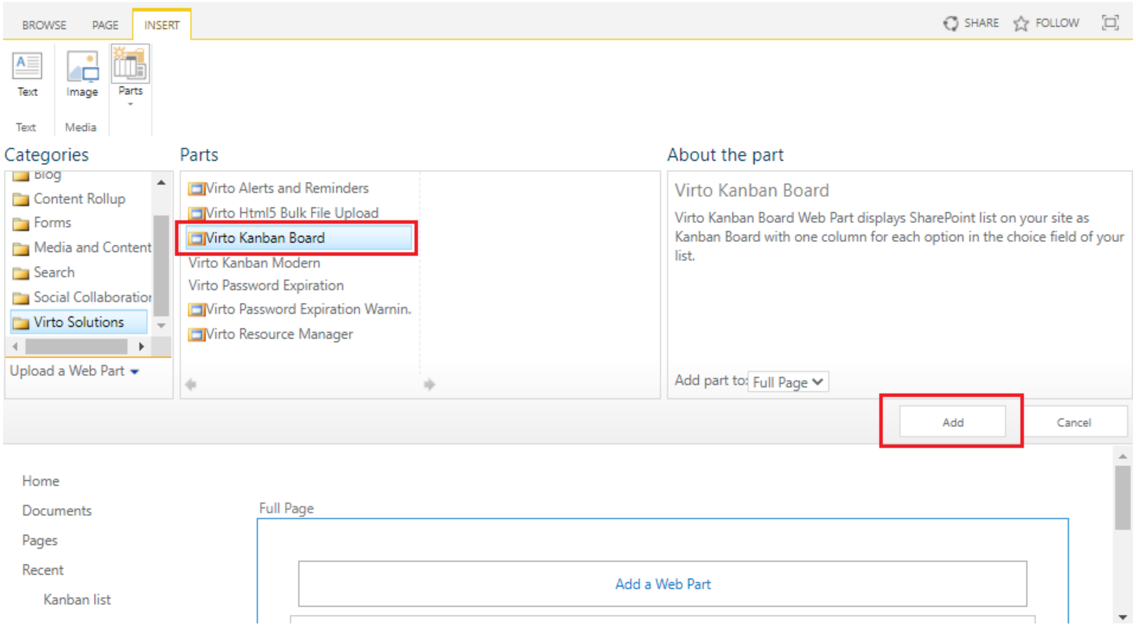
Add Web Part

When Virto Kanban Board web part is installed, you can add it on a page of your site collection.

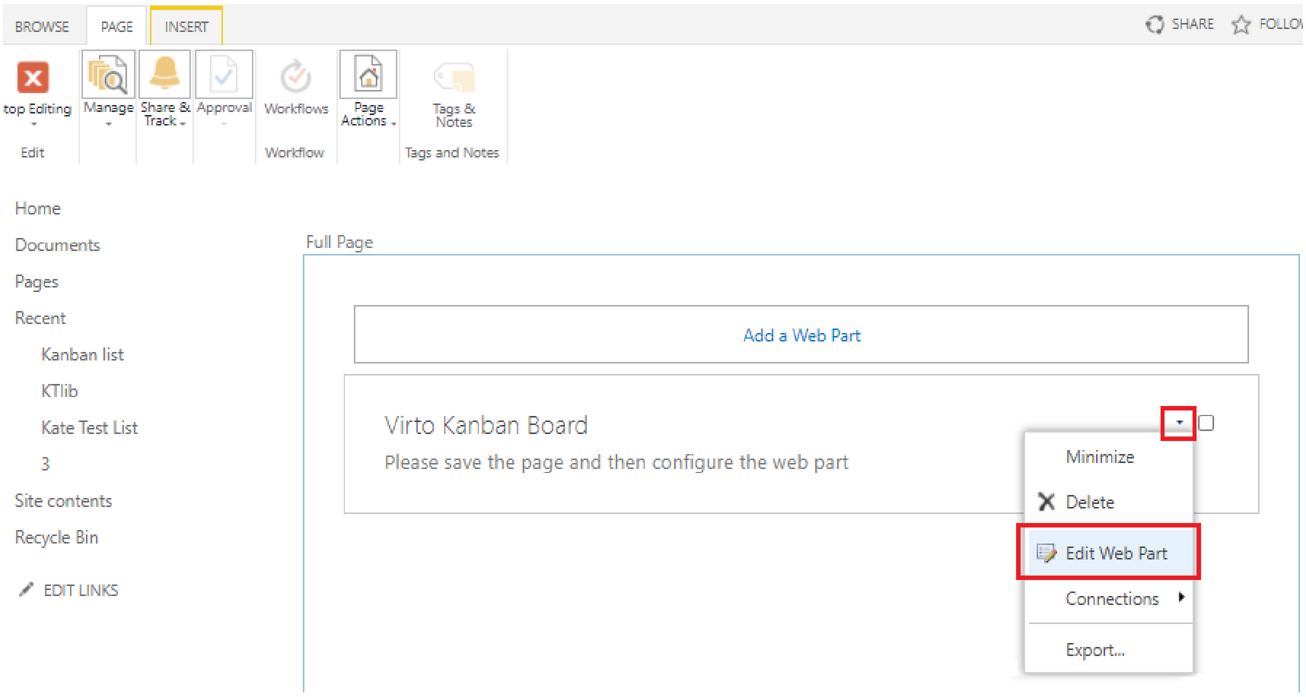
1. Switch to the edit mode on the Web Part Page: click "Edit Page" in the "Page" tab.
2. Click on a zone of a Web Part page where you wish to add the web part, and then choose "Web Part" on the "Insert" tab under "Parts" to open the Web Part Gallery.



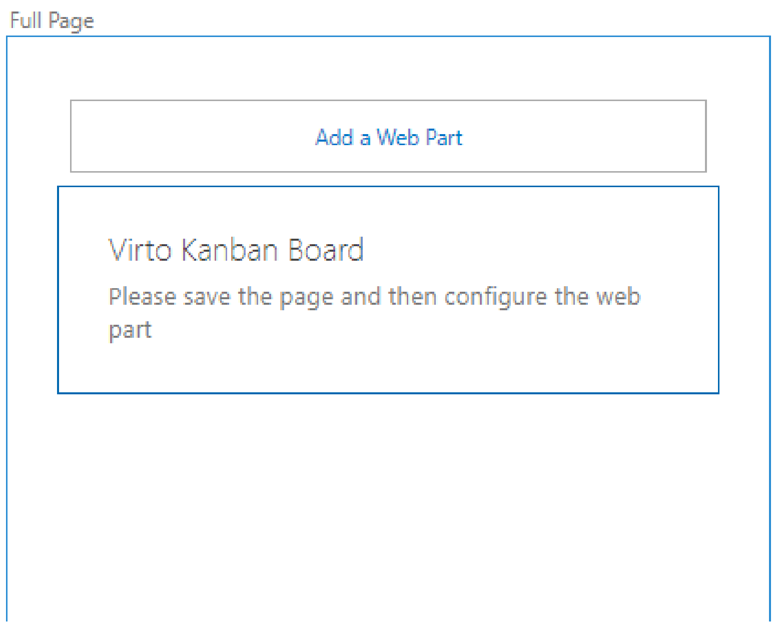
3. Select a Virto Kanban Board web part in Virto solutions block and drag it to the zone or click the Add button.

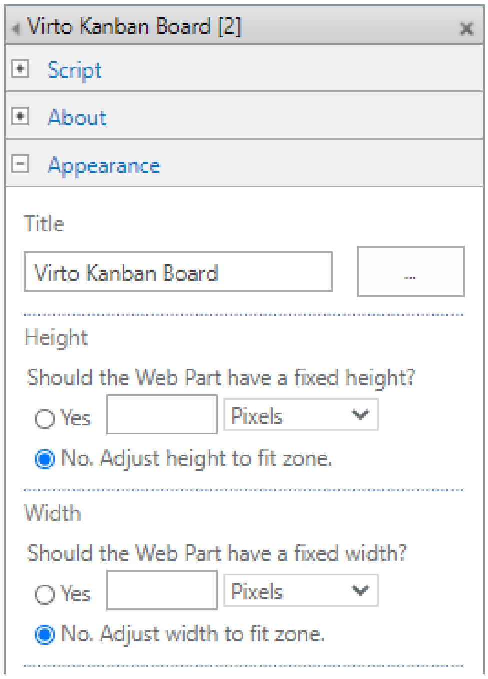


In case you need to change the web part properties, choose “Edit Web Part” from the Edit drop-down list.



Make all the changes you need and click “Save” (scroll down to the end of the settings block).

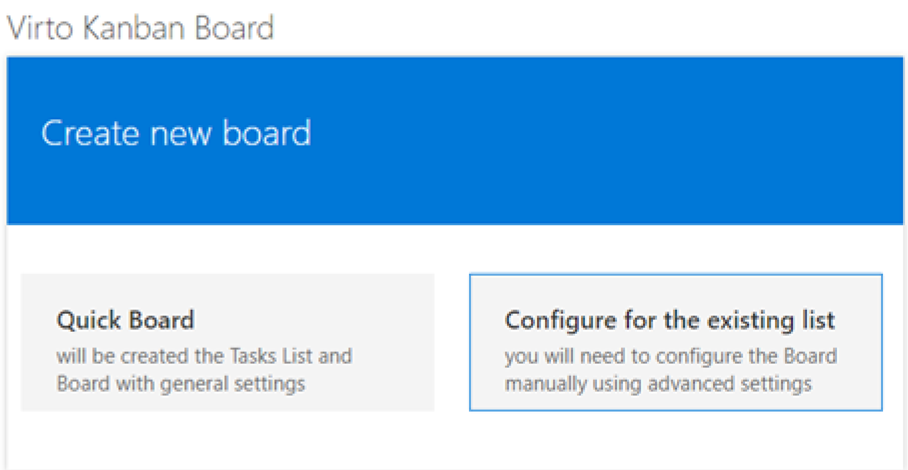




Now you can start working with Virto Kanban Board web part.

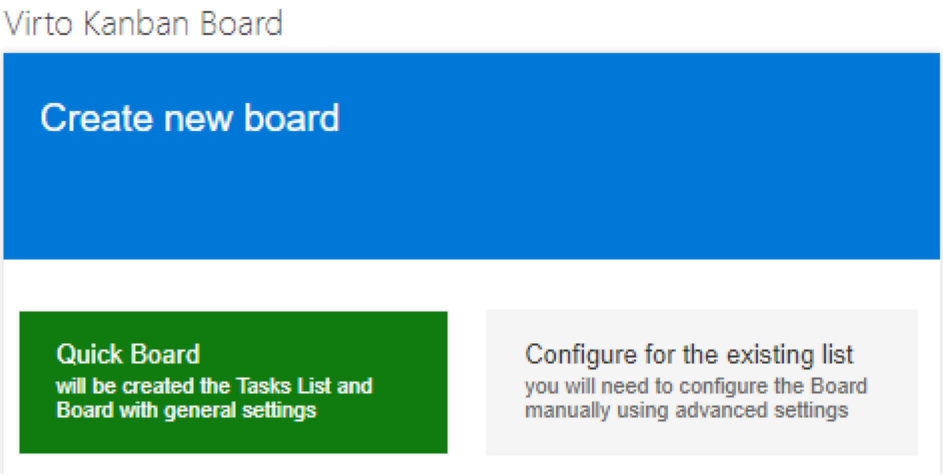
Quick Board and Board from an Existing List

Virto Kanban Board web part provides two options of how to create a new board. The web art takes data from a SharePoint task list and visualizes them as a classic Kanban board. If you already have the SharePoint list with all the required data for your new board, you can configure the board **for the existing list**. But if you do not have such a list, choose "**Quick Board**". In this case the web part creates the board and an appropriate SharePoint task list automatically.

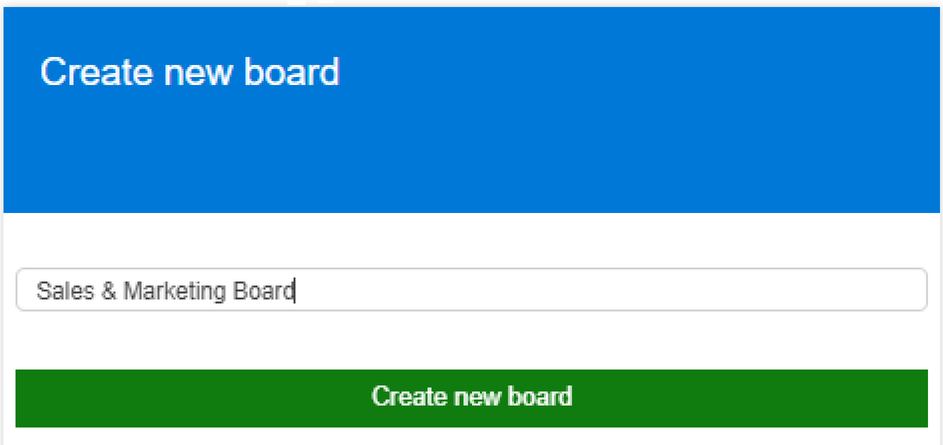


How to Create a Quick Board

To create a new board quickly, choose "Quick Board".

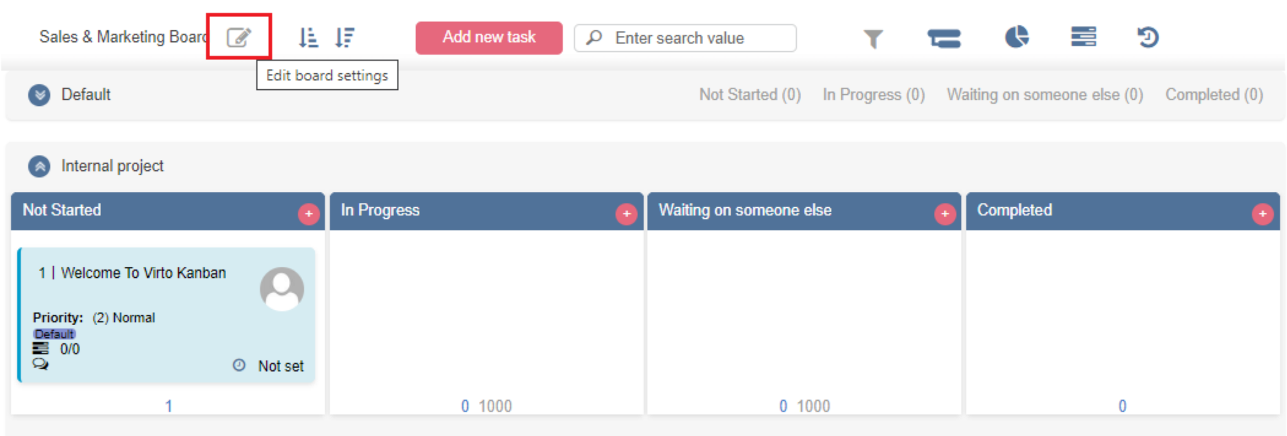


Then type a board name to customize it later. The list with the same name will be created.



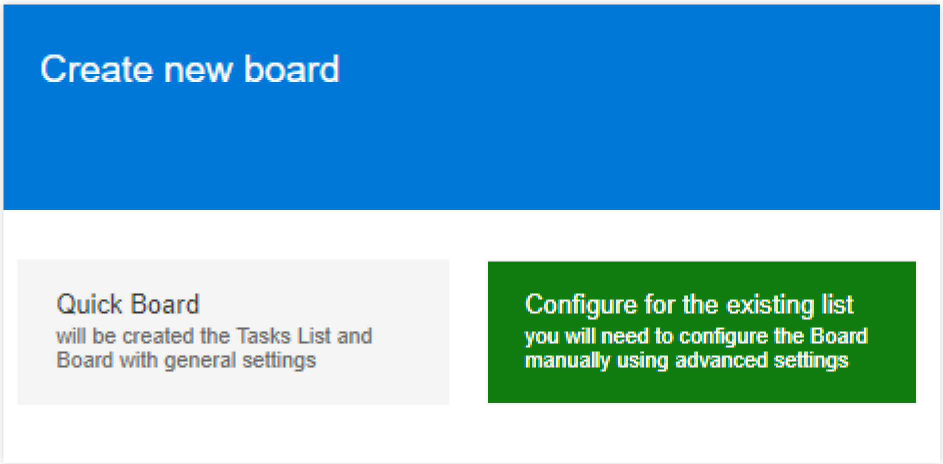
The new board will contain the default task with basic set of columns. You can adjust this board by clicking the “Edit board settings” icon next to the board name.

***Note**: quick boards have swimlanes organized by a project by default. You can change this setting later.*

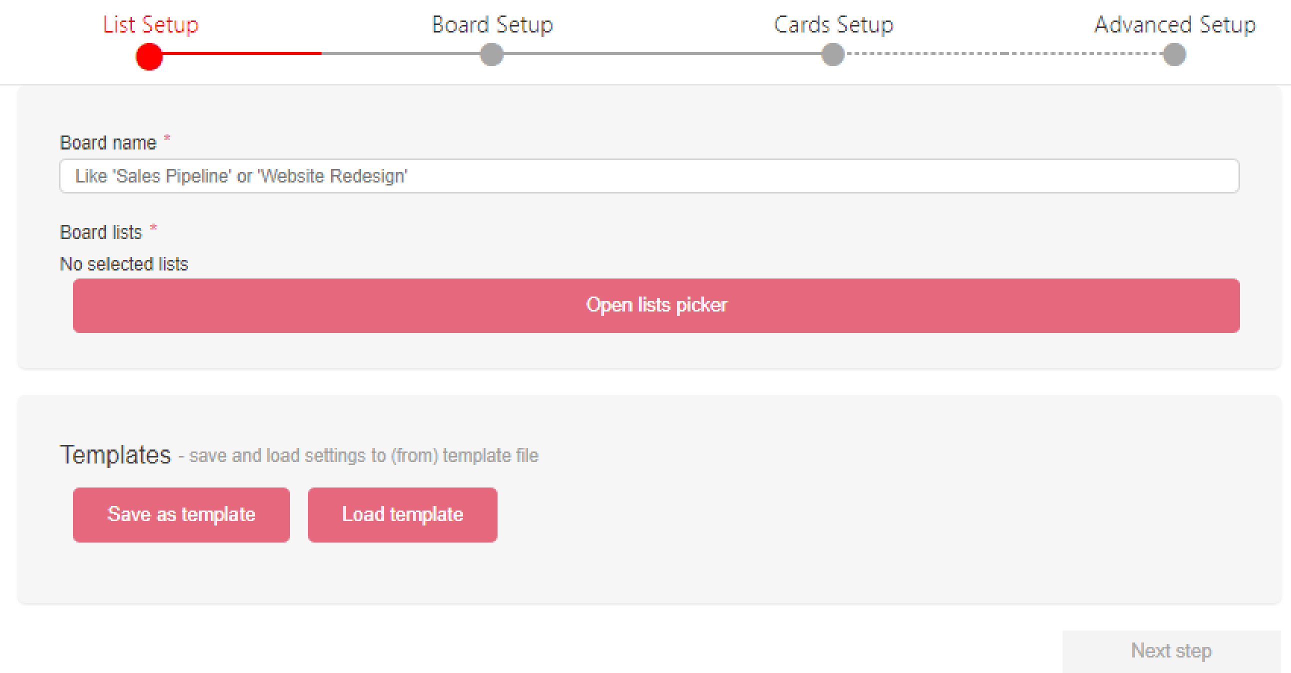


Board from an Existing List

Choose “Configure for the Existing List”.

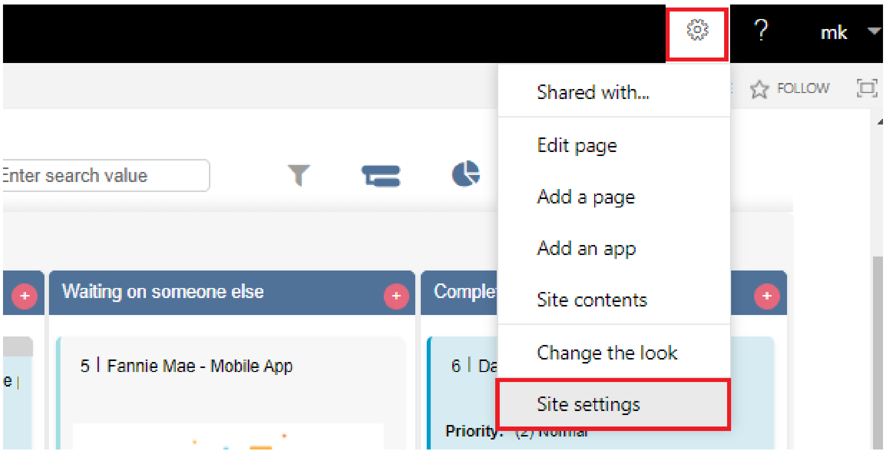


Then adjust your board according to your needs. To do this you need to configure the settings in the “List Setup”, “Board Setup”, “Cards Setup” and “Advanced Setup” blocks (optional). All of them are described below in the user guide.

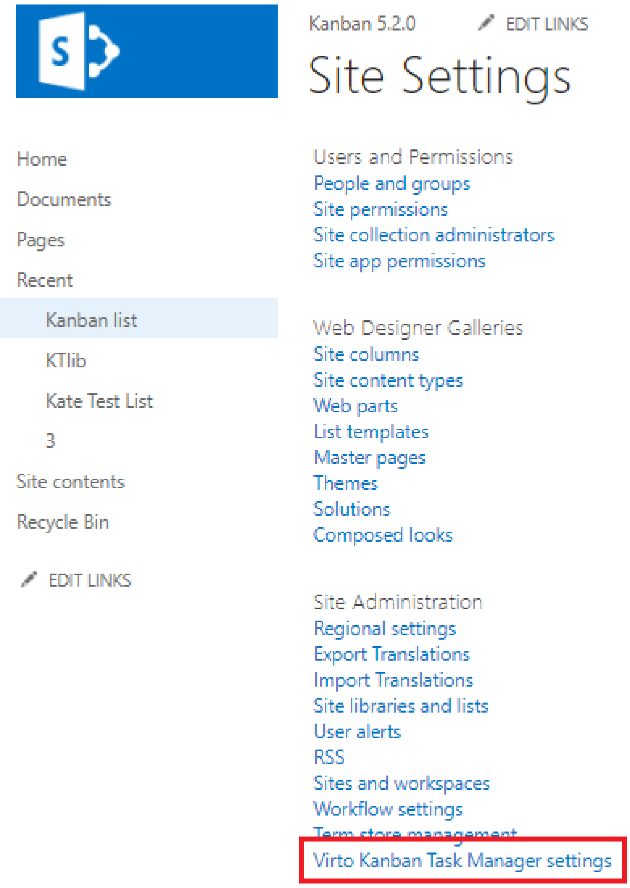


Kanban Board Administration Tools

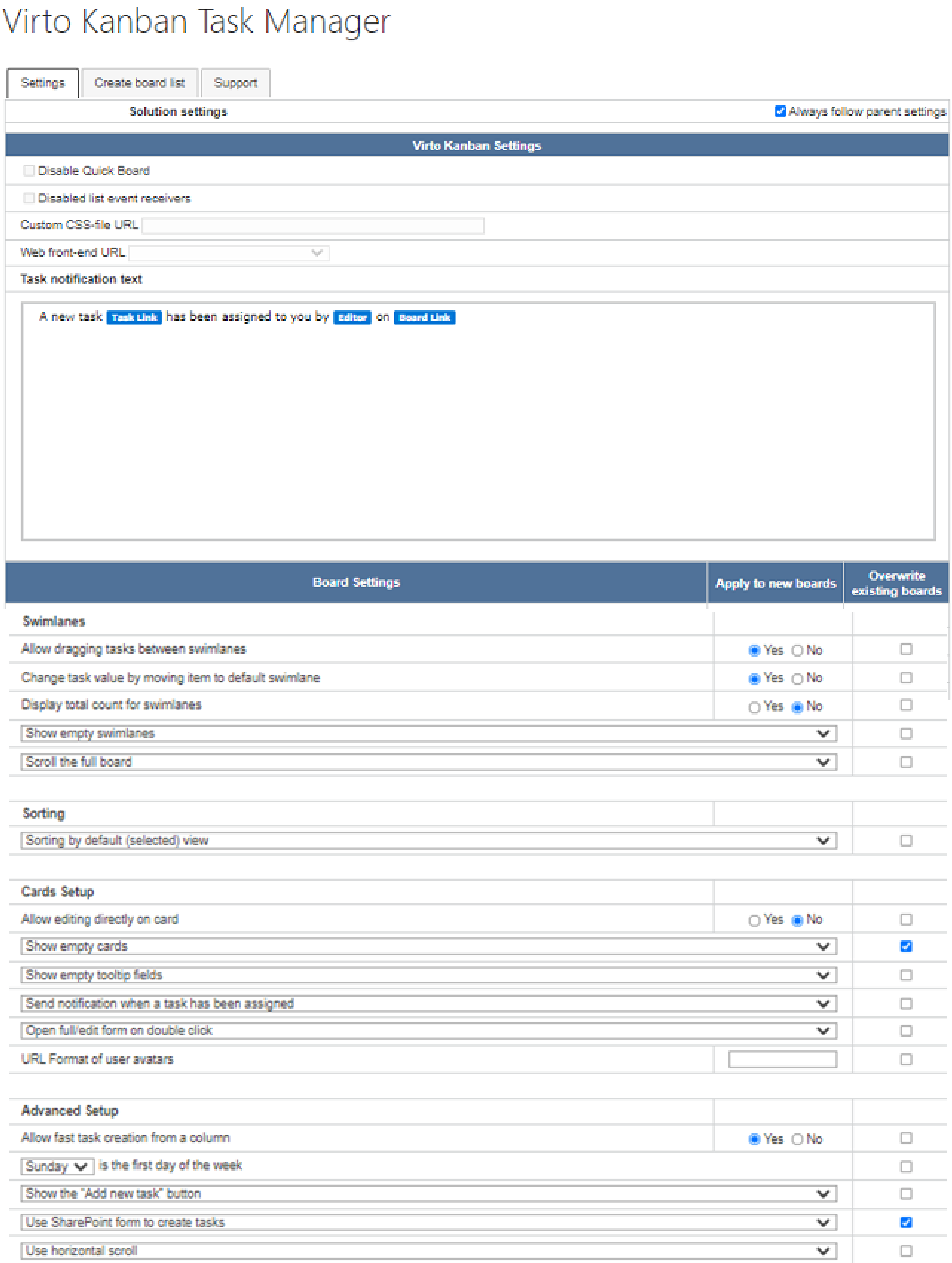
You can set common settings for Virto Kanban on the board and farm level. Find the settings block under the gear icon on the left top corner.



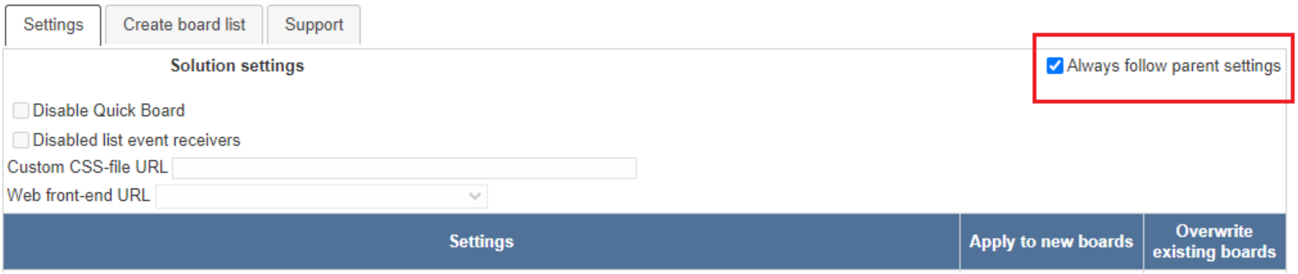
And then scroll down to the “Virto Kanban Task Manager settings” under the “Site Administration”.



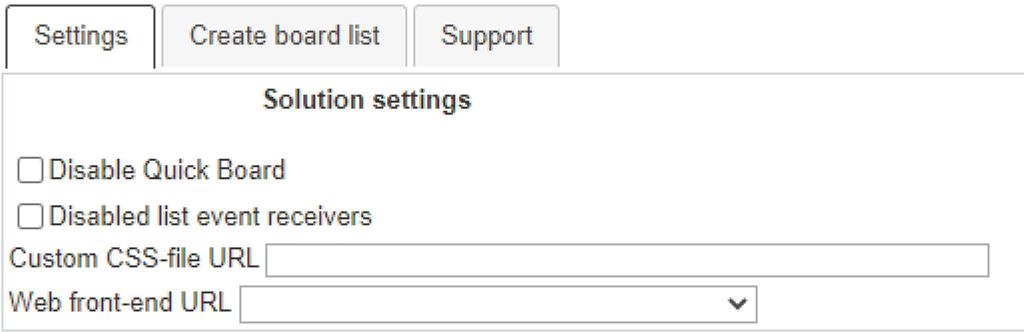
The block of administration tools with three tabs appears.



First, you as an administrator can select the checkbox “Always follow parent settings”. Uncheck it if you want to tune the web part according to your needs.

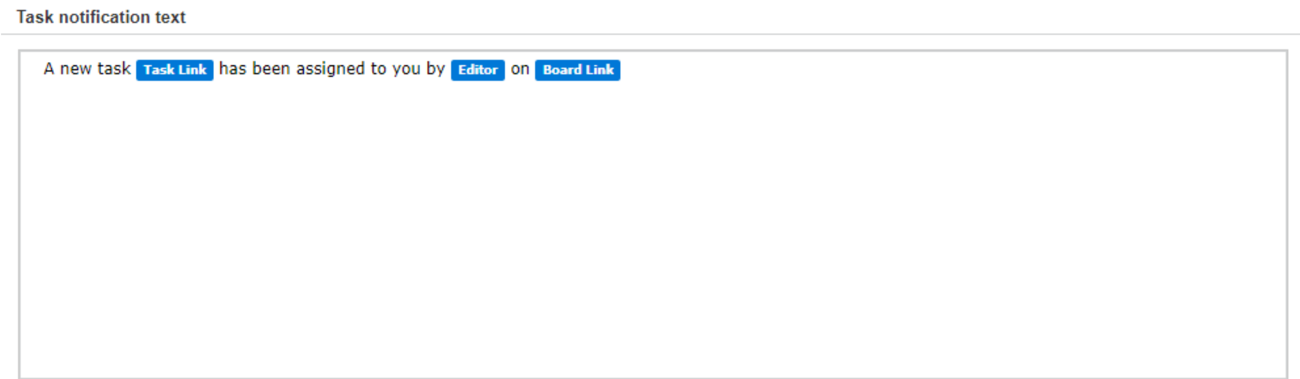


The “Solution Settings” block includes the settings as follows:

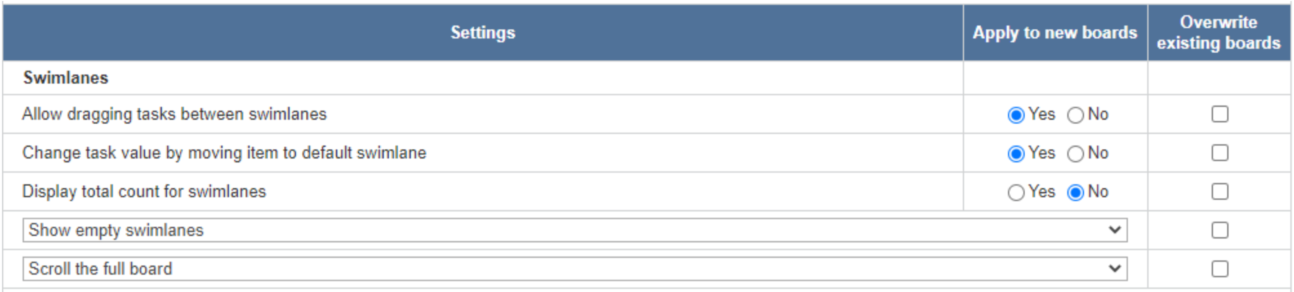


- **Disable Quick Board** (select this check box if plan to create boards only from an existing list);
- **Disable list event receivers** (use this option to disable notifications when a task is moved to the “Completed” column).
- Enter the URL of a required **CSS-file** and you’ll be able to use custom styles on your boards.

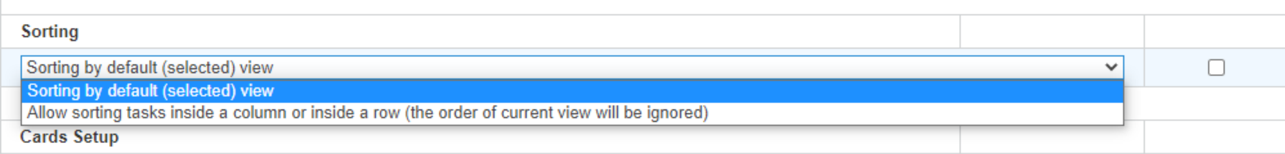
In the Virto Kanban settings, you also can tune the **task notification text**. Just make the required changes to the default message that will be sent to recipients. By default, users will get the alert with the task link, mention by whom the task was assigned, and the board links inserted. The settings are applied to the current site collection.



The “**Swimlanes**” block allows you to tune the swimlanes on your board. For example, here you can allow drag tasks between swimlanes, allow to change task value by moving the item to default swimlane or hide empty swimlanes. You can also allow separated columns scroll if you need to view the items separately on your board. It is also possible to display the total count for swimlanes.



You can set a field that you're going to use for **sorting** by default or allow manual sorting.



The "**Cards Setup**" block contains such settings as hiding empty card/tooltip fields, URL format for user avatars, or editing directly on a card, sending notification when a task is assigned and etc.

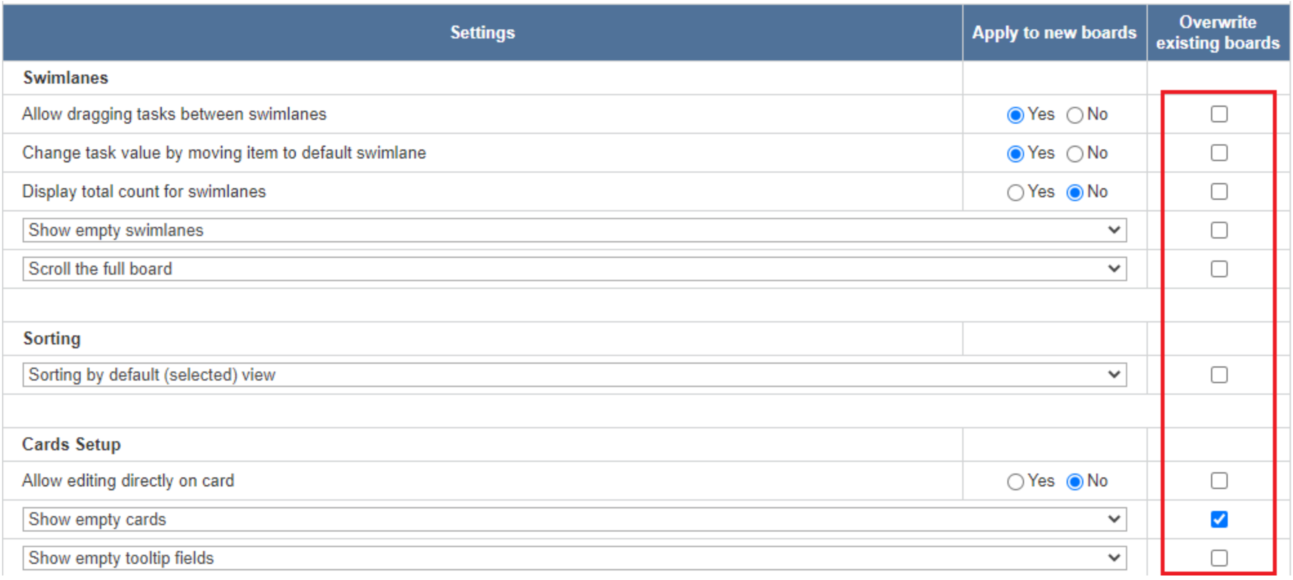
Choose "**Send notification, when a task has been assigned**" to let assigned users receive alerts when they are assigned.

If you choose "**Open form by double click**", the edit form will appear by double click on a task. Here you can also allow using the **SharePoint form** if you prefer using the classic SharePoint view of a card.

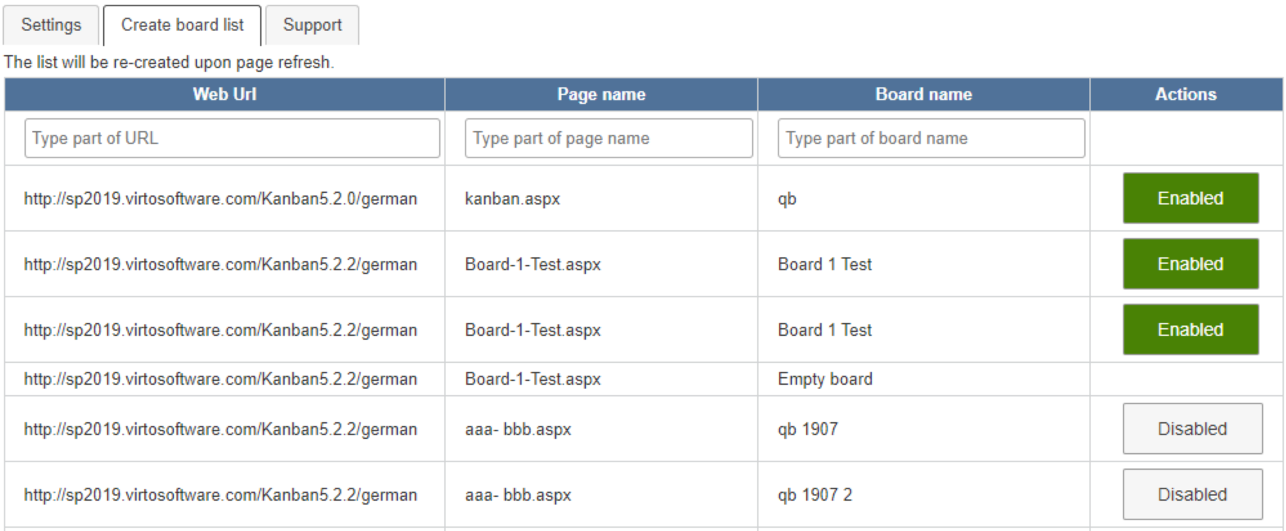
The "**Advanced Setup**" settings block includes default settings you may apply for new boards. Here you can define the first day of the week, allow creating new tasks, allow creating a task from a column, use the horizontal scroll, and enable drag & drop tasks.

Please do not forget that you (administrator) can select the checkbox “**Override all boards to default**” to forbid other users from changing the chosen settings on their permissions level.

It is possible to define default values for new boards or override existing board settings. Any option activated in the column "Override all boards to default" makes the corresponding feature unavailable (grayed out) in the board settings.



In the “Create board list” you can generate the list of all boards on the SP site. Click the board to open it.



The correlation ID field is used for technical support (in the “Support” tab).

Enable debug module (when you need additional admin information, select this checkbox, and the “Debug information” tab will appear. This might be quite useful for technical support

Settings	Create board list	Support

Have an issue?
Send a message to **support@virtosoftware.com**

☐ Enable Debug Module

Correlation ID [ ] Download Virto ULS logs

Here the administrator also can enable or disable actions for the Kanban board (see the “Actions” section).

Board name	Actions
Type part of board name	
qb	Enabled
Board 1 Test	Enabled
Board 1 Test	Enabled
Empty board	
qb 1907	Disabled

Also, use the search to find the appropriate board in the list or filter the list.

Web Url	Page name
Type part of URL	qa
http://sp.virtosoftware.com	qa test.aspx
http://sp.virtosoftware.com	QA_Test.aspx
http://sp.virtosoftware.com	QA_Comments.aspx
http://sp.virtosoftware.com	QA_Comments.aspx

Lists and Columns Compatibility

You can overlay lists with the same content type and any lists with coinciding fields. The list to display on Kanban Board must have at least one Choice field and a User field.

Lists can be merged in 2 cases:
- They have an identical content type with the same fields.

- They share the same parent content type. In this case, only the coinciding fields will be merged (A field type and field title must be identical in both lists to merge it and make it available to select as a Kanban Column, a Kanban Swimlane, or a required field in Board Settings)

The table below shows the list columns compatibility. These columns taken from 2 or more SharePoint lists can be merged and used as:
- Kanban Columns;
- Kanban Swimlanes;
- required fields for a board (such as Task Title field)

For example, if List 1 is a Task list and has the “Assigned to” field renamed to the “Users” field and List 2 is a custom list with the “Created by” field renamed to the “Users” field, this field “Users” will be available on a board as a column or swimlane when both lists are merged.

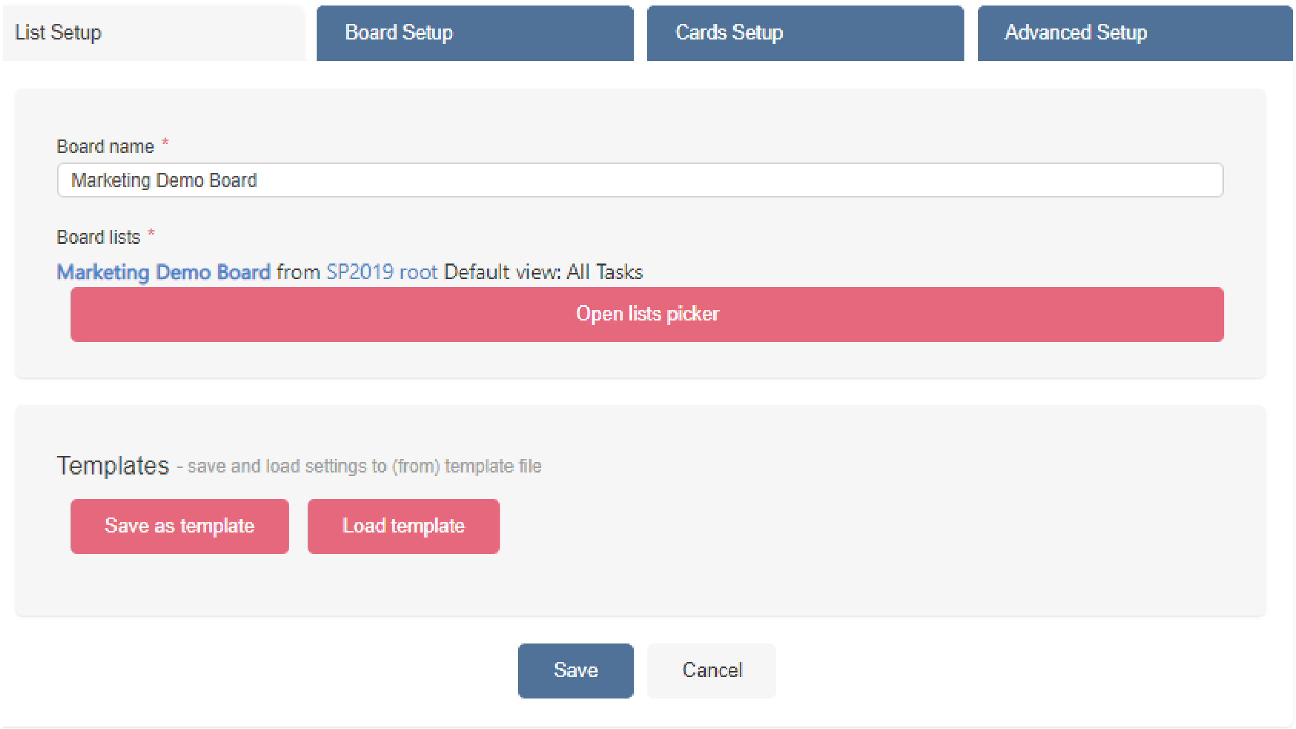
If List 1 has the “Assigned To” field and its copy “Copy of list 2” list has the renamed field “Assigned Users”, these fields will be available to edit and displayed on the Kanban Board, but you can’t use them as columns or swimlanes.

Columns Compatibility

List1				List 2				Available to overlay
Field Title	Field Type	Field Internal Name	Content Type	Field Title	Field Type	Field Internal Name	Content Type	+ yes - not
Title1	Text	Title	Task	Title1	Text	Title1	Task	+
Title1	Text	Title1	Task	Title1	Text	Title1	Custom	+
Title1	Text	Title1	Task	Title1	Text	Title	Task	+
Title1	Text	Title1	Task	Title1	Text	Title	Custom	+
Title1	Text	Title1	Task	Title1	Number	Title1	Task	-
Title	Text	Title1	Task	Title1	Text	Title1	Task	-

List Setup

Type a board name and open the lists picker to choose a SharePoint list(s) from the site collection, which contains the data you’re going to display as a Kanban board.



Select List

You can overlay lists with the same content type and any lists with coinciding fields. The list to display on Kanban Board **must have at least one Choice field and a User field**.

Lists can be merged in 2 cases:
- They have an identical content type with the same fields.
- They share the same parent content type. In this case, only the coinciding fields will be merged (A field type and field title must be identical in both lists to merge it and make it available to select as a Kanban Column, a Kanban Swimlane, or a required field in Board Settings)

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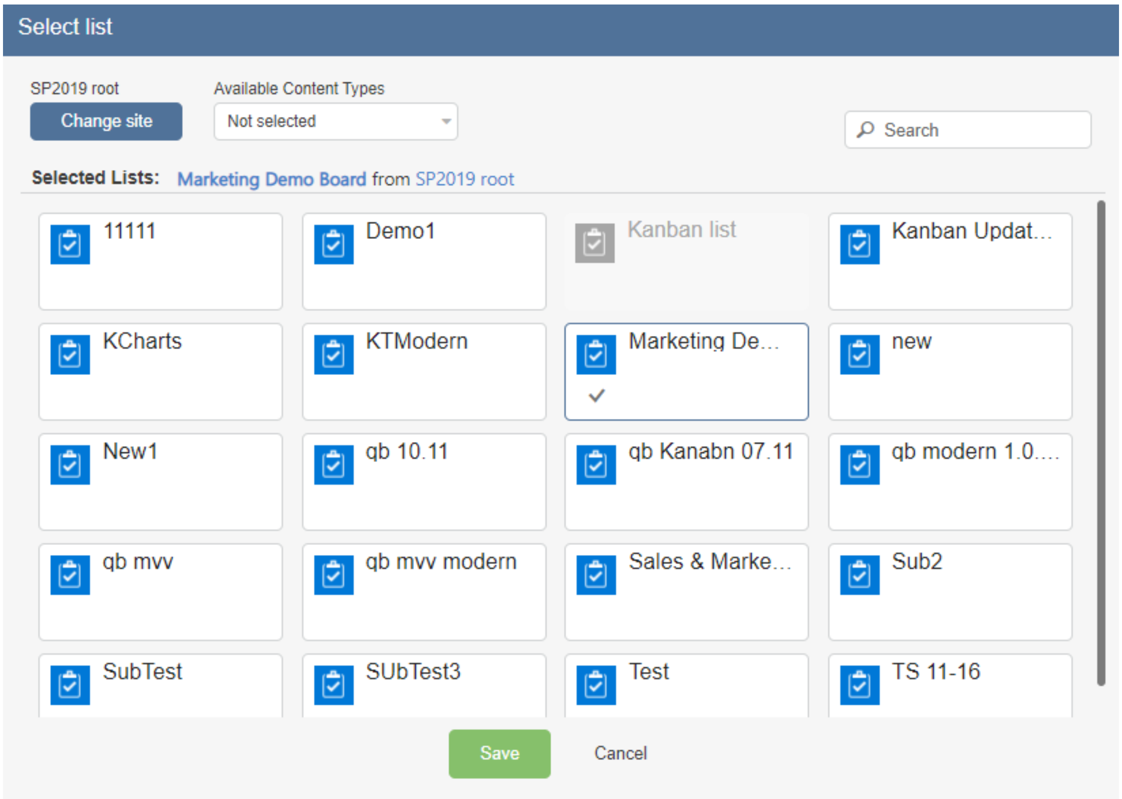
If List 1 has the “Assigned To” field and its copy “Copy of list 2” list has the renamed field “Assigned Users”, these fields will be available to edit and displayed on the Kanban Board, but you can’t use them as columns or swimlanes.

Table. Columns Compatibility

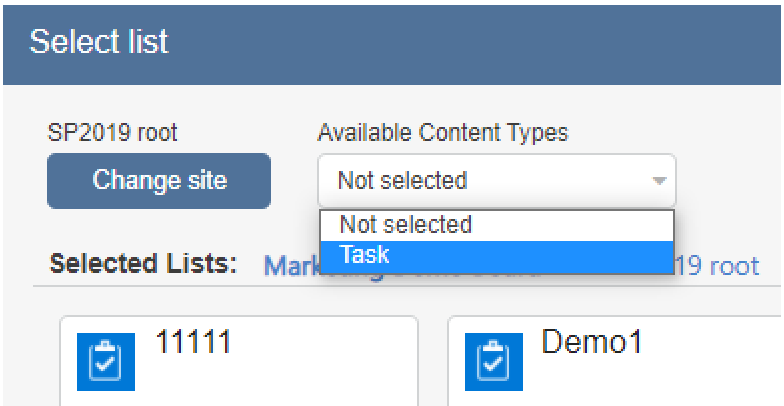
List1				List 2				Available to overlay
Field Title	Field Type	Field Internal Name	Content Type	Field Title	Field Type	Field Internal Name	Content Type	+ yes - not
Title1	Text	Title	Task	Title1	Text	Title1	Task	+
Title1	Text	Title1	Task	Title1	Text	Title1	Custom	+
Title1	Text	Title1	Task	Title1	Text	Title	Task	+
Title1	Text	Title1	Task	Title1	Text	Title	Custom	+
Title1	Text	Title1	Task	Title1	Number	Title1	Task	-
Title	Text	Title1	Task	Title1	Text	Title1	Task	-

List picker allows you to select one or multiple lists to display on Kanban board. The list name contains link to the list, and you can also see the list collection which this list belongs to.

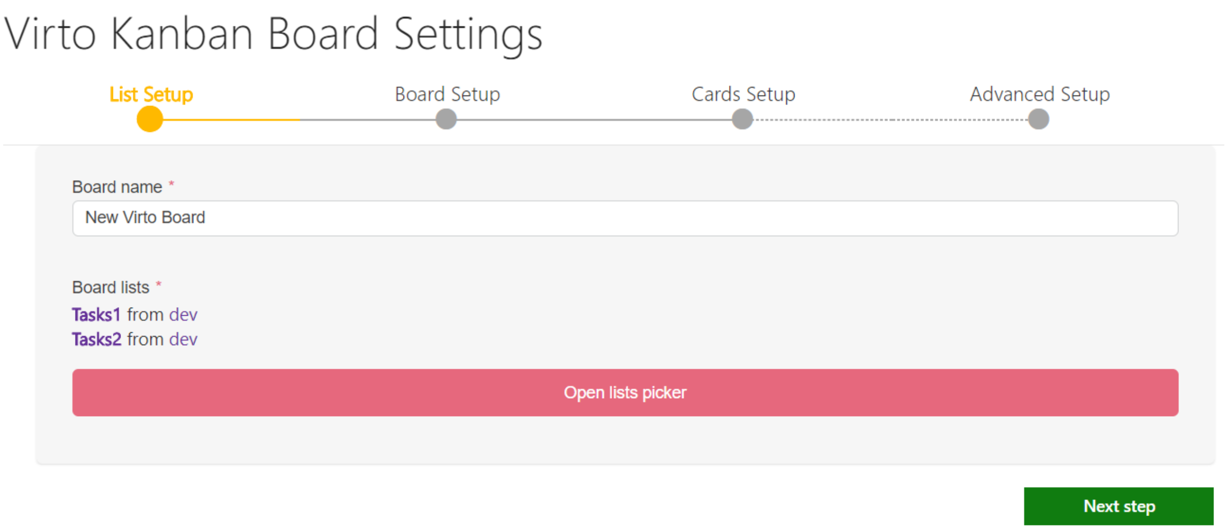


Available Content Types

The "Available Content Types" dropdown allows you to show the lists that contain the chosen content type.



Note: *this option is usually used for multiple lists to show on the Kanban board. So, you need to choose the content type first and then decide which lists with this content type you display on the board.*

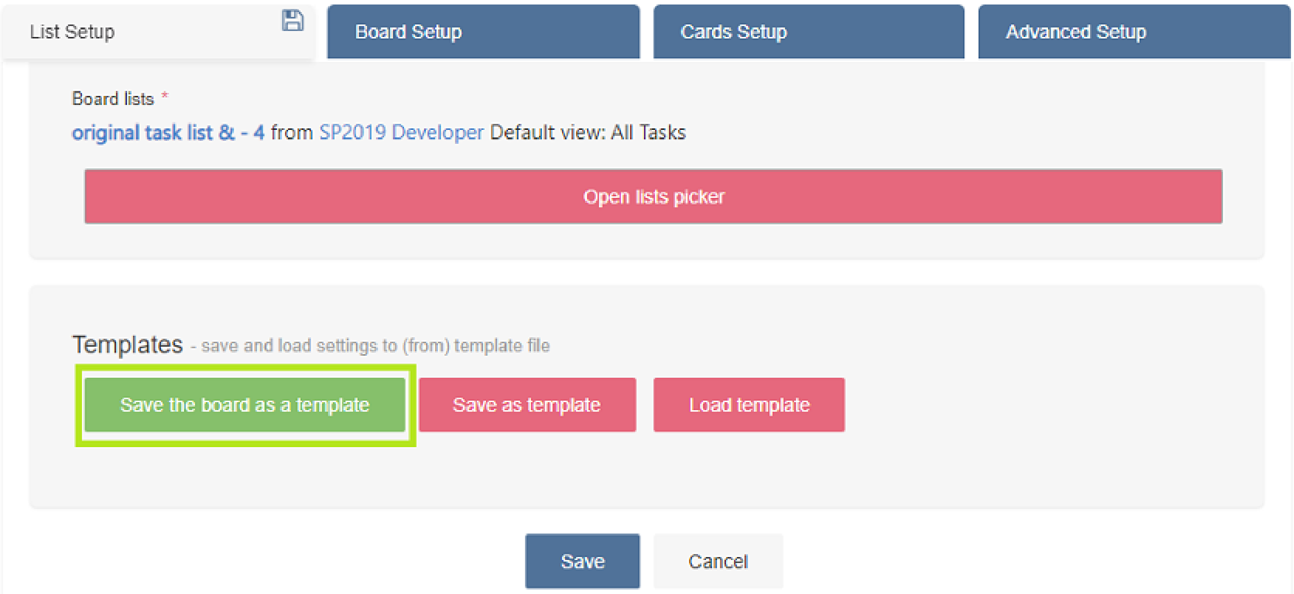


Board Templates

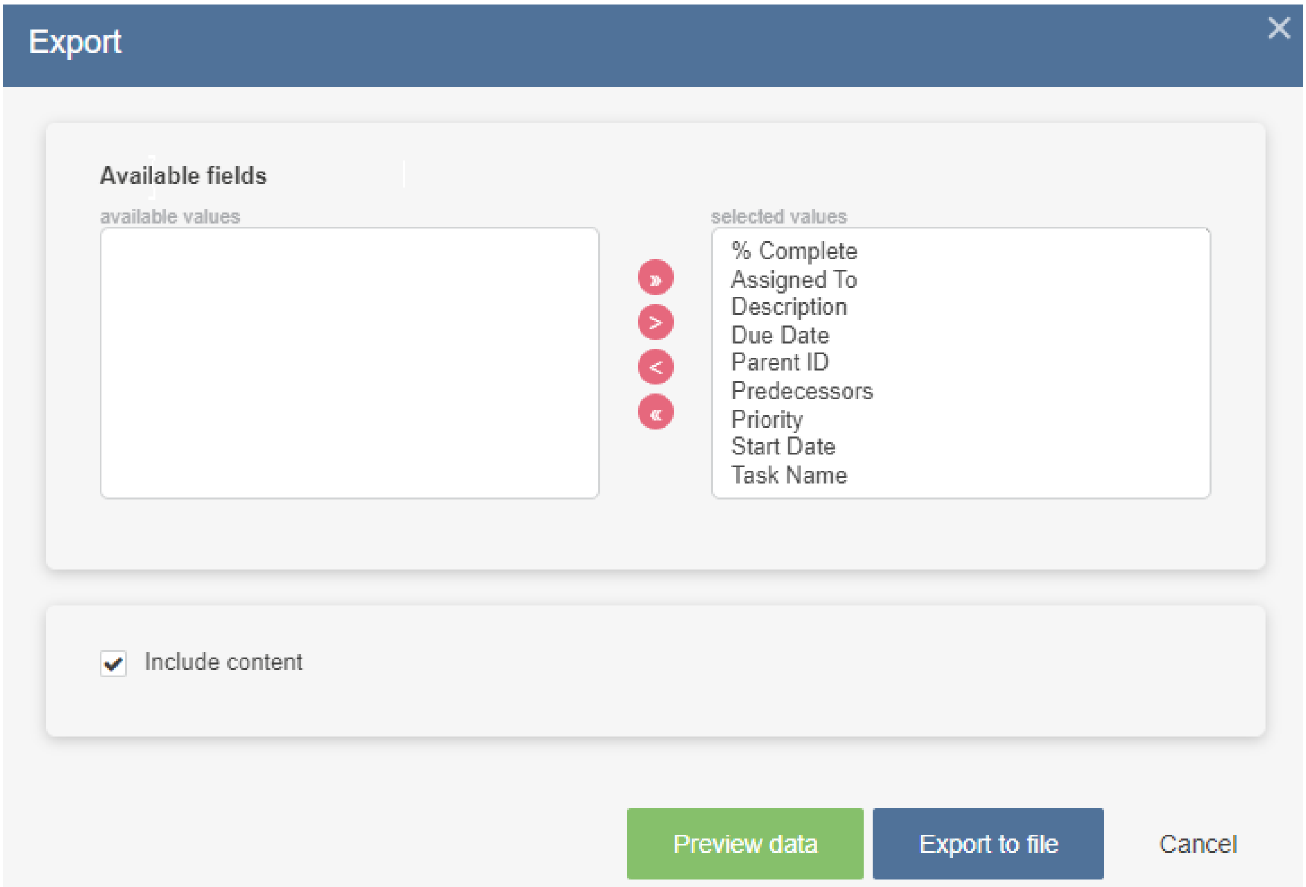
The Kanban Board web part (including SharePoint 2013, 2016, and 2019) supports templates.

Navigate to **List Setup** block of your board settings. The three options are available:

- **Save the board as a template** (save a KBOT file to your disc according to chosen fields);
- **Save as template** (save a KBOJ file to your disc with the current board settings);
- **Load template** (choose a file from your disc to load previously saved settings).



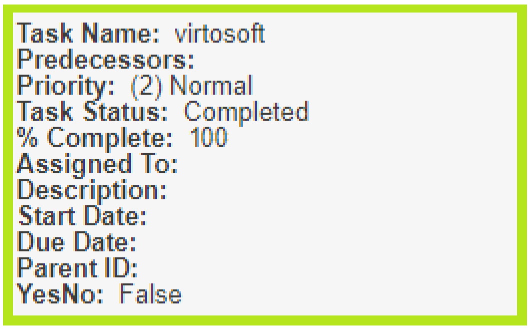
To save a template, find “**Templates**” in the List setup tab and click “**Save the board as a template**”. Check the fields you would like to export and pay attention to the fields that are not included (cannot be exported).



Export rules

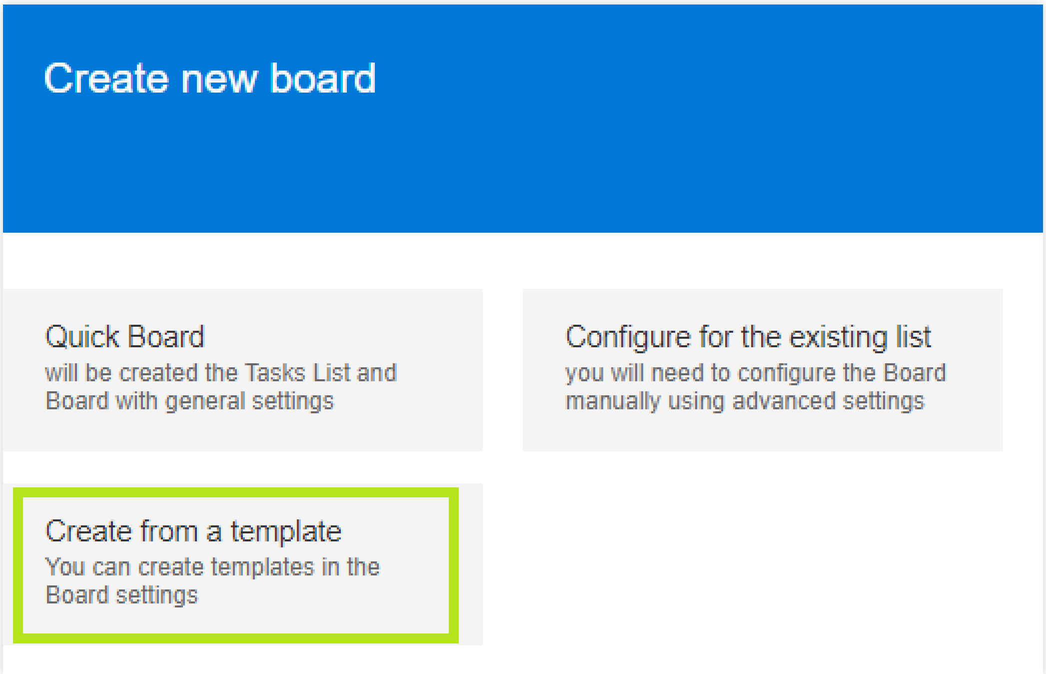
1. You can only create a template from a board if it is based on a **single list**.
2. **Not all fields can be added** to the template. For example, external Lookup fields cannot be exported. You can see the exact list of fields that cannot be exported from the board in your export window.
3. You can include **up to 50 cards** into the template. For this purpose, subtasks are counted as separate cards.
4. You **can exclude the content** and only import list fields and structure.

You can make a preview before the export (click "Preview data").



Finally, save the created file to your disc and use it later.

You also can create a new board from a template. When you create a new board, choose "**Create from a template**" on the Kanban Board web part page.



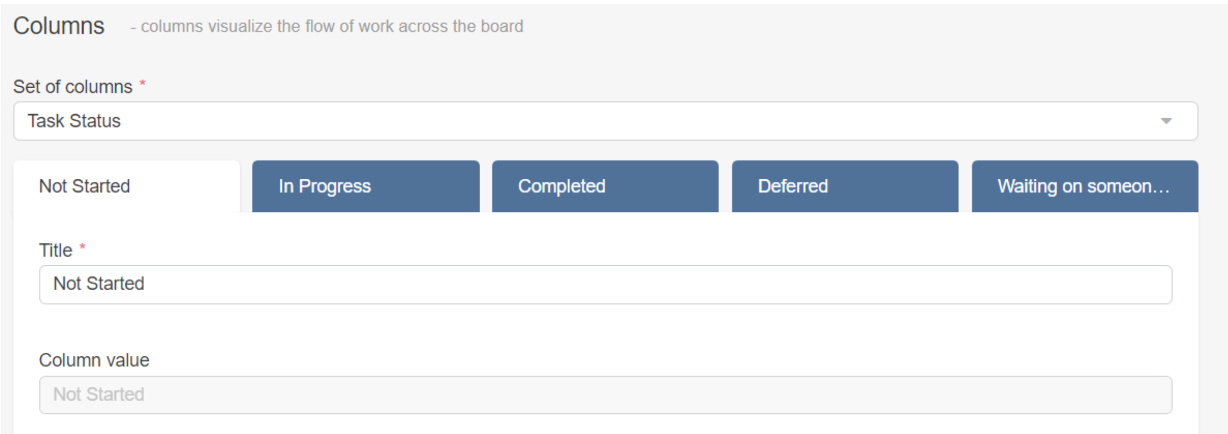
Now just choose the previously saved template file from your disc and start working.

Board Setup

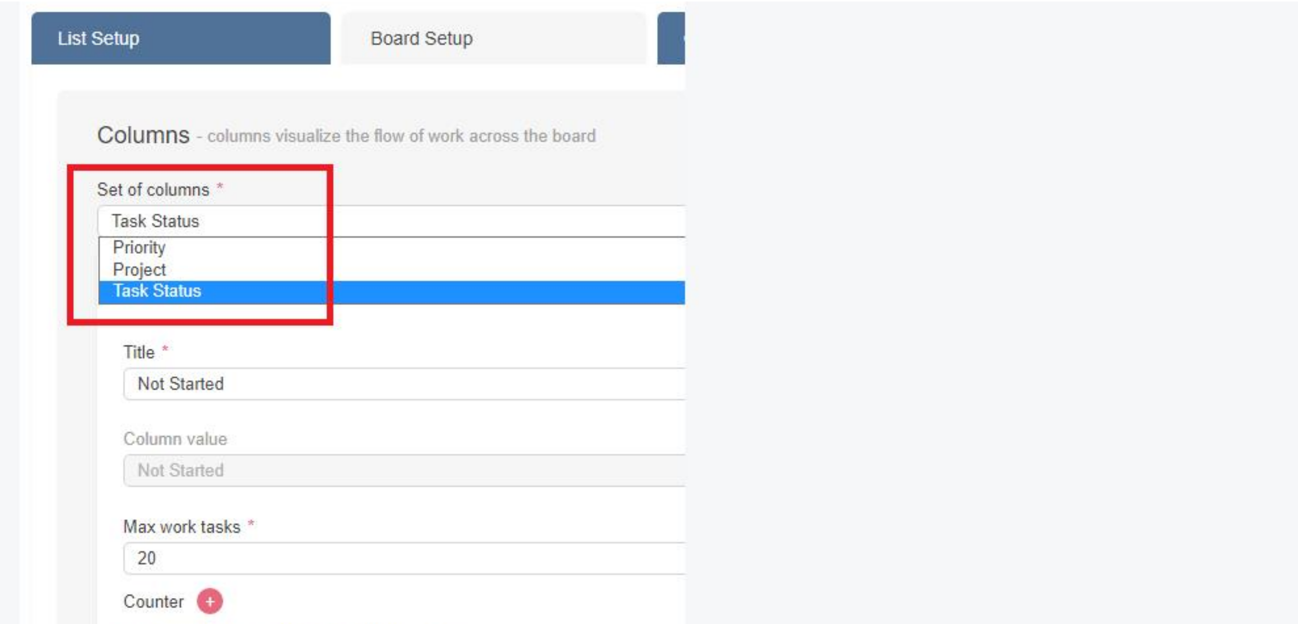
Columns

Columns visualize the workflow across the board.

Select the “Set of columns” list field, which will be used for generating columns for Virto SharePoint Kanban. This field must be a choice field. Usually, the columns mean the status of a task, but you can select any other choice field.

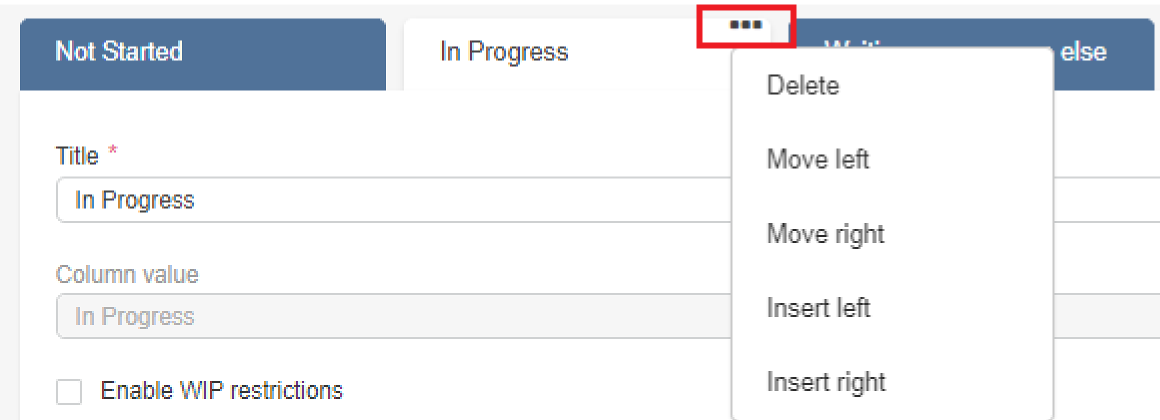


Note: *please be careful when you change the set of columns and rename the column names. For example, if you change the task status set of columns to another one and rename the columns, your task cards might appear without a status. In this case, to change the column value, please re-select* *status field back to "Task Status).*



When you have assigned a field for columns, all the choice values from this field will be displayed as columns. Then, you can choose the exact columns that will be displayed on Kanban board.

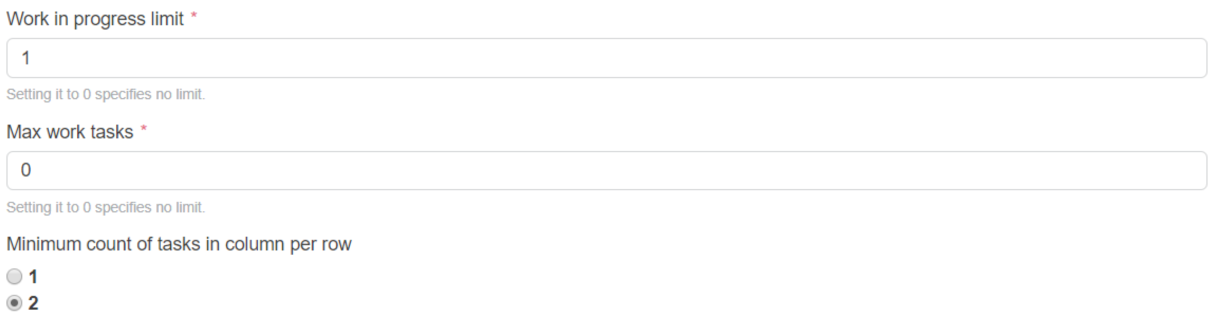
Click "..." next to a column name to define the position of a column (move columns left or right) or delete it.



"Insert left" and "Insert right" buttons from dropdown menu allow you to add previously deleted columns again.

***Note**: you can define a custom title for each column; the column name will be left unchanged in the list.*

You can set WIP limit (work-in-progress limit) and specify maximum count of items in a column.



If the WIP limit is exceeded, the number of tasks in this column will be highlighted with red. In the following example, the WIP is 1, but the column contains 2 tasks. In this case, the first red character is the actual number of tasks (since it's exceeded, it's red). And the second character is the WIP limit.

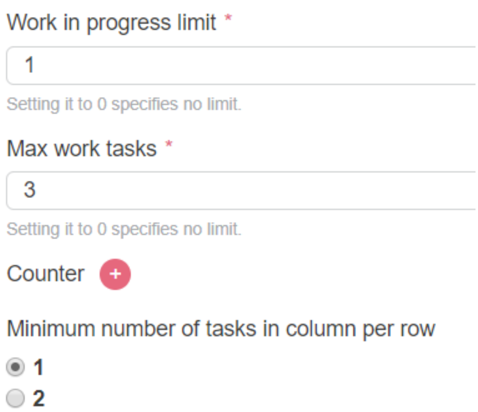
***Note**: the first and the last columns do not have the WIP limit.*

The "Max work tasks" option allows you to set the count of maximum tasks available to display in this column. Setting the value to 0 specifies no task count limit. This feature may be useful if you work with large lists with many tasks in a column.

***Note**: this option is available when you choose the small size of tasks on the board.*

The "Minimum count of tasks in column per row" option allows you to set a number of tasks that will fit to the selected column.

In the following example, we have applied 3 max work tasks to the column. This means, only 3 tasks will be displayed.

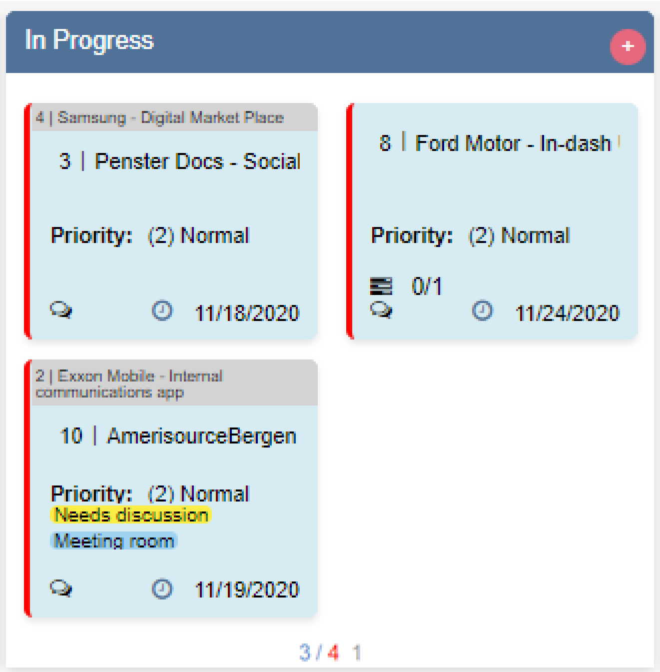


In fact, the "In Progress" column contains 4 tasks, but only 3 are displayed.

You can see the first number is 3, it's max work tasks limit. That's why you can see only 3 tasks in this column.

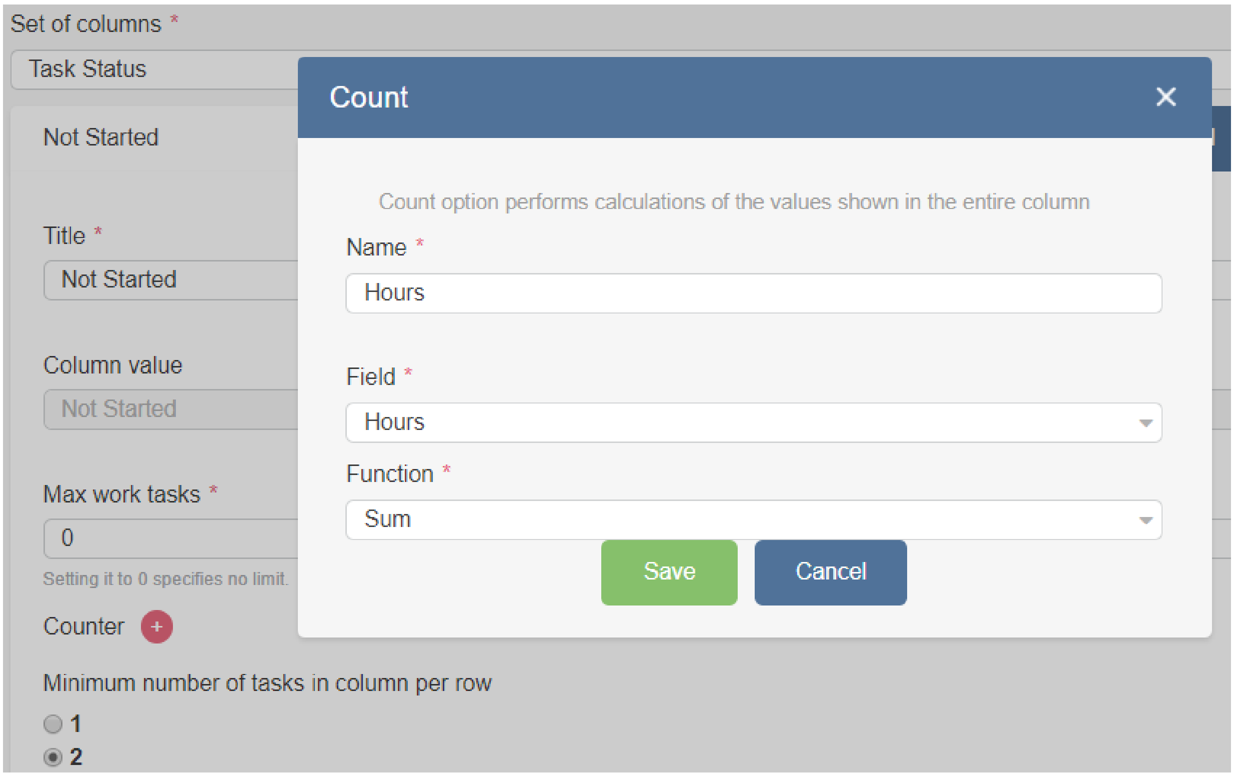
The second number is 4 (actual number of tasks). It's highlighted with red, because the WIP limit for this column is 1 task (the last number is 1, this is WIP limit).

If you have to display all tasks, click on the numbers to expand the column. Click again on this number to collapse the column again according to max work tasks count.



With SharePoint Kanban Board, you can use Counter feature to aggregate data from columns. This can be used, for instance, if a task has "Hours" field (a custom number field), that defines the time required for task closing. You can select this field and choose Sum function (you can also use Average function to count average value). Now, the time required for task closing will appear above all tasks from this column.

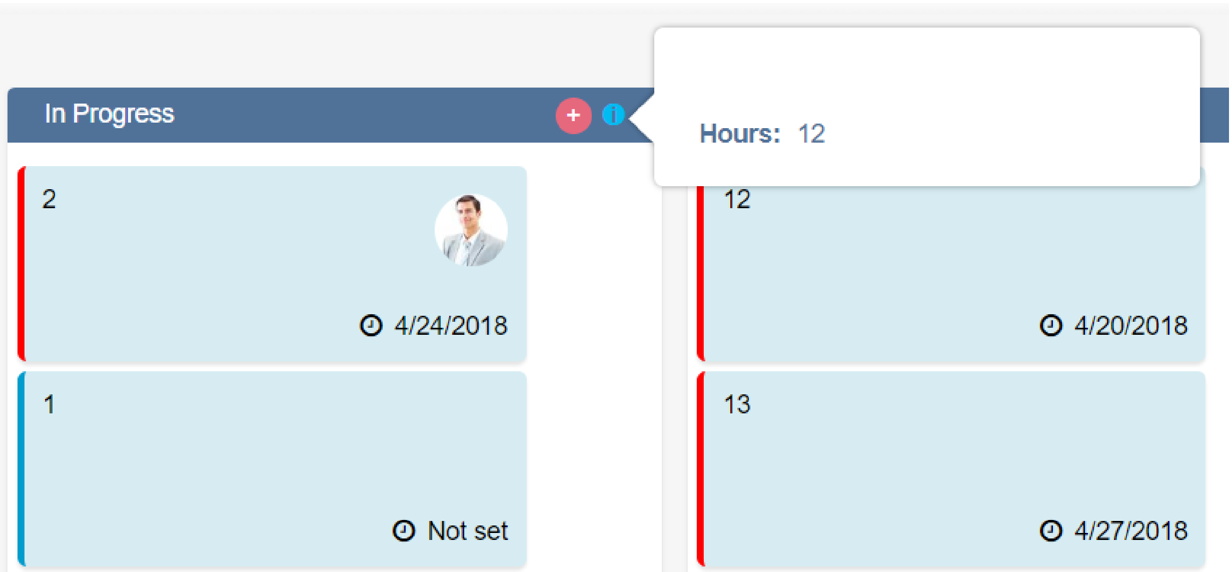
Click "+" next to Counter and set the values in appeared pop-up window, then click "Save" to save the settings.



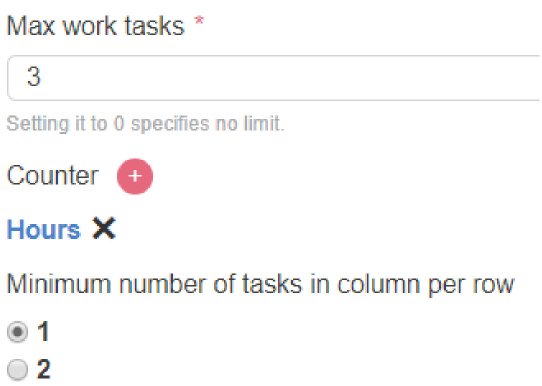
The current version of Virto Kanban has two functions – Sum and Average.

Note: the selected task field must contain a number.

Now, total Counter shows the total amount of hours for tasks in "In Progress" column.



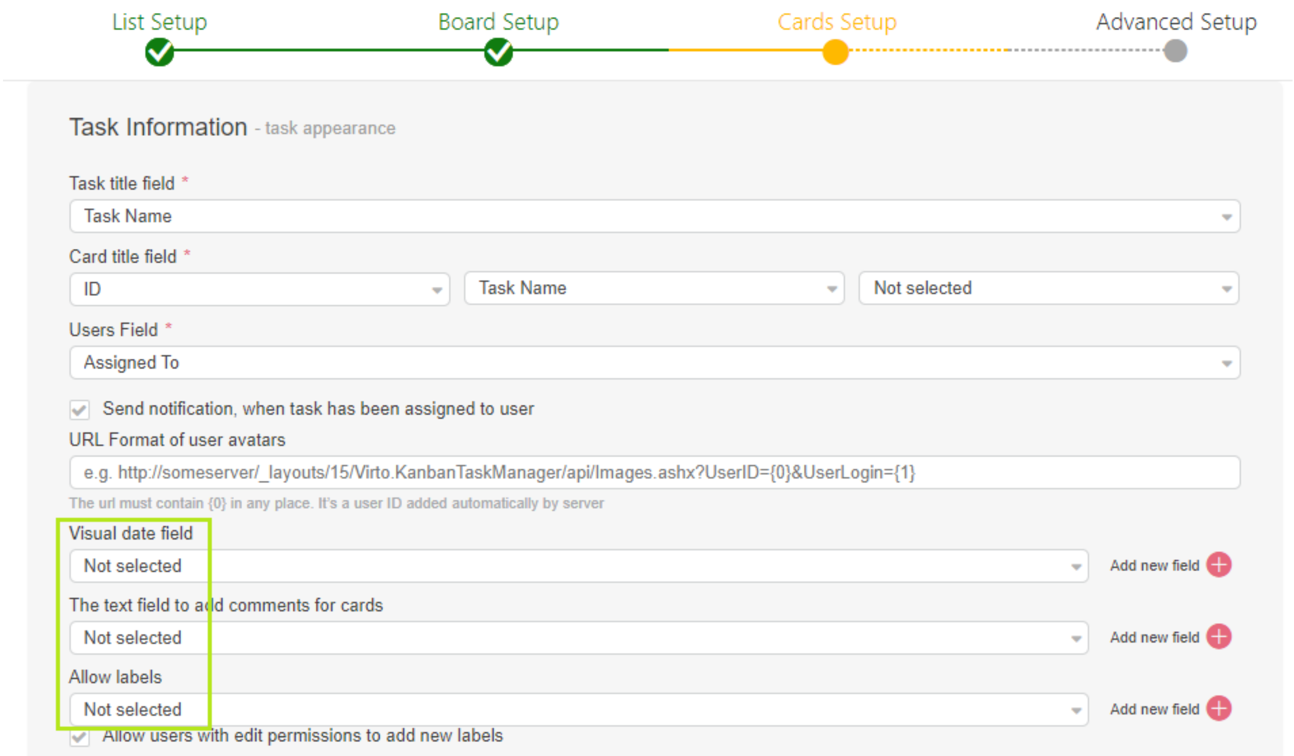
Click "X" next to the Counter name to delete it.



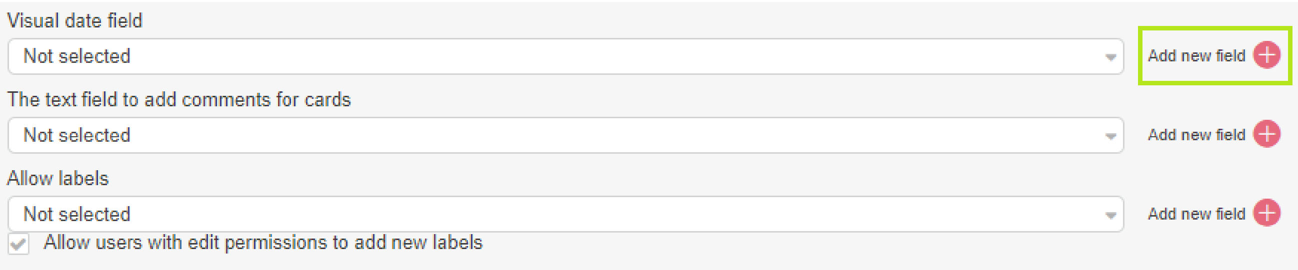
Note: If the board has swimlanes, the counter will be applied to each cell (a part of a column included into a swimlane).

Adding Required Fields

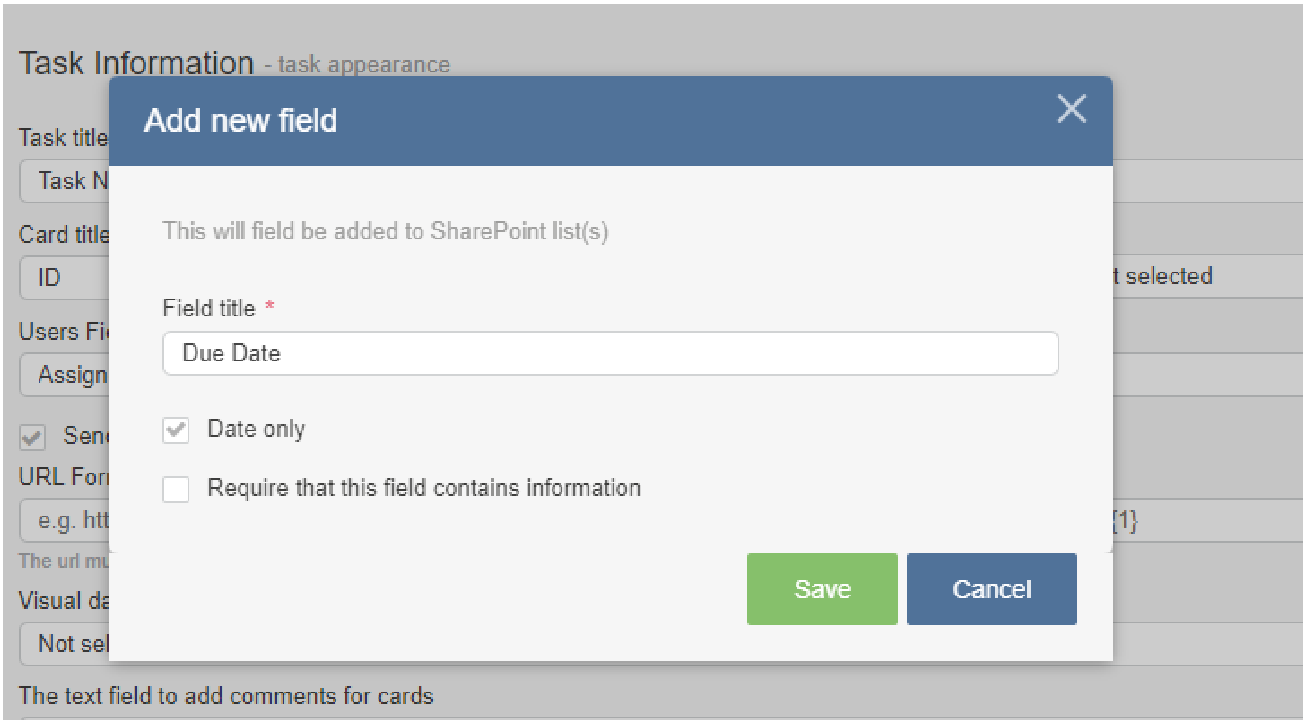
In case you're creating a board from a custom list, not the quick board, you can add missing fields right from the board settings. Start creating a board and choose "Create a board for existing list(s)". Choose a list from your SharePoint site in the list picker. When you have chosen a list and switched to the "Cards setup" step, take a look at the fields. Some of them are already chosen, and some of them are not selected.



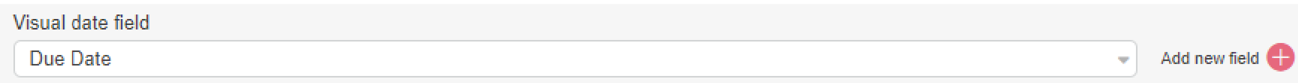
You should choose the following fields: the visual date field, a text field for comments, and labels field. And in case the list does not contain an appropriate field, just click "**Add new field**" next to it. No need to navigate to the list settings and add fields.



Specify the name for your field and save it. Choose the checkbox “Require that this field contains information” if you need it.



The added field appears. Do the same actions for other fields, if necessary. For example, in the same way you can create fields of multi-choice type for comments and labels.

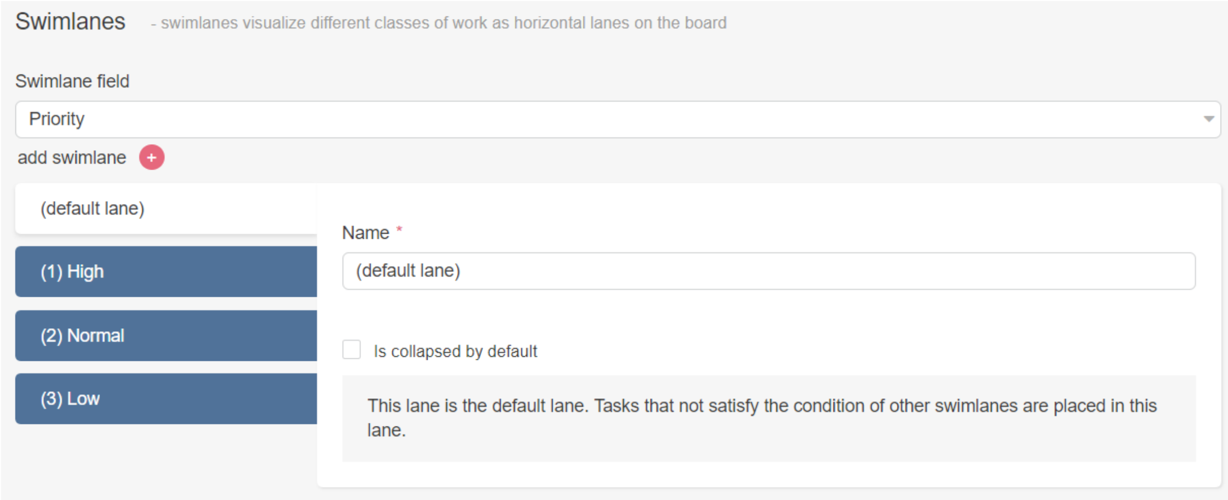


The option of adding fields is available for all users with the right of creating fields.

Note: make sure you have enabled the version history for the list you’ve chosen. Or otherwise, choose the checkbox to enable it. The version history is required for the comment field.

Swimlanes

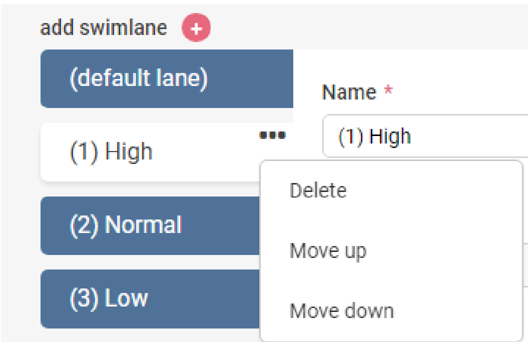
Swimlanes visualize different classes of work as horizontal lanes on the board. You can select a list field containing several values, for examle Choice, Multichoice, User, Lookup, Boolean, etc.) to use as swimlanes.



Default swimlane is used as a main Kanban section if there are no other swimlanes.All tasks not fitting to other swimlane conditions are automatically placed in the default swimlane.

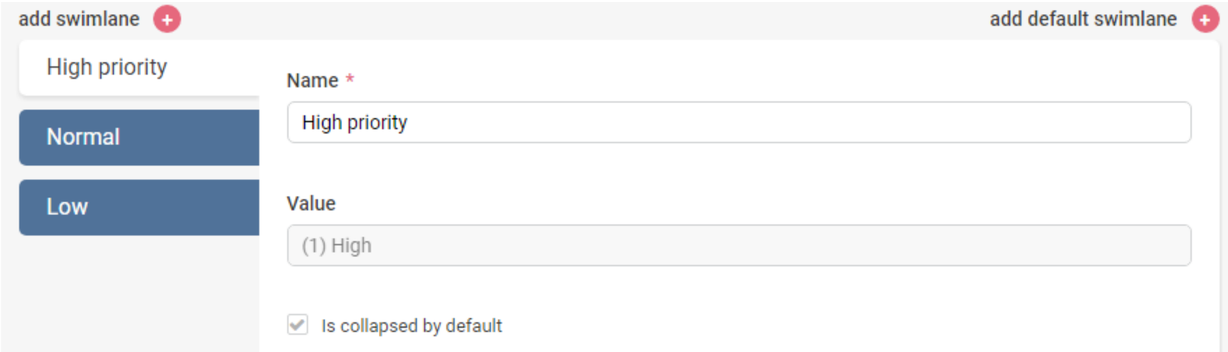
You can create swimlanes by selecting a list field. For example, you can use swimlanes to distinguish task priority (“High”, “Normal”, and “Low”) or create swimlanes by Assigned User field.

Now, you can select a set of swimlanes to be displayed on Kanban Board. Click on dots to remove swimlane or move it up or down, then add more swimlanes. The default swimlane can be deleted.

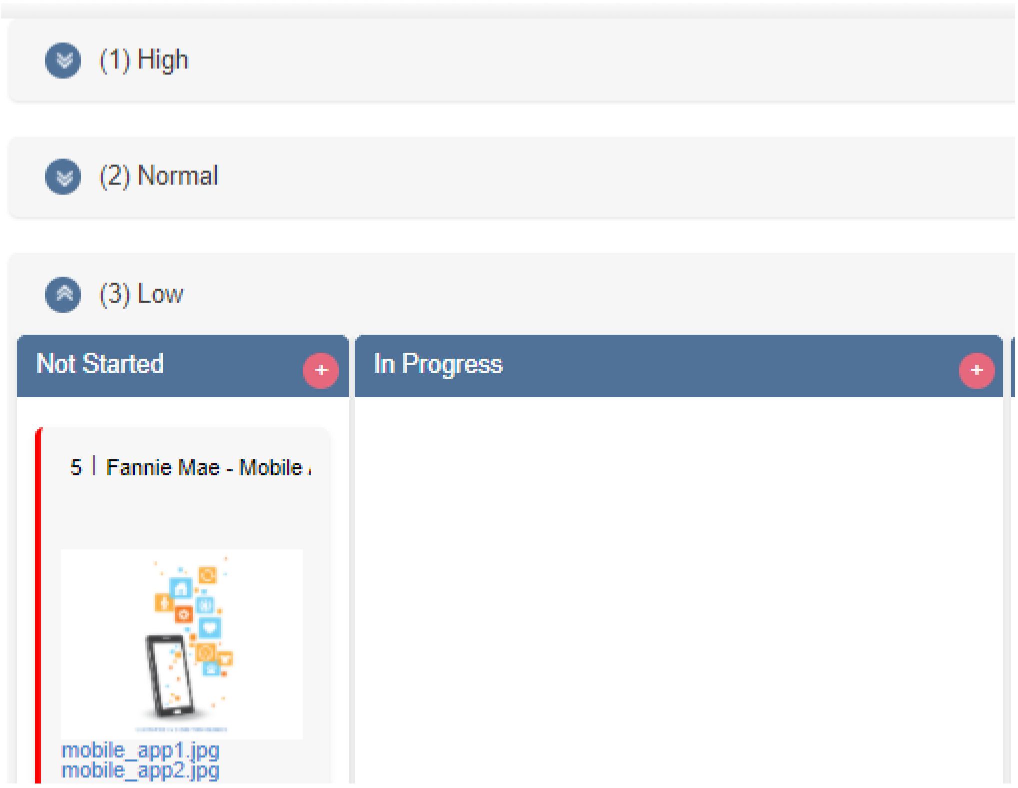


You can rename swimlanes.

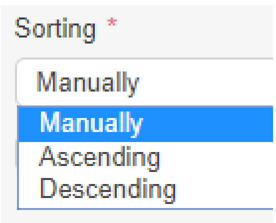
If you check the box “Is collapsed by default”, this swimlane will be collapsed in hidden view when you open your Kanban Board. Also, any swimlane is collapsed by default if it does not contain any tasks.



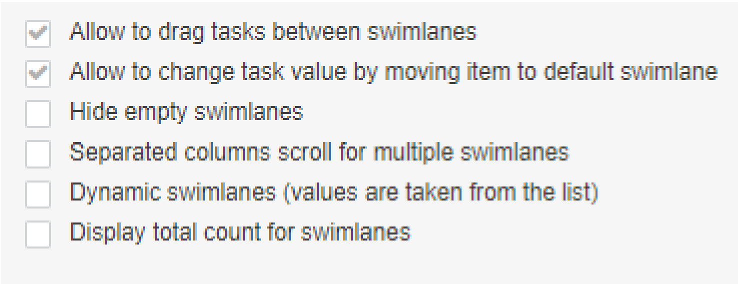
In this view High and Normal swimlanes are collapsed.



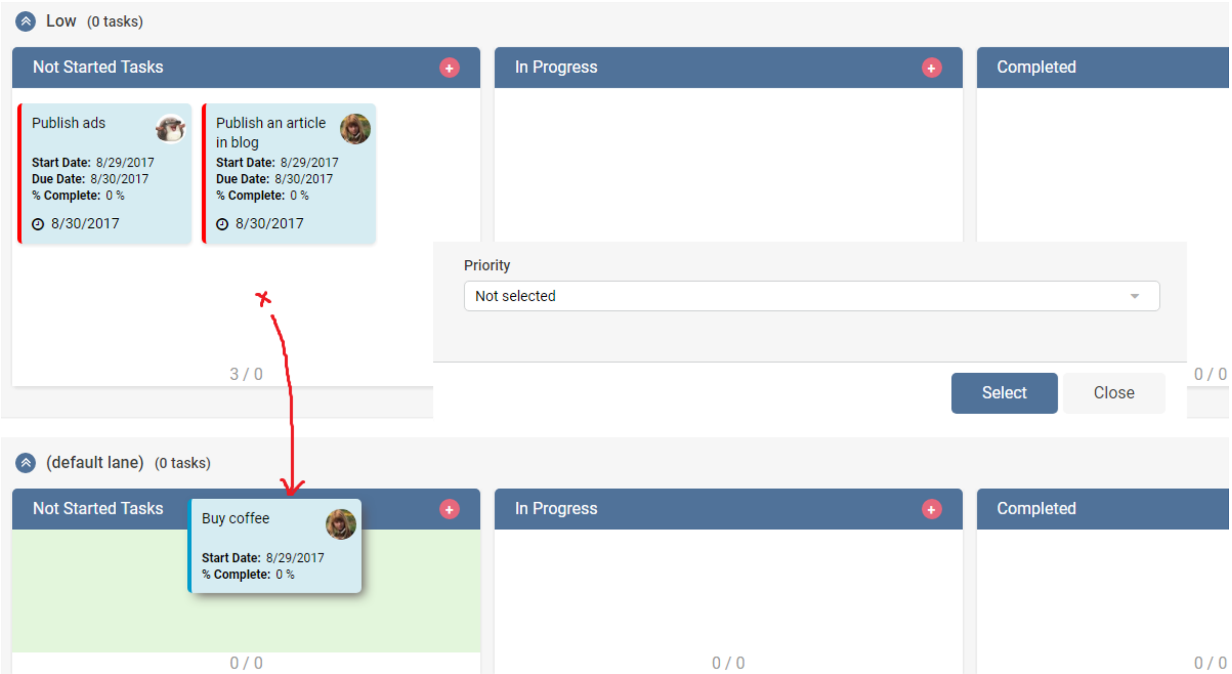
You can sort swimlanes manually, in ascending or descending order by title.



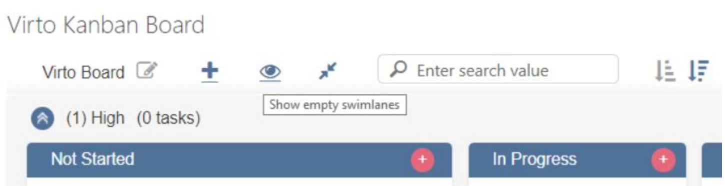
The first checkbox allows you to move a task between swimlanes. The task will change its status ("Priority", for example) in the source list as well.



The second checkbox option is intended to change task value after you move it to the default swimlane. If this checkbox is chosen, you should define a new value after moving the task or leave this field empty.



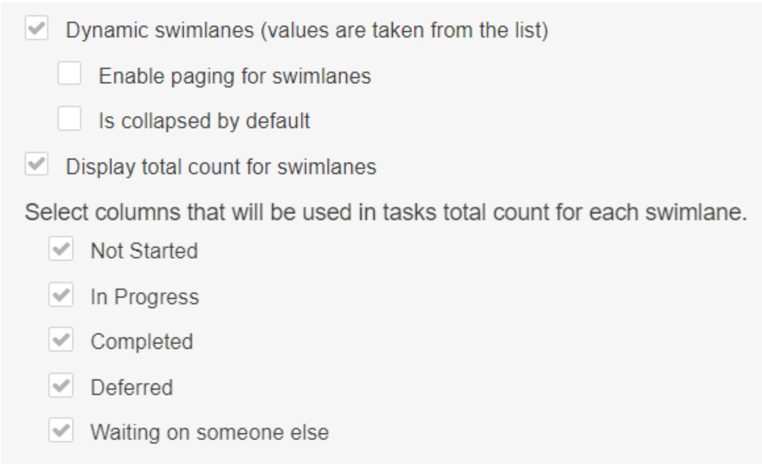
“Hide empty swimlanes” option hides by default all swimlanes that don’t contain any tasks at the moment. You may always show these swimlanes using “Show empty swimlanes” icon on the board header.



The “Separated columns scroll for multiple swimlanes” option allows you to scroll the multiple swimlanes separately.

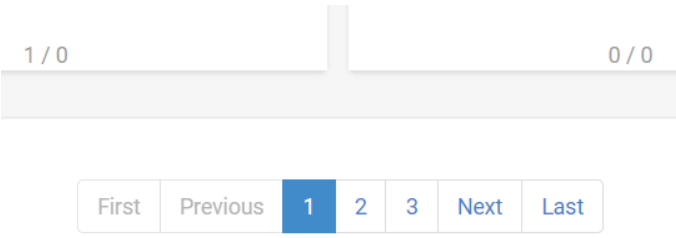
If you enable the checkbox “Dynamic swimlanes”, the values will be taken from the list without the ability to customize them. This feature may be useful, if the swimlanes set of your source list is changing often. In this case, you don’t have to change the swimlanes settings in Kanban Board and the swimlanes will be added or deleted automatically.

If you always use a certain set of swimlanes for this board, you may disable this option and customize the swimlanes more flexible.



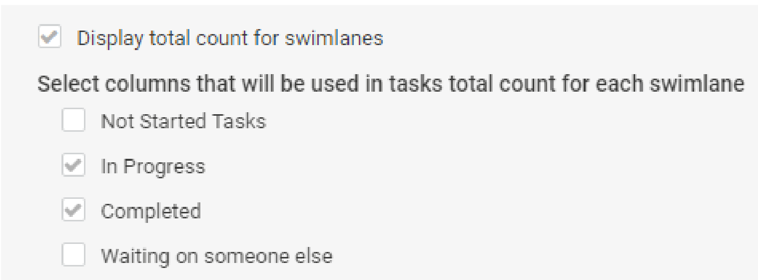
If you choose the “Dynamic swimlanes” checkbox, there are two more options displayed.

When you select dynamic swimlanes and select a list containing a large number of values used for swimlanes, you can enable paging (in this case, you will have 20 swimlanes on each page).

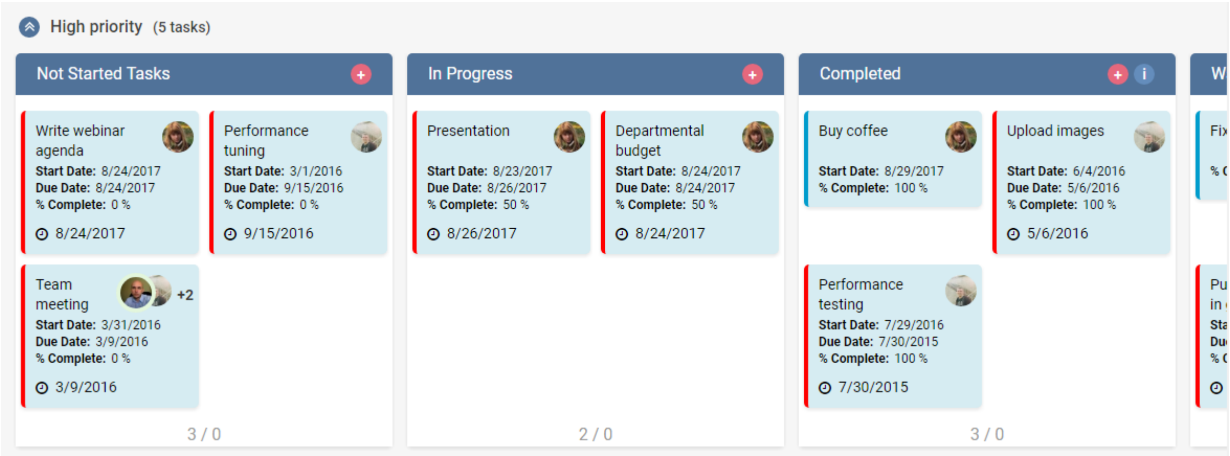


The second option “Is collapsed by default” allows to display all dynamic swimlanes closed.

Total count option for swimlanes allows you to count the number of tasks in chosen columns of a swimlane. You can check the required column to use them for calculating the total amount of swimlane’s tasks.



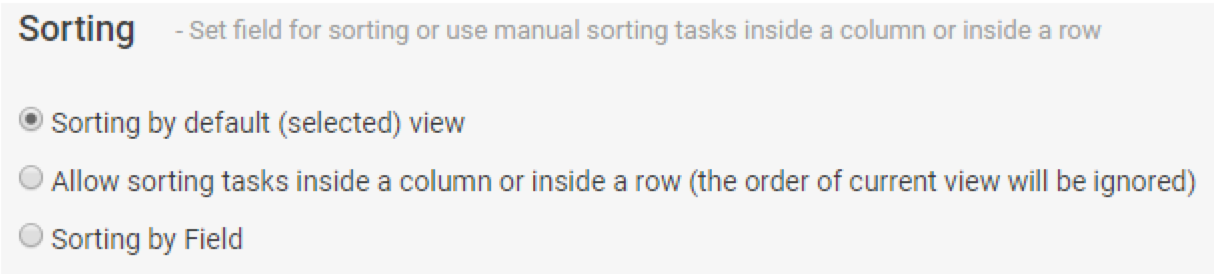
In the following example, the total count of tasks for “High priority” swimlane from the “In Progress” and “Completed” columns is 5. The column “Not started” was not included in calculation.



Sorting

You can apply the task sorting feature to change the order of tasks inside of a column or a row. Sorting by default actually means sorting by selected list view.

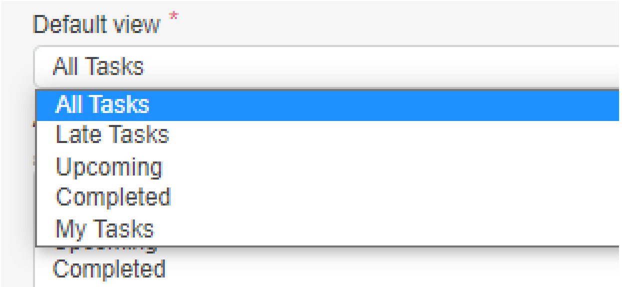
“Allow sorting tasks” option is used for custom sorting. The tasks will appear in the order you put them in a column manually with the drag and drop feature.



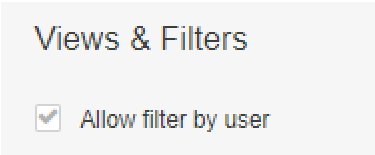
“Sorting by field” option allows you to arrange tasks according to data in a field (for example, a date or task name). You can sort tasks in descending or ascending order.

Views & Filters

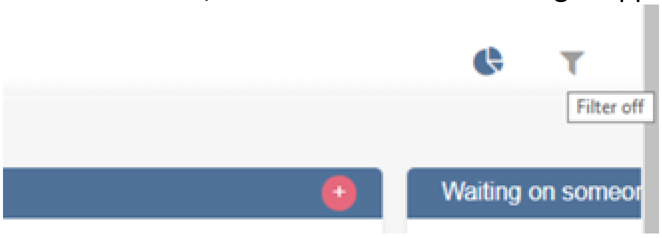
You can choose list views for each list to filter tasks on the board.

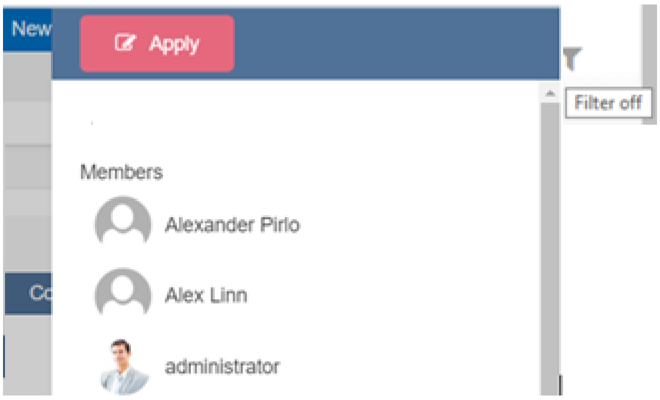


If you enable the “Allow filter by user”, user filter will be added to the “Filters” block.

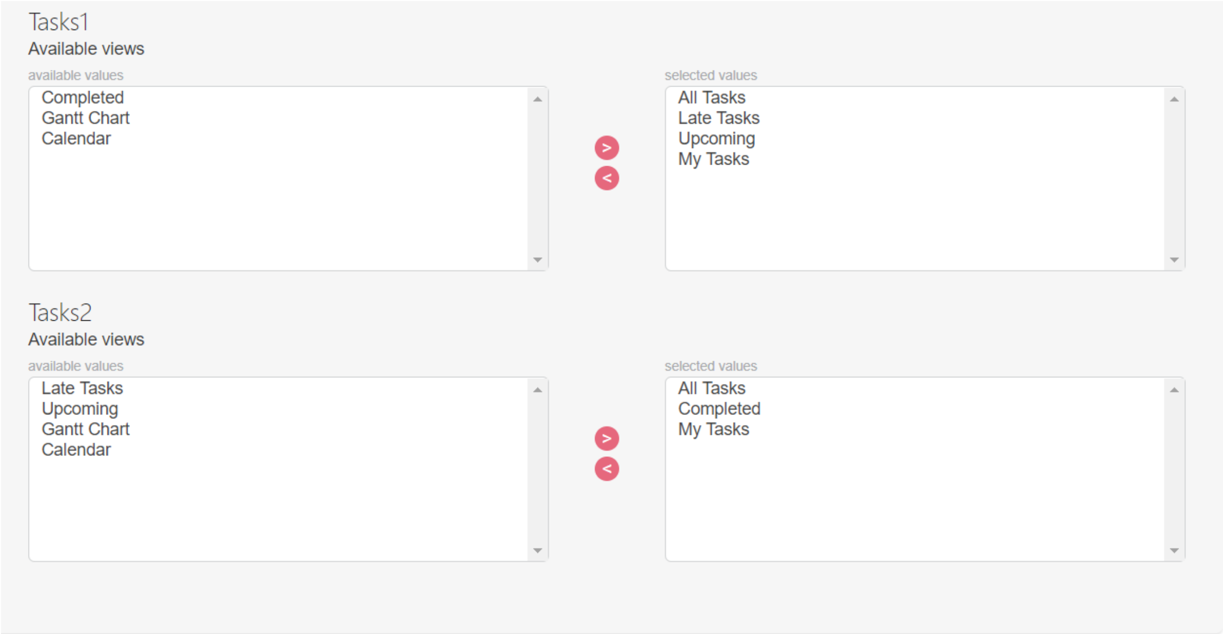


Click “Filter on” / “Filter off” button in the right upper corner to display or create filters.

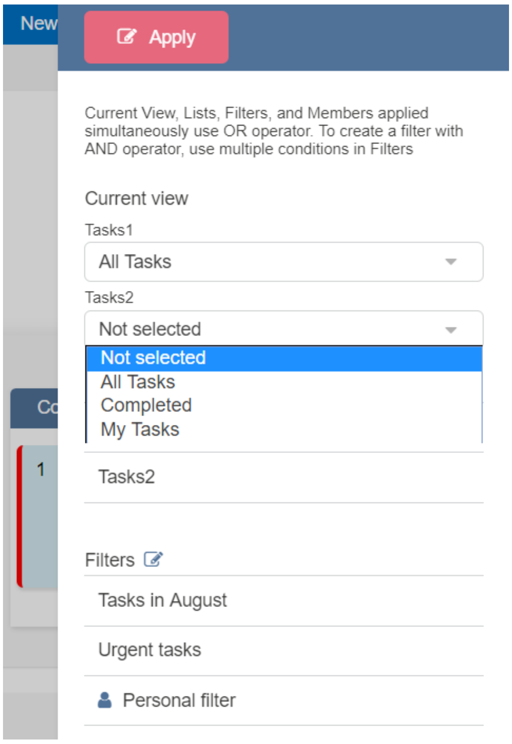




You can also select a set of view filters for each list.



To apply the filter, click "Filters" on the Kanban board. Then choose a filter for a list and click "Apply".

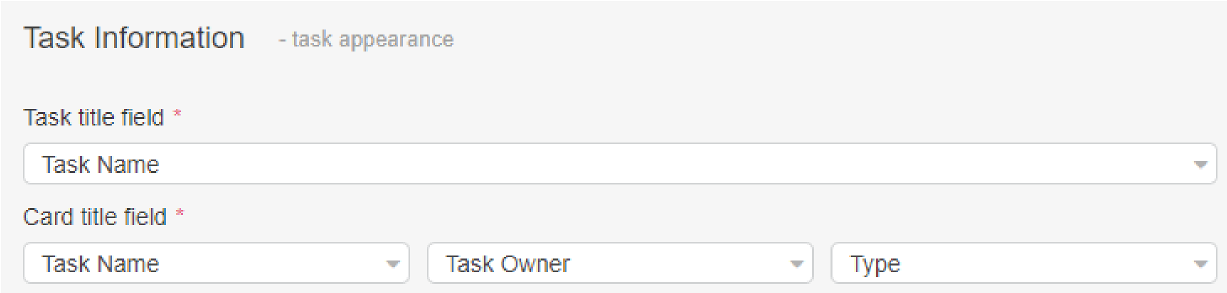


Cards Setup

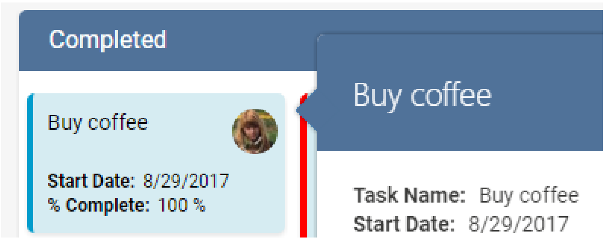
Task Information

In this section, you can customize the task information and card appearance.

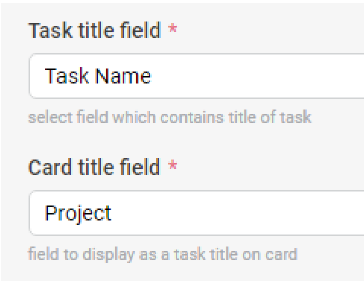
Select a field displayed as a task title. You can add any list field to display it on the board (for example, project name).

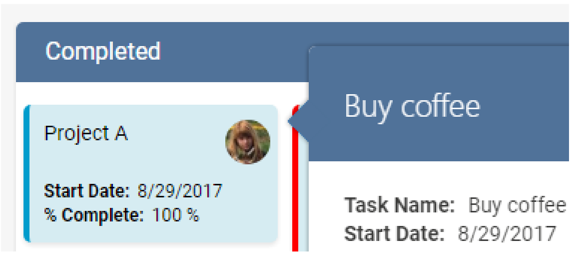


In this example, the task title field of the item and the card title field chosen for displaying on task body have the same list field.

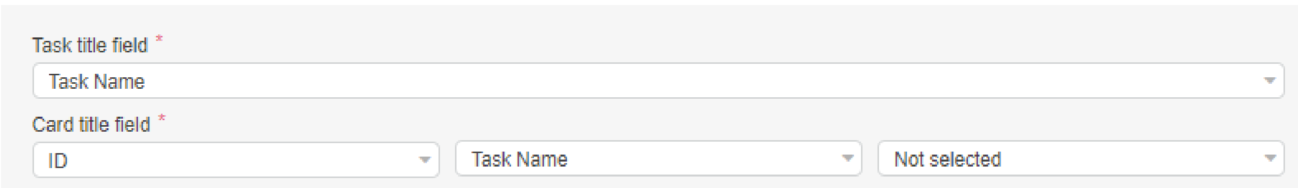


In this example, the task title field of the item is an actual task name. And the card title field for displaying on task body contains the value from the “Project” column (the custom column added to current Content Type).

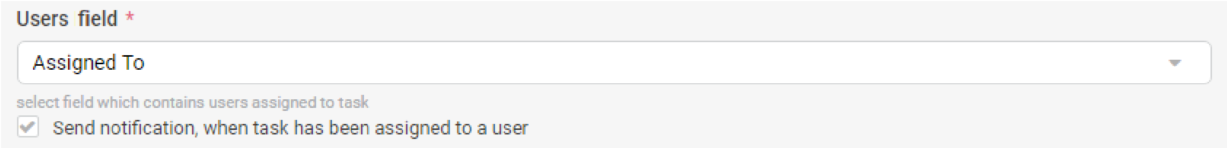




You can use 3 different fields to be displayed on the card title.

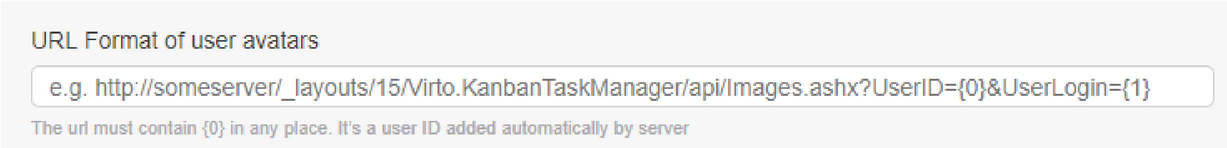


You should select a field containing users assigned to a task.

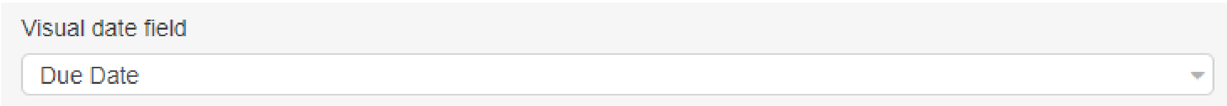


You can apply user notification feature. If you select the “Send notification, when task has been assigned to user” checkbox, users will receive email notification when they are assigned to a task.

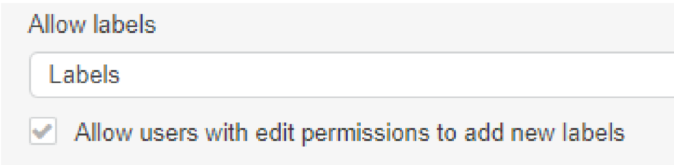
It is possible to select an URL format for user avatars (SharePoint avatars or default pictures).



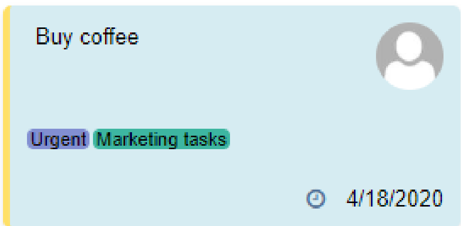
You can add a date field on Kanban cards. For example, highlight overdue tasks on your board. Select the “Due Date” field of task, it will be displayed in the top right corner of a task.



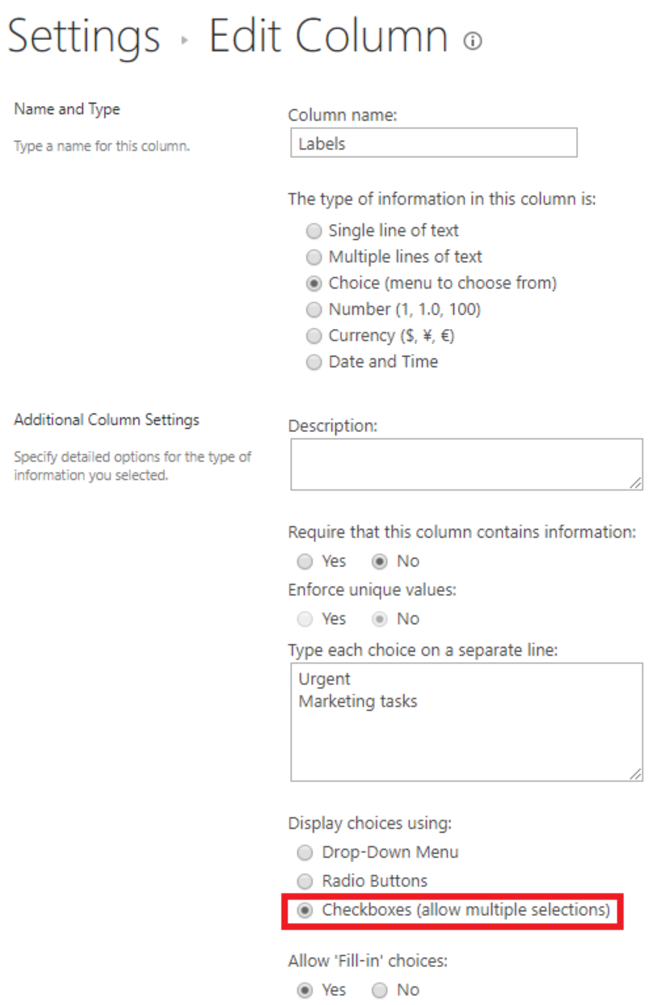
SharePoint Kanban Board allows you to use labels: color-coded tags on Kanban cards. Enable this option to categorize tasks on the board.



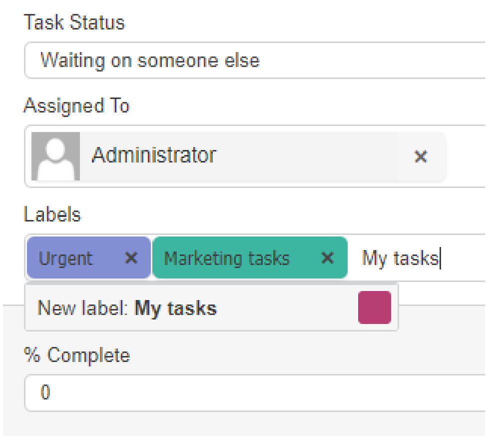
When you create a quick board, the system creates a task list with a default field used for labels. You can change them later.



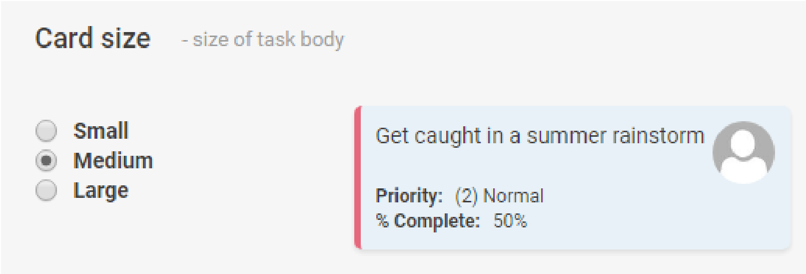
Otherwise, label values can be taken from a custom multichoice column added to your Kanban list.



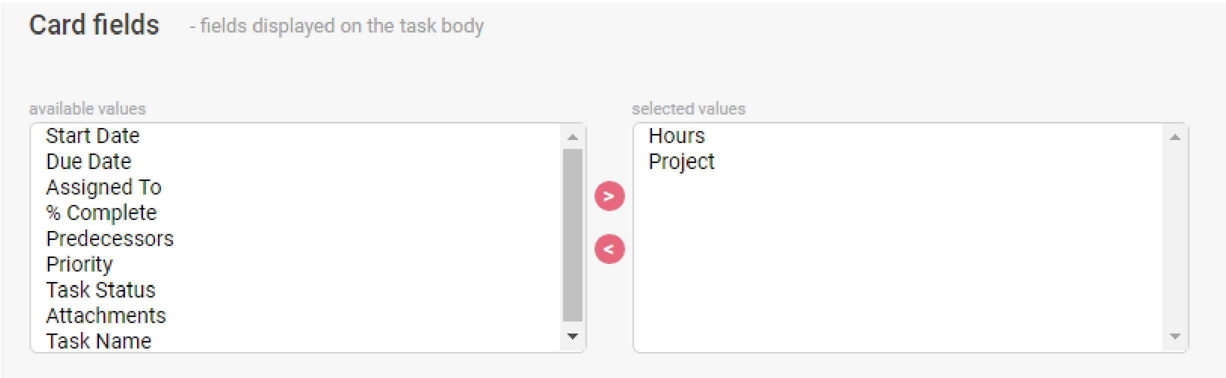
You can also allow users with edit permission (selected in Kanban Settings > Advanced Setup > Permissions) to create and edit labels (values from multichoice column). You have to add Labels column to Kanban card edit form to manage values and colors.



You can select small, medium, or large task size to match the board design.



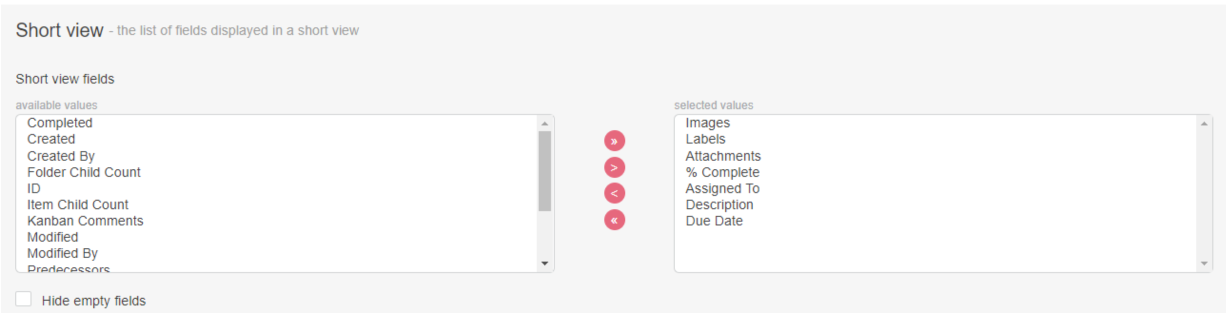
Next setting allows you to define the set of fields displayed on a task body. You can select certain fields to display for each list. As you see, you decide which data you need to display on the cards of your board.



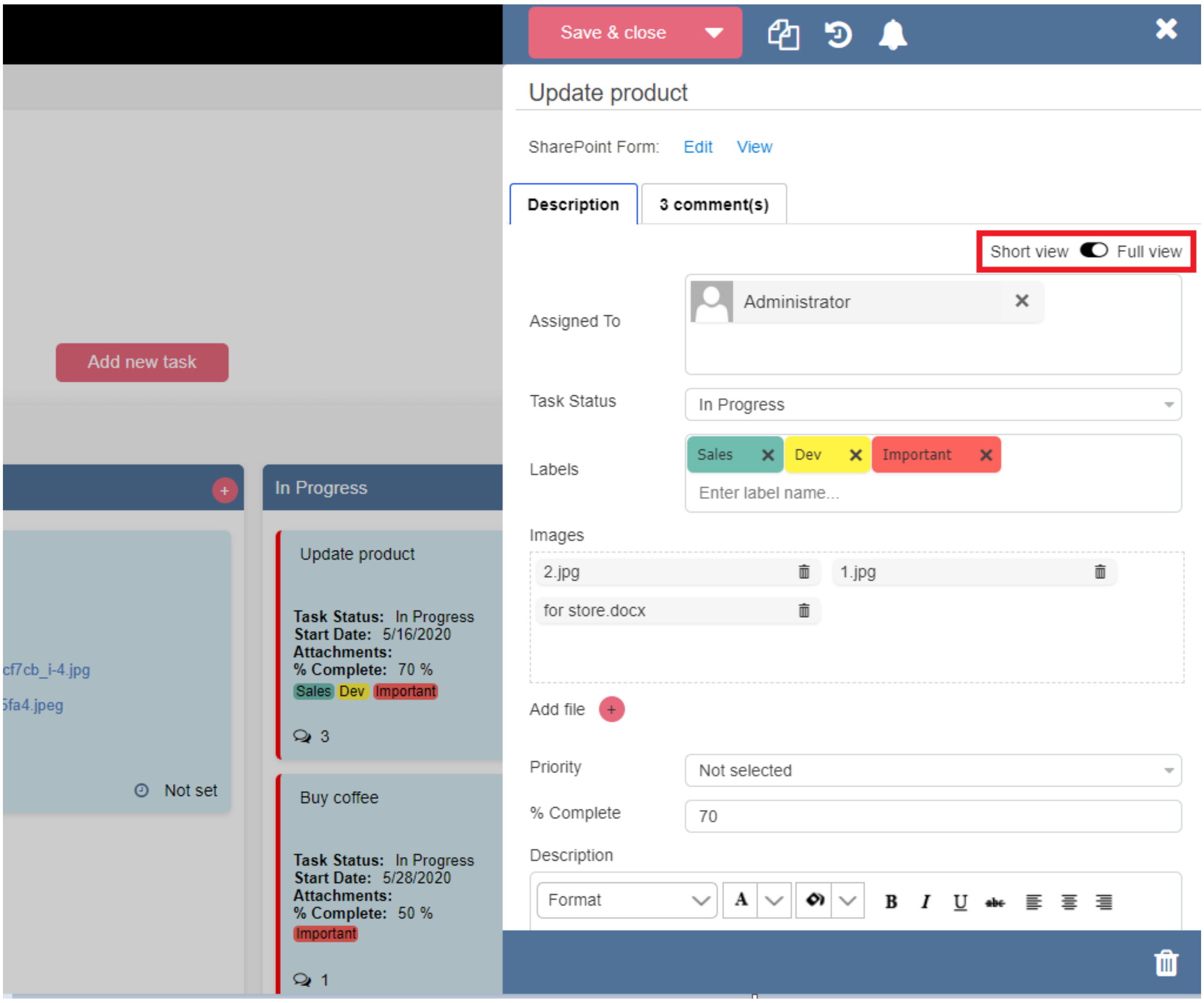
Note: *Rich text and multiple lines fields are not supported on the card view, you can display them in the tooltip.*

Short View

The short view is a group of fields, which appear in task pop-up window (tooltip). You can change the fields order in full form, if you select a field and move it up or down in list with arrows.



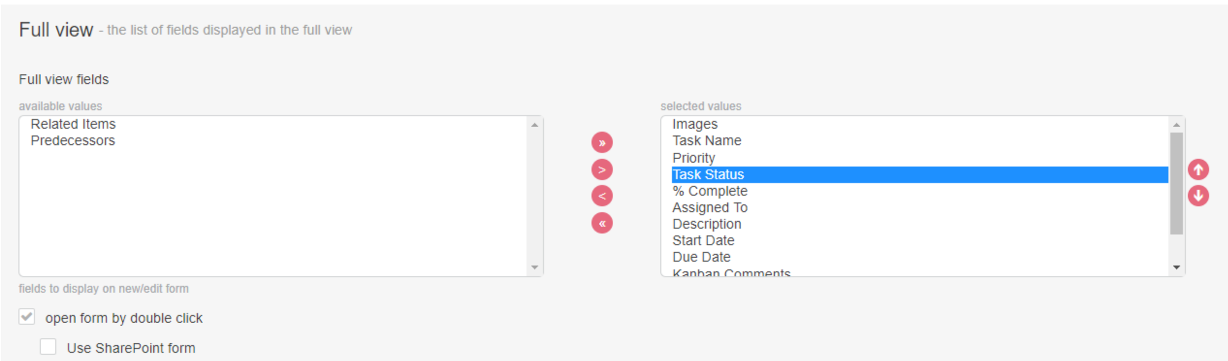
When you click on a task, you see the short view. You can switch to the full view from here. Full view is a create/edit form of a task.



Full View

You can adjust the create/edit task form and choose list fields to display in this form.

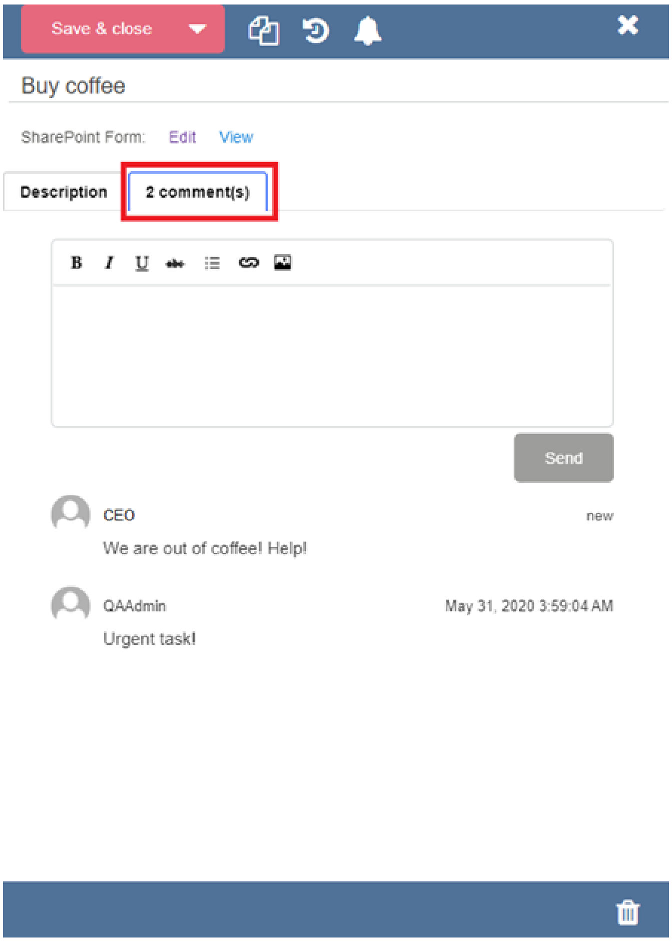
The checkbox allows you to set action: open the form by a double click on the task. You can change the order of fields in the full form, if you select a field and move it up or down in the list with arrows.



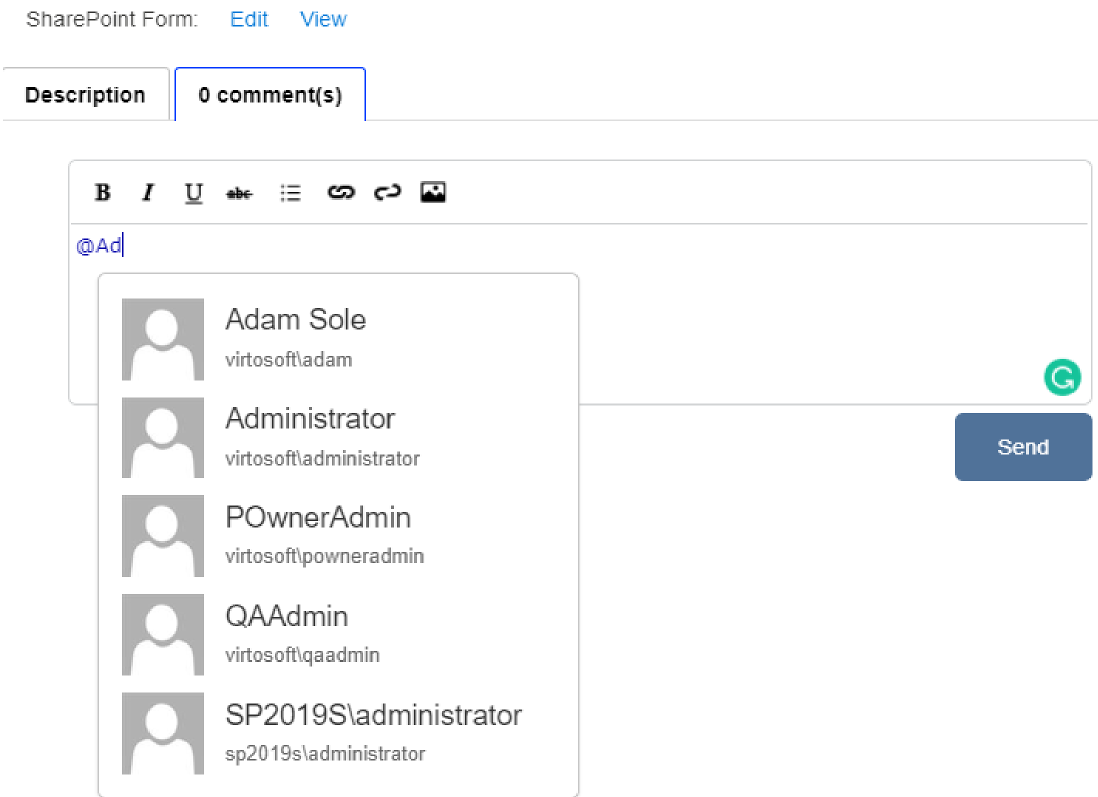
Comments

You can add comments to your tasks. When you create a quick board and a new list is created, it has the “KanbanComments” field by default. In other case, you have to add this comments column to your list manually.

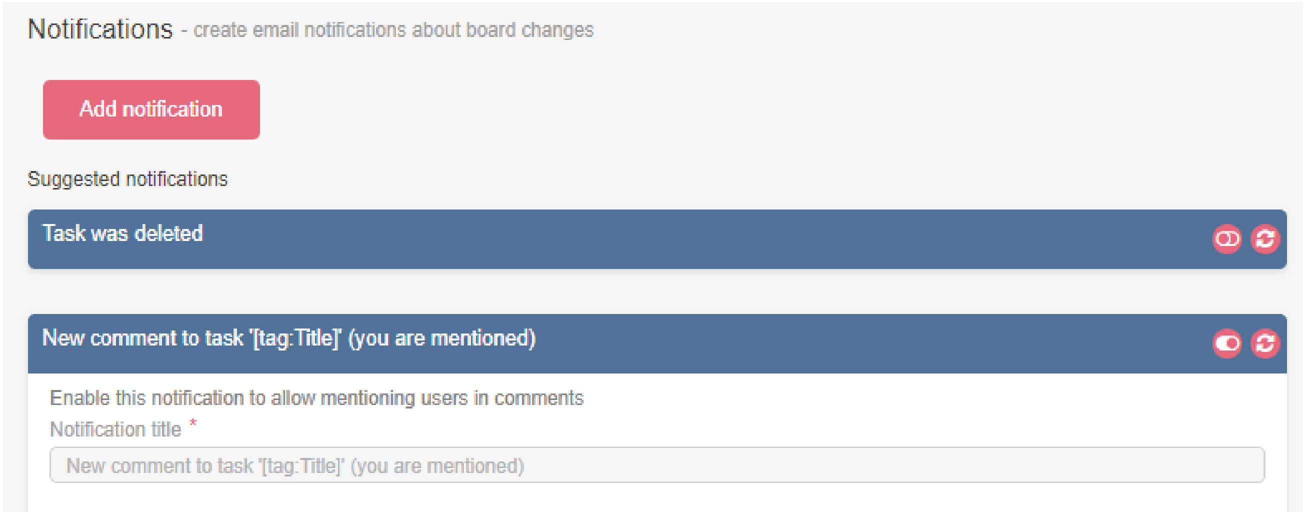
Comments are available in a task’s short view form. Click on a task and switch from the “Description” tab to the “Comments” tab.



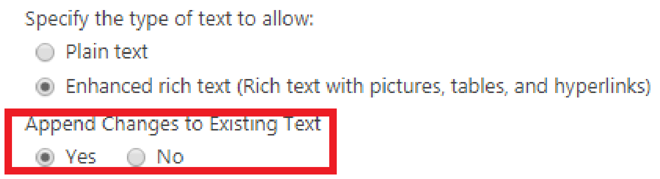
You can mention a user in comments if you type @username. The default comments notification should be active in the Kanban Settings.



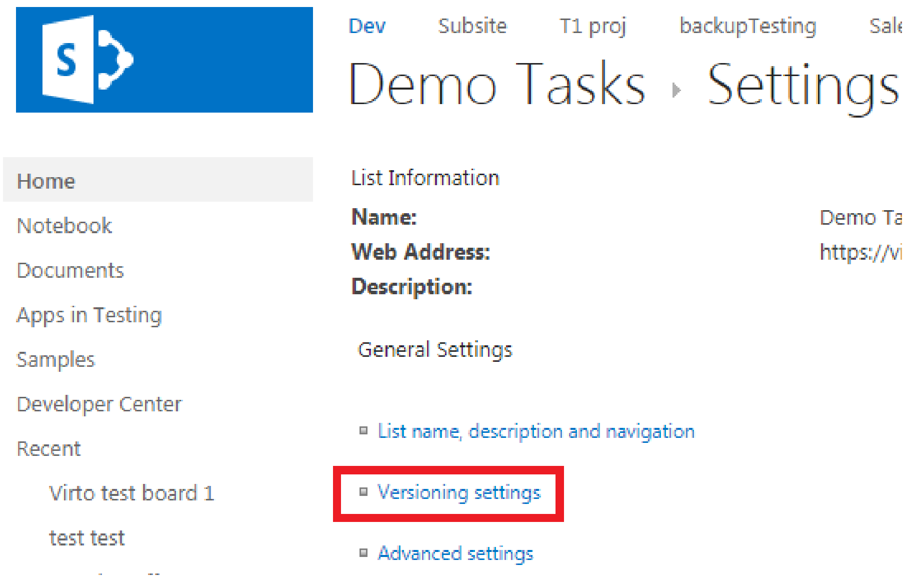
Selected person will receive notification about comment to the task, where he or she was mentioned. To enable this feature for the board's users, you need to activate relevant notification in the board settings (Advanced Options -> Notifications -> Suggested Notification Rules).

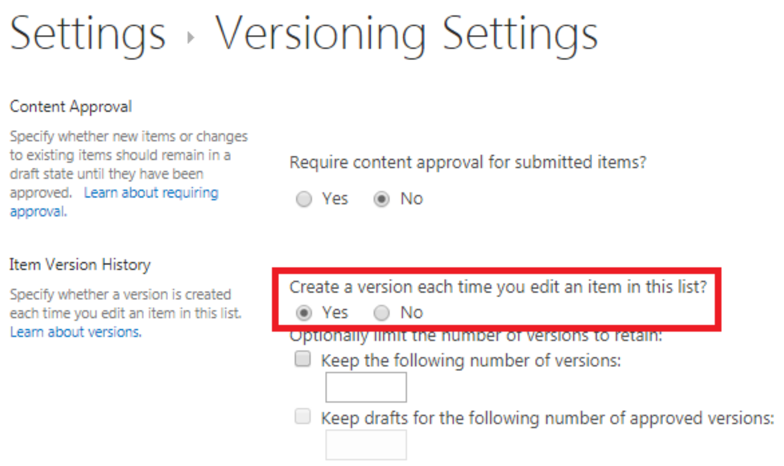


Before you select a field for comments, you should create a custom "Multiple Lines Of Text" type column added to the selected content type of your Kanban list. The column should have the checkbox "Append Changes to Existing Text" enabled.



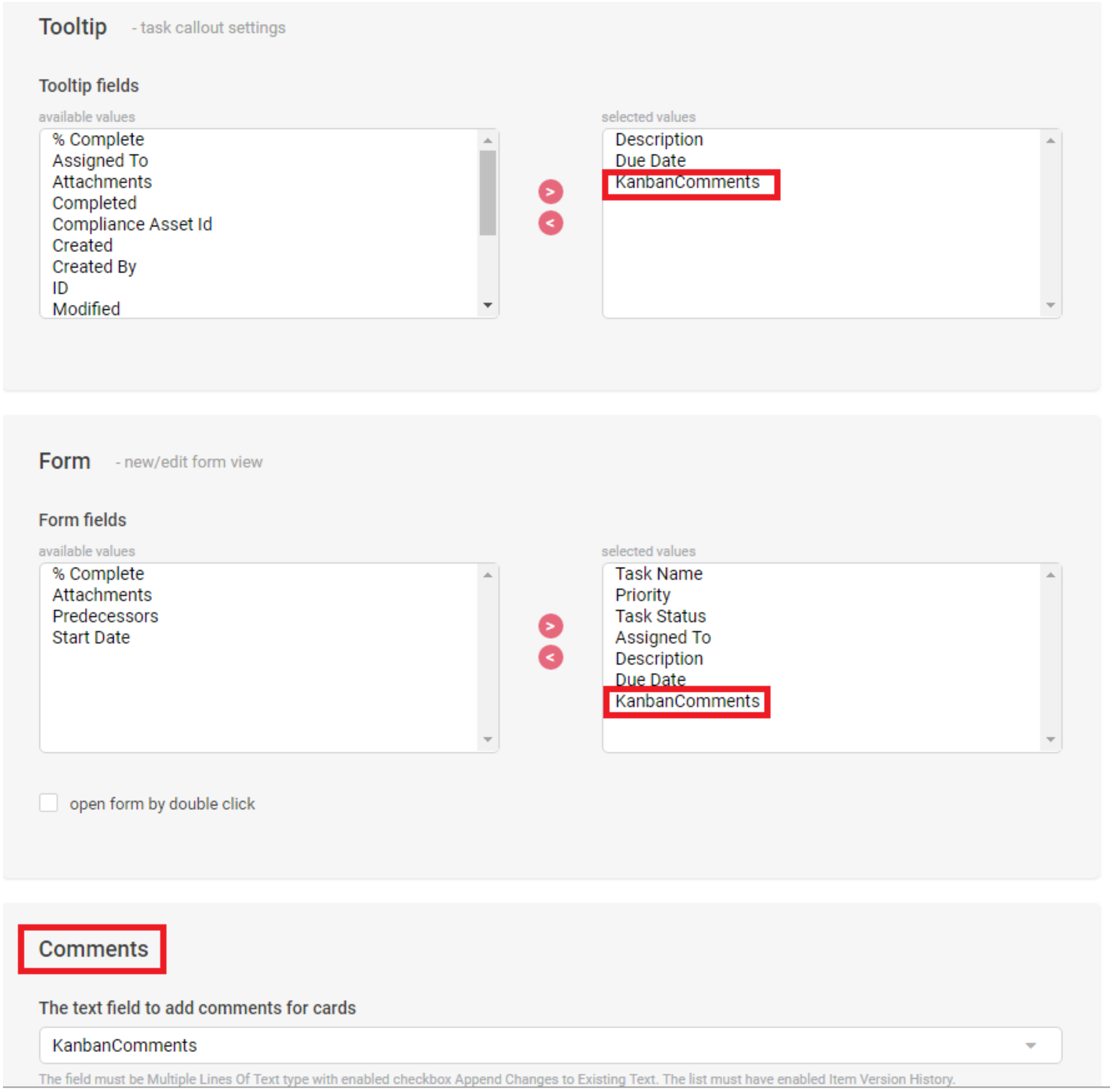
Please also check you that the list versioning settings are enabled.



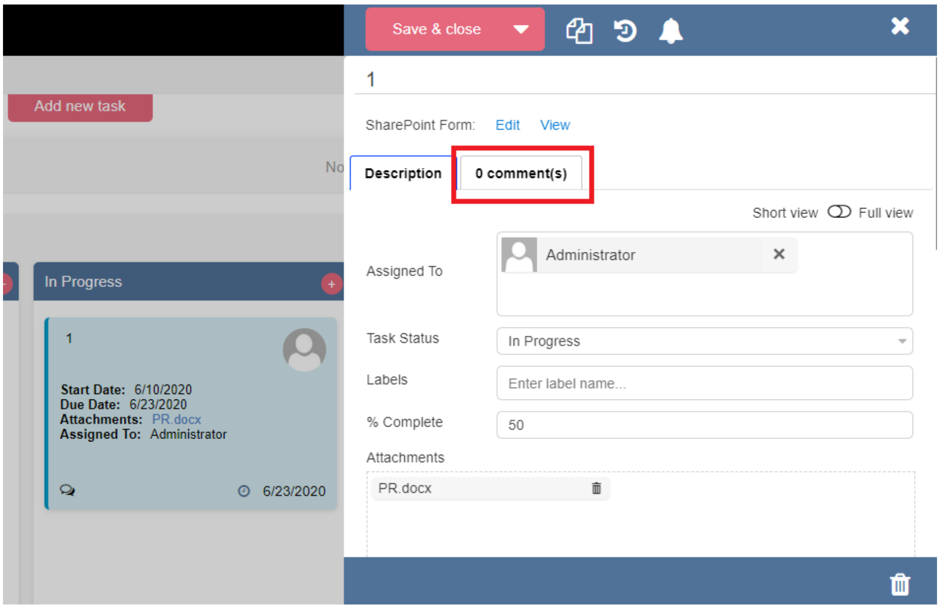


Now, you can select the field for comments in the “Cards Setup” tab of Kanban Board and add it to the short and full view.

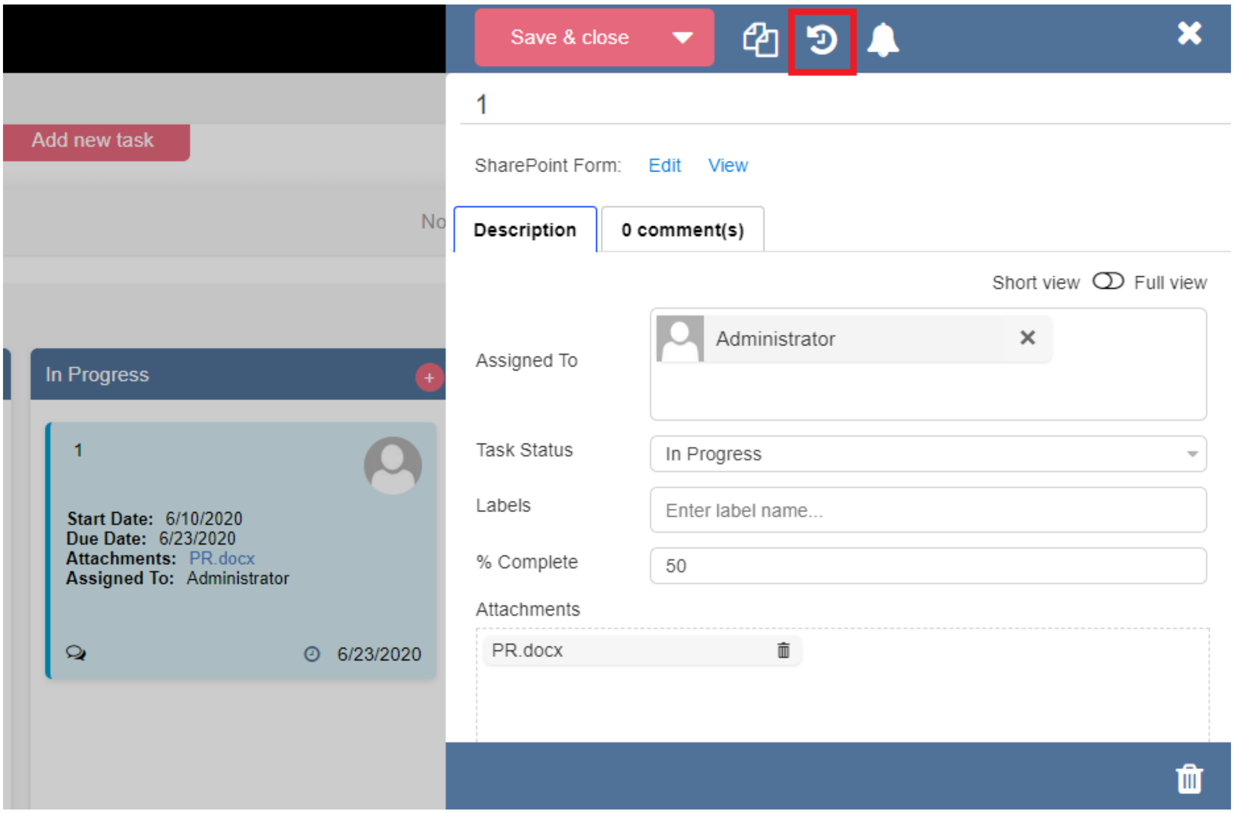
In the example, a custom column “KanbanComments” was added in Kanban settings.



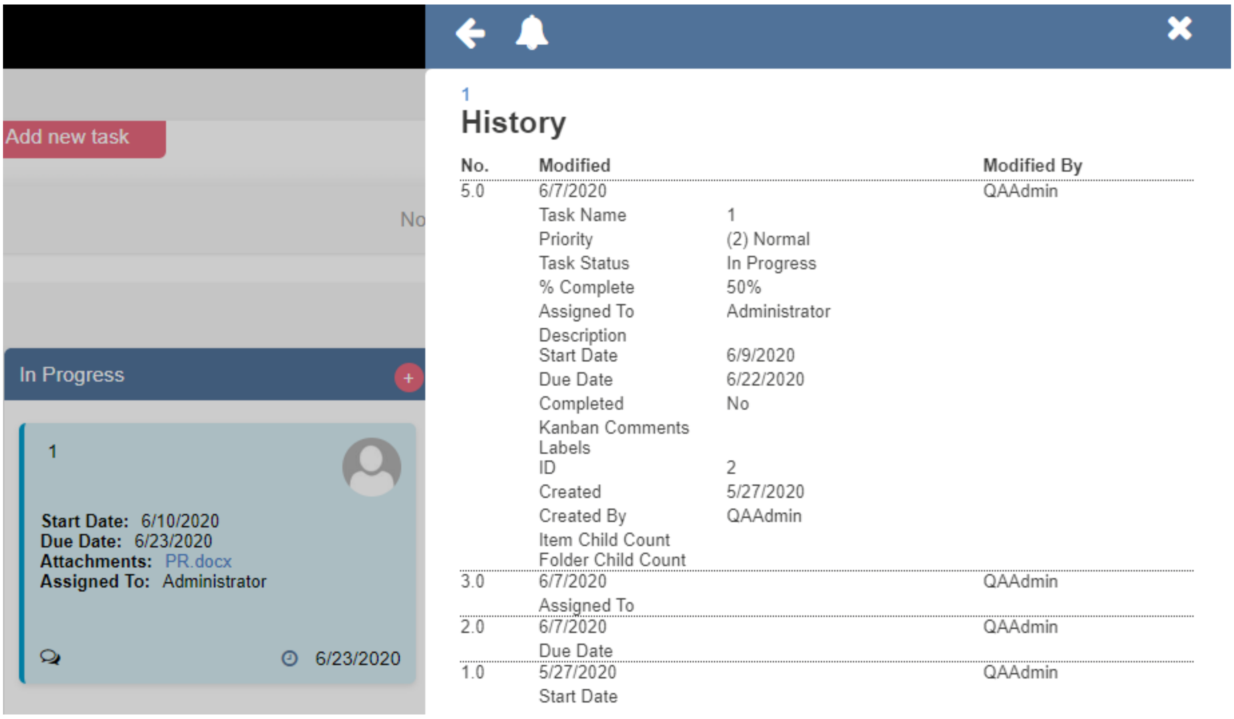
Now, the comments are available in the task short view.



Note: the Item Version History option must be enabled in list versioning settings.



This way, you can track the task history and see all its changes.

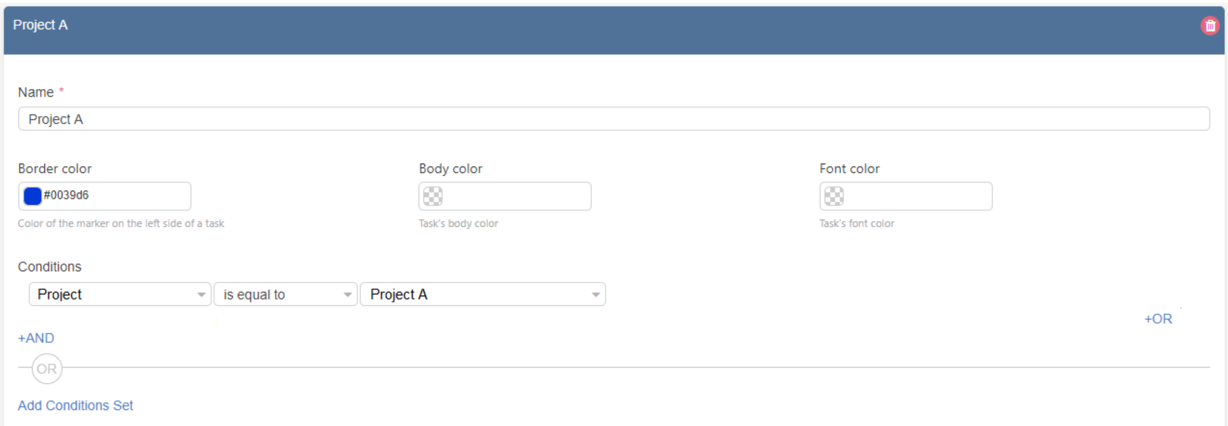


***Note**: neither task and board history display the changes of attachments and pictures.*

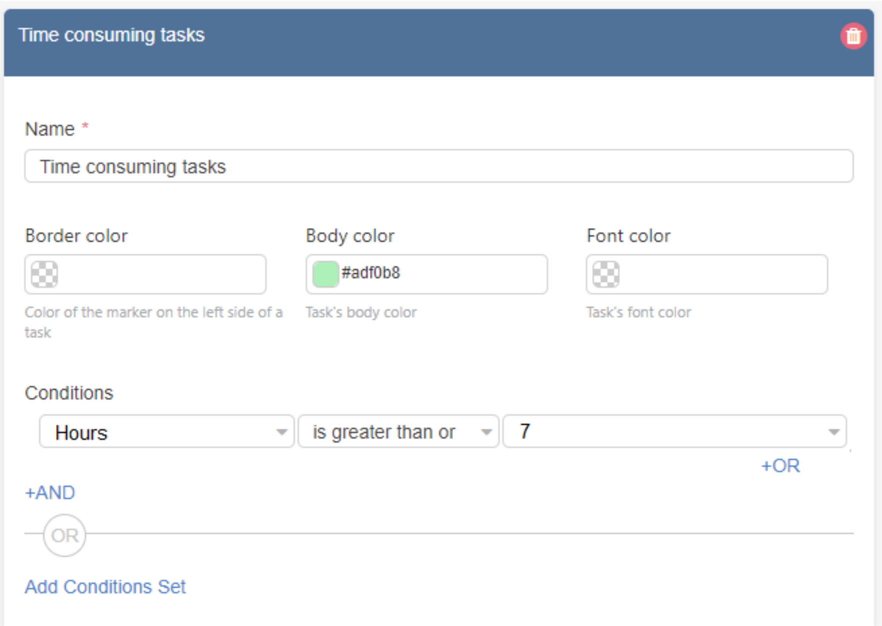
Styles

You can specify task card colors: body color, border color, and font color.

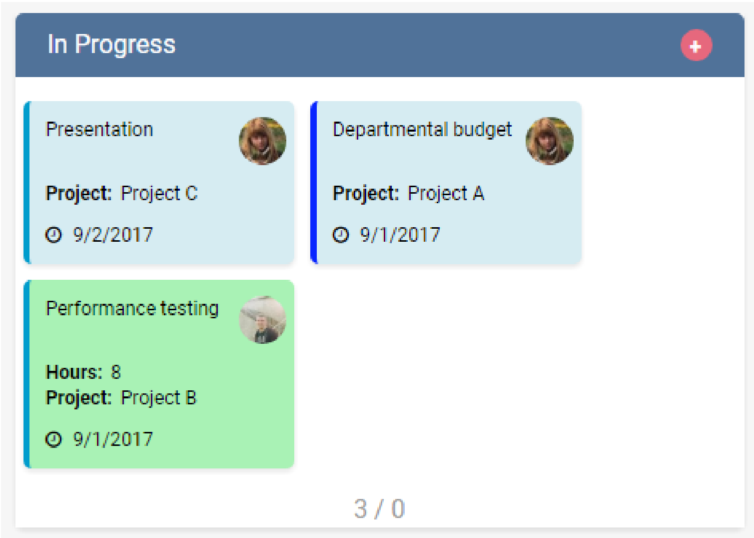
You can define custom conditions and color-code tasks according to a condition rule. To create a condition, click "Add style rule". In the first example, the deep blue border marker is applied to all the tasks from “Project A”.



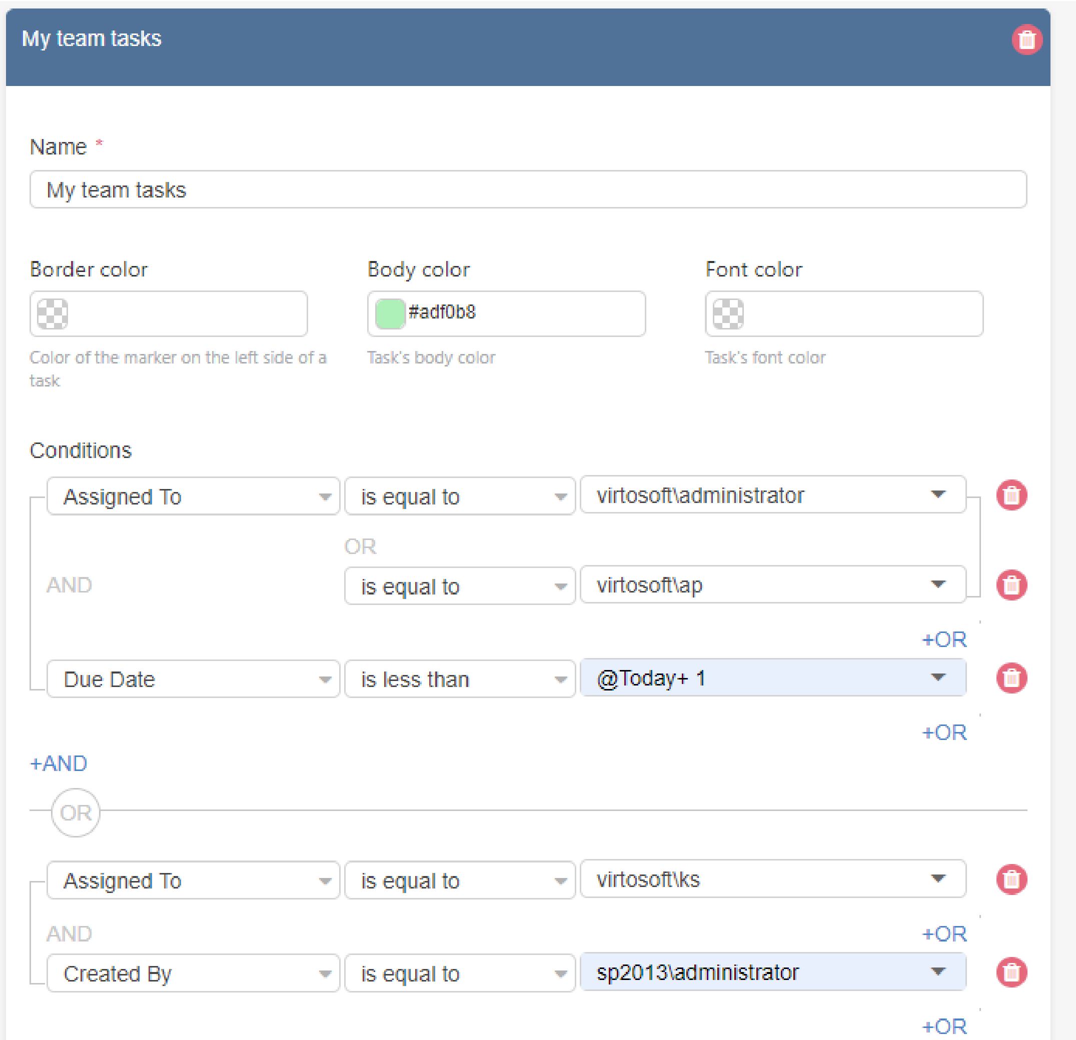
In the second example, the green color marker is applied to body color of all tasks lasting longer than 7 hours.



If the condition is true for a task, it will look like on the screenshot below.



You can create another condition by clicking "And" or delete condition by clicking trashcan icon.

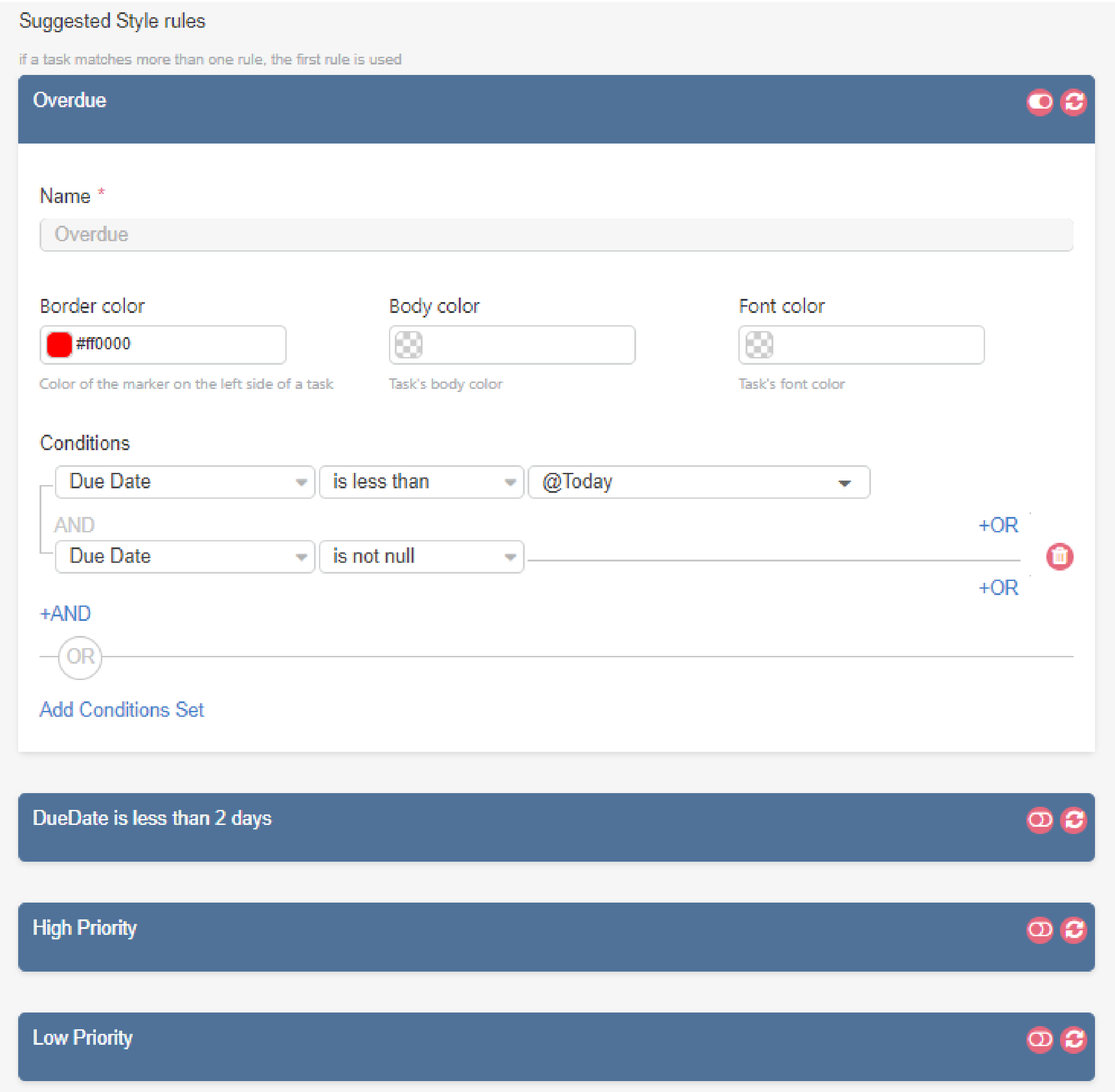


If you select multiple lists to be displayed on this board, you can apply the list filter and create a specific condition for a particular list.

Note: *if you create more than one style rules and a task matches more than one rule, only the first rule will be applied.*

Note: *you can use drag and drop feature to place one of the created rules above the other rules and make this first rule prioritized.*

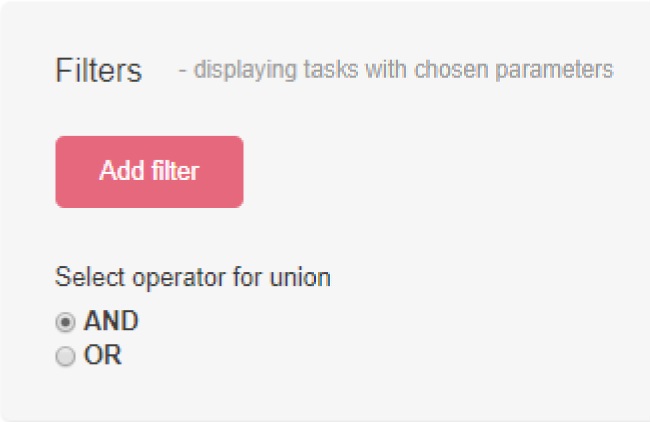
There are four default styles in the current Virto Kanban Board version. You can deactivate or enhance them with additional information (use red reset button to apply new rule).



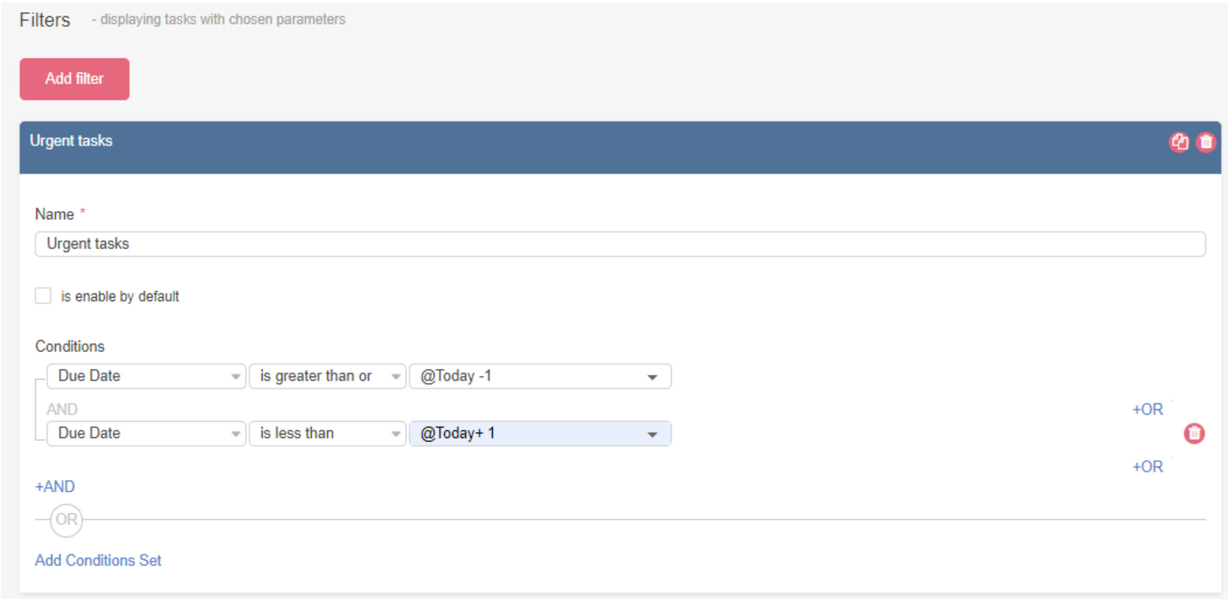
Advanced Setup

Filters

You can adjust filters for tasks. There are 2 possible operators used to combine filters. In other words, you can create a complex multi-conditional filter with AND/OR operators included and apply only this filter or create simple filters that will be united by default, if you use AND or OR operator.

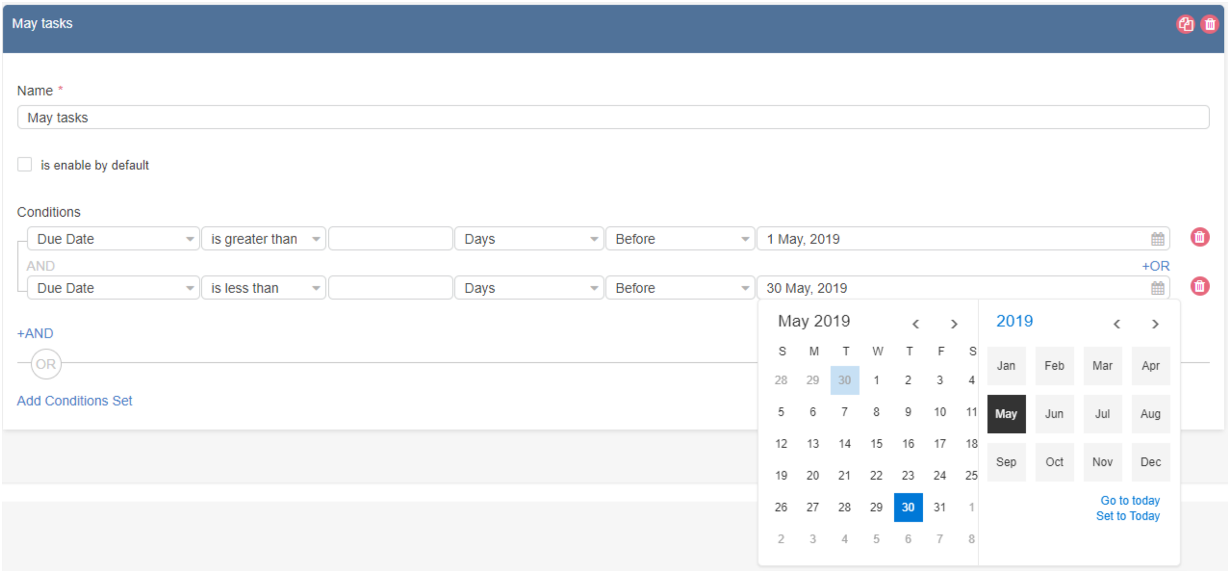


Click “Add filter” and define custom conditions. Check the box “enable by default” to apply the filter to default board view.

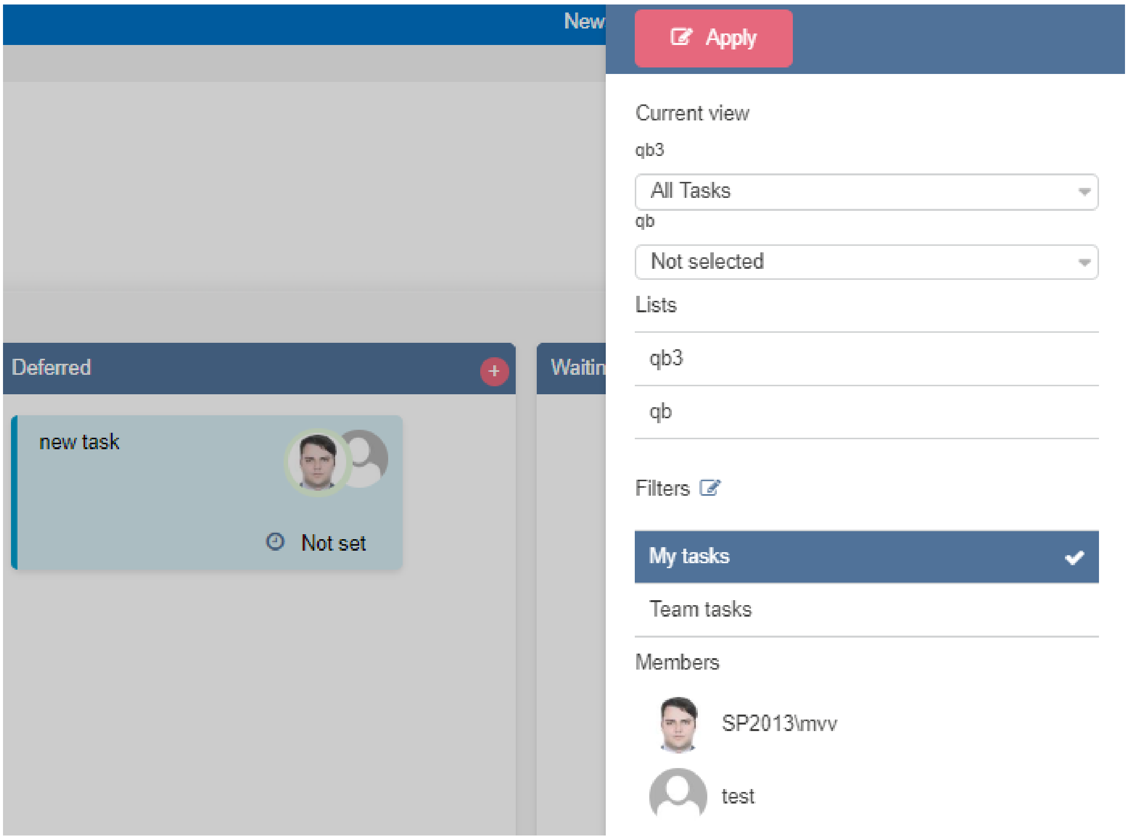


The date filter allows you to choose the date range manually. Today +1 is tomorrow, Today -7 is a week ago, etc. You can change “-” to “+” and type any other number of days.

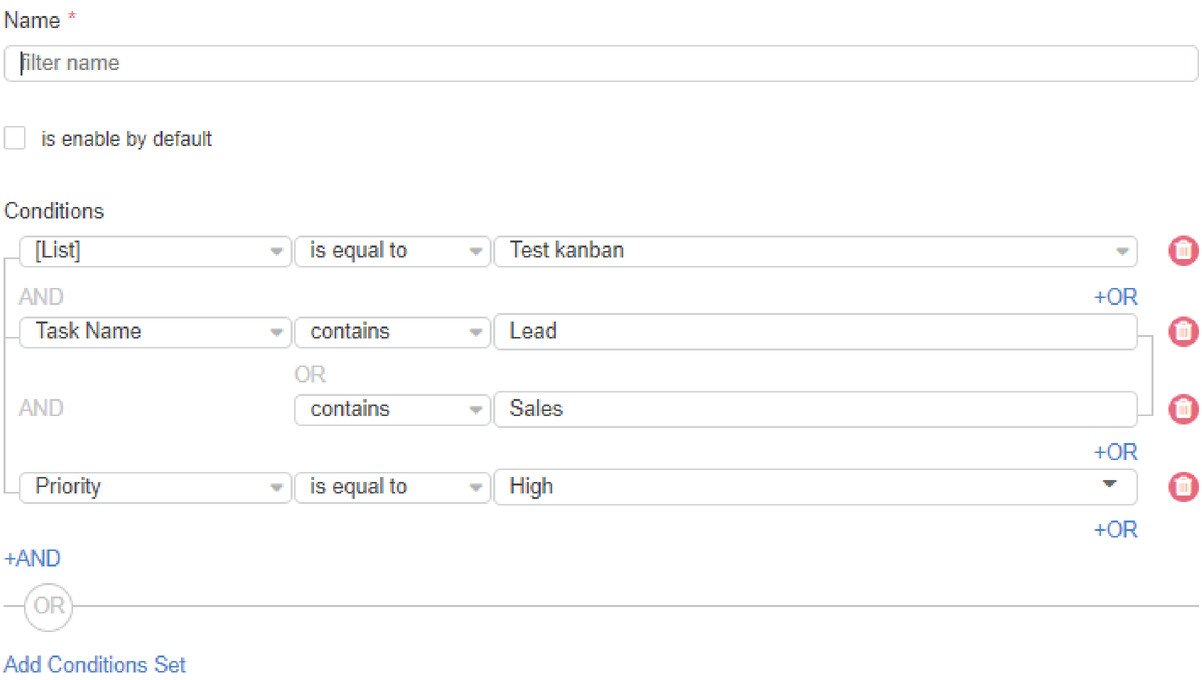
“Calendar” option allows you to define a certain date from the date picker to use it as the filter conditions.



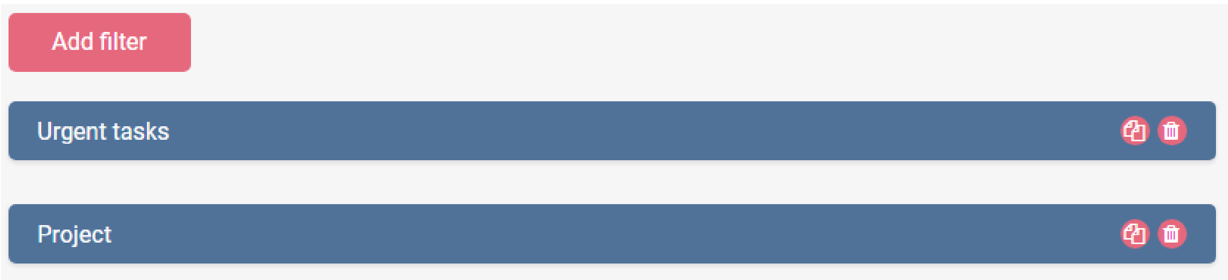
To apply created filter, click "Filters" on the board and choose a filter. Then click "Apply".



If you choose multiple filters, there will be shown all tasks, which fit the selected filters. If you will make a precise sorting, you should use several filter conditions in one filter. Just click "Add condition" and create a new sorting option for the same filter.



You can copy or delete a filter, using the icons in the right top corner of the filter.



Note: *When you use 2 or more lists on a board and select a common column to create a condition, please note, that only the columns with the same internal name are available to select in the filter dropdown.*

Notifications

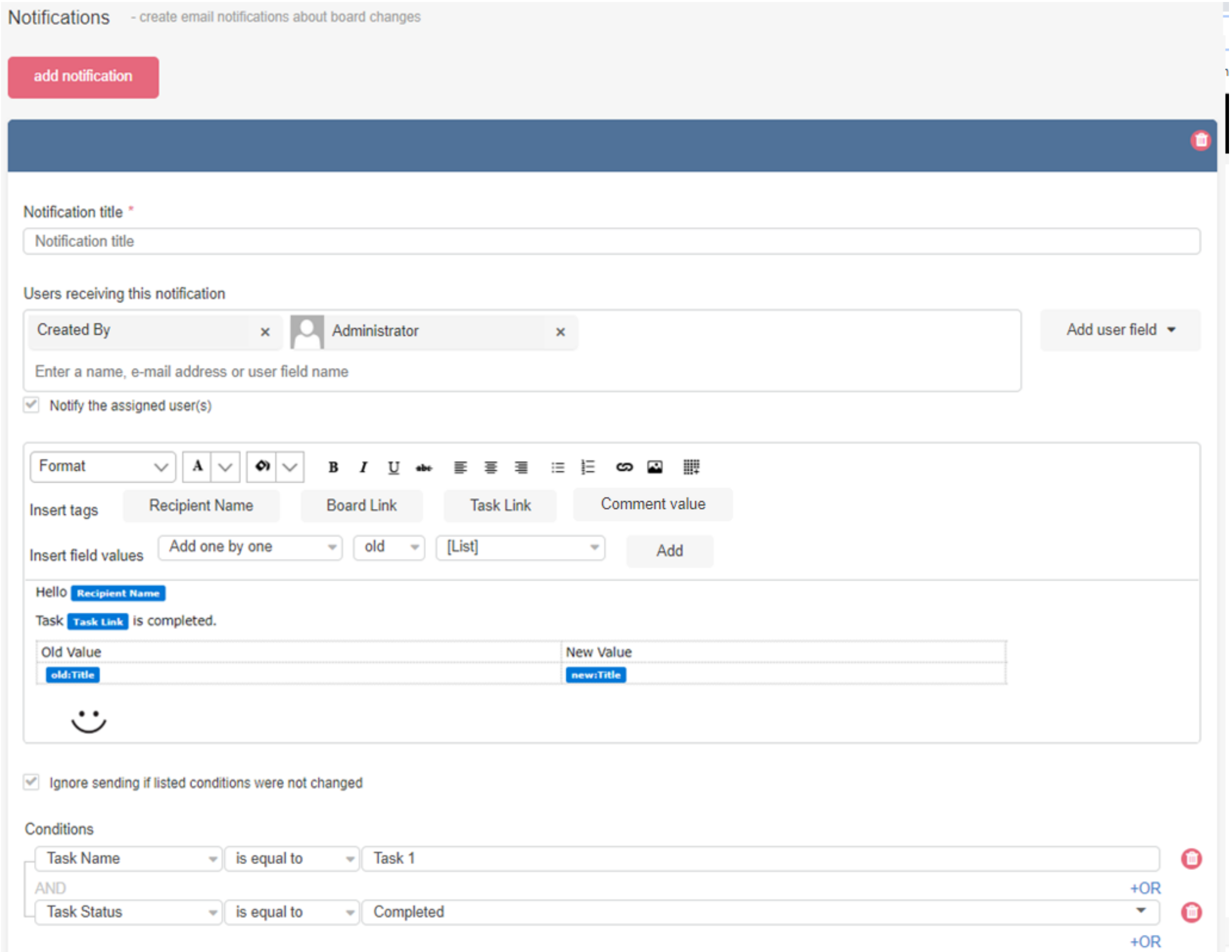
You can create email notifications concerning any Kanban board changes. Define the conditions and users, who will receive email notifications about these changes.

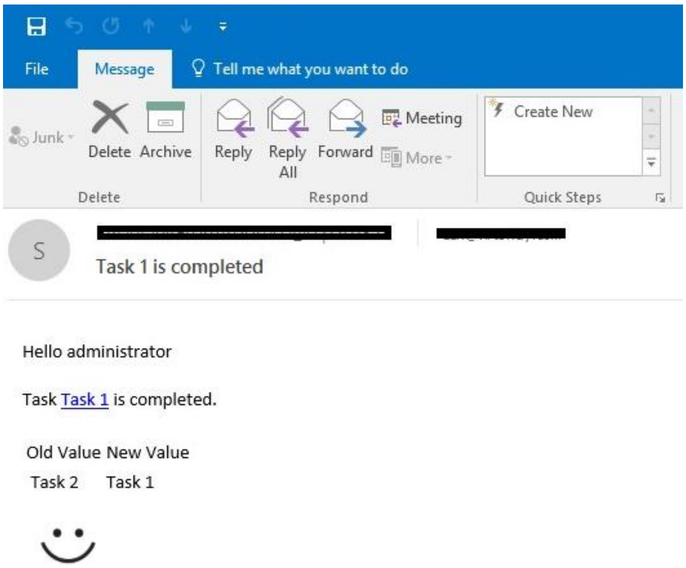
In the following example, 1 user will receive notifications when the “Task 1” task is completed.

You can define the Notification title, which is also used as an email title. Then, you can customize the email body: add text, links, pictures, tables, tags, and track the changes of old and new field values.

It’s possible to include in the email task values presented as tags: Recipient Name, Board Link, Task Link, Comment value. These tags will be replaced in email with actual information taken from tasks. For example, the “Recipient Name” will be displayed as a username of a receiver.

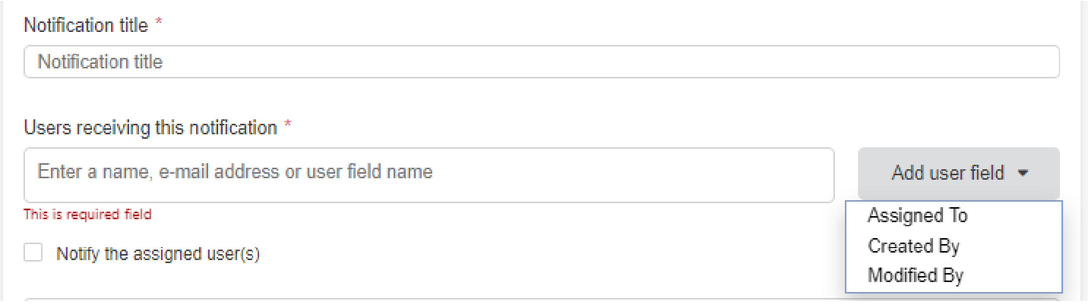
The conditions are the same as in the filters section described above.



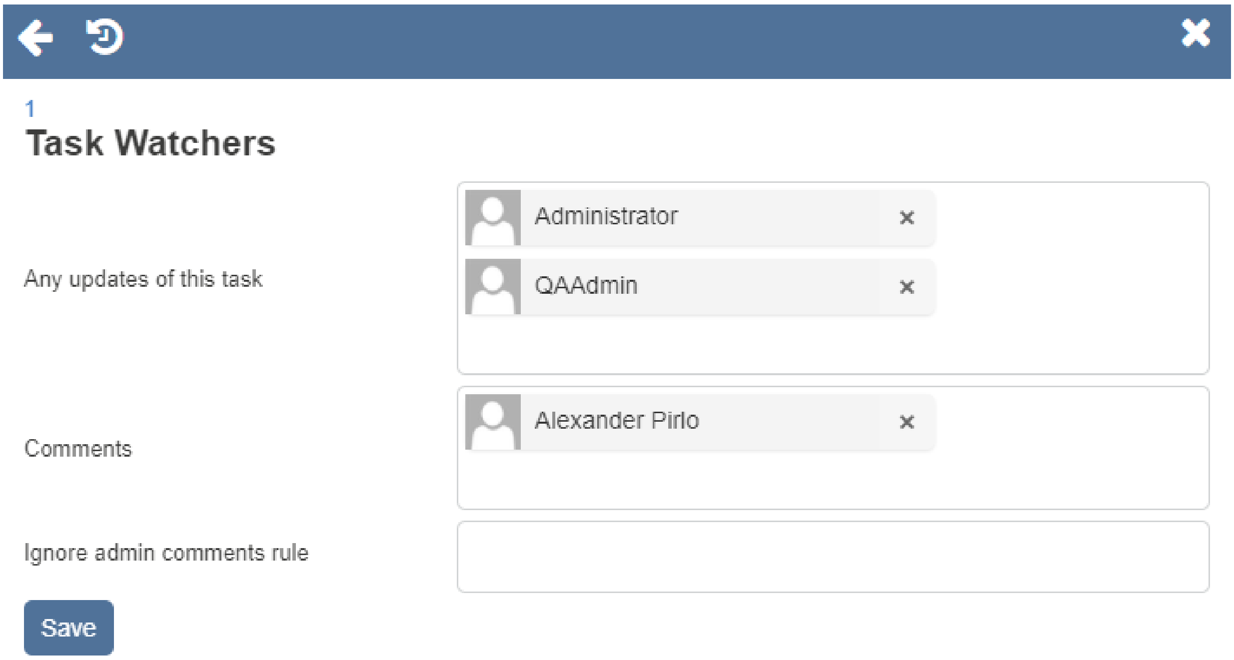


Note: *When you use 2 or more lists on a board and select a common column to create a condition, please note, that only the columns with the same internal name are available to select in the condition dropdown.*

You can also choose a user field for a recipient of the notification.

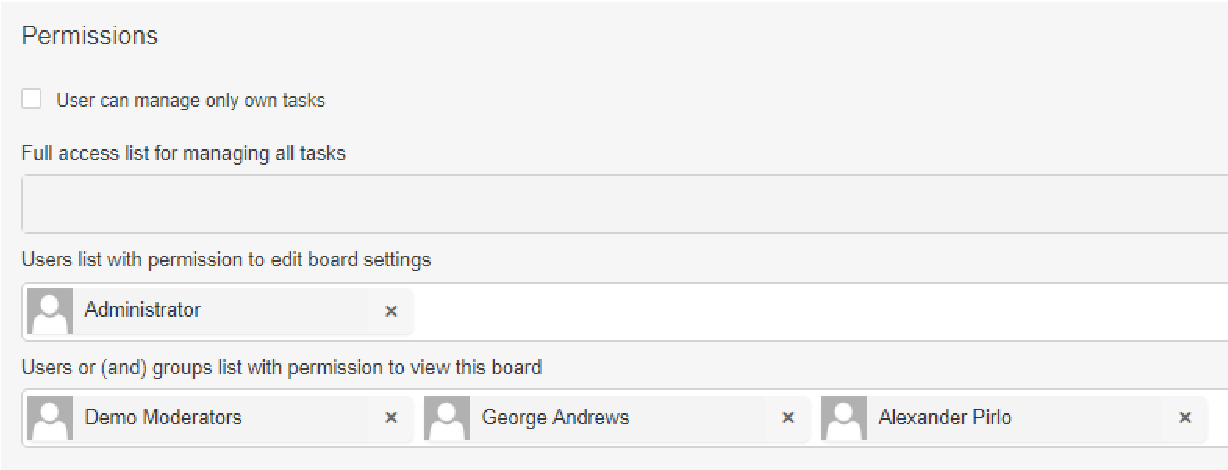


You can allow users to unsubscribe from these alerts using the checkbox "Users can unsubscribe from comments in particular tickets". In this case, users can enter their email in the "Task Watchers" pop-up to unsubscribe from the current task notifications.



Permissions

You can allow or forbid other users or user groups to change Kanban view, settings, or create\edit\delete tasks.

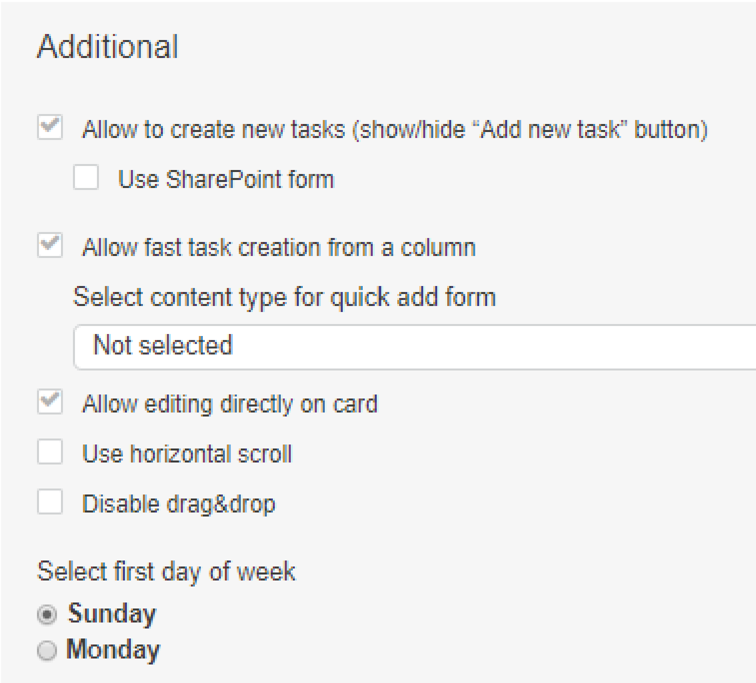


It is also possible to configure access to task management. Check the box "User can manage only own tasks" and limit the access to changing task content. Now, this user can manage only the tasks assigned to him/her. You can also create a list of users with permission to manage all tasks.

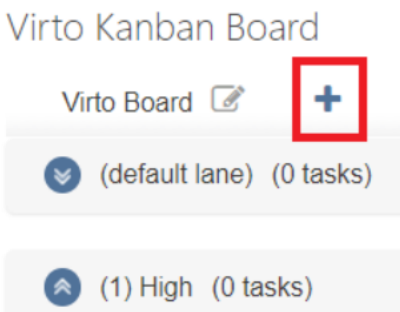
Note*: a card creator OR a card assignee is supposed as an owner of the card. This means he/she is allowed to edit this card by default.*

Additional

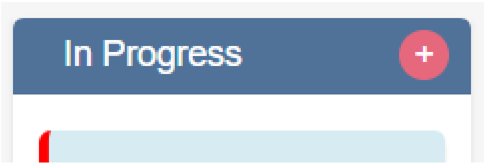
Here are the additional options for the Virto Kanban Board which you can apply for your convenience.



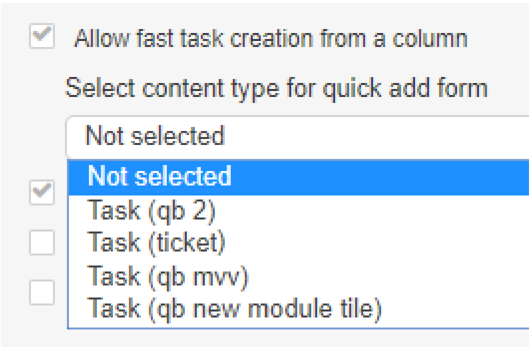
Check the box to add the “Add new task” icon to the board. You can also use default SharePoint form to create a new task after a click on this button.



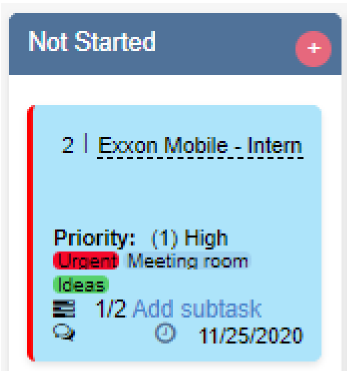
Fast task creation option adds a “+” button to columns.



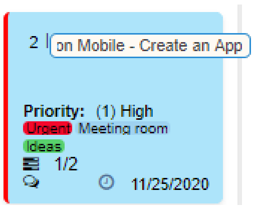
You can also select a list’s content type that will be used for fast task creation form.



The “Add editing directly on card” feature allows users to edit card fields underlined by a dotted line.

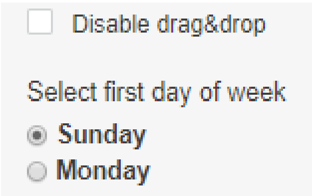


With this option, users may edit task fields directly on the cards without opening the full edit form.



If your board contains many columns that do not fit the screen, you may use a horizontal scroll on the bottom of the page if you enable the “Use horizontal scroll” feature. If you disable it, you may move columns with the drag and drop option. Just click on any empty space on the web part, hold a mouse button, then move the mouse without releasing left or right.

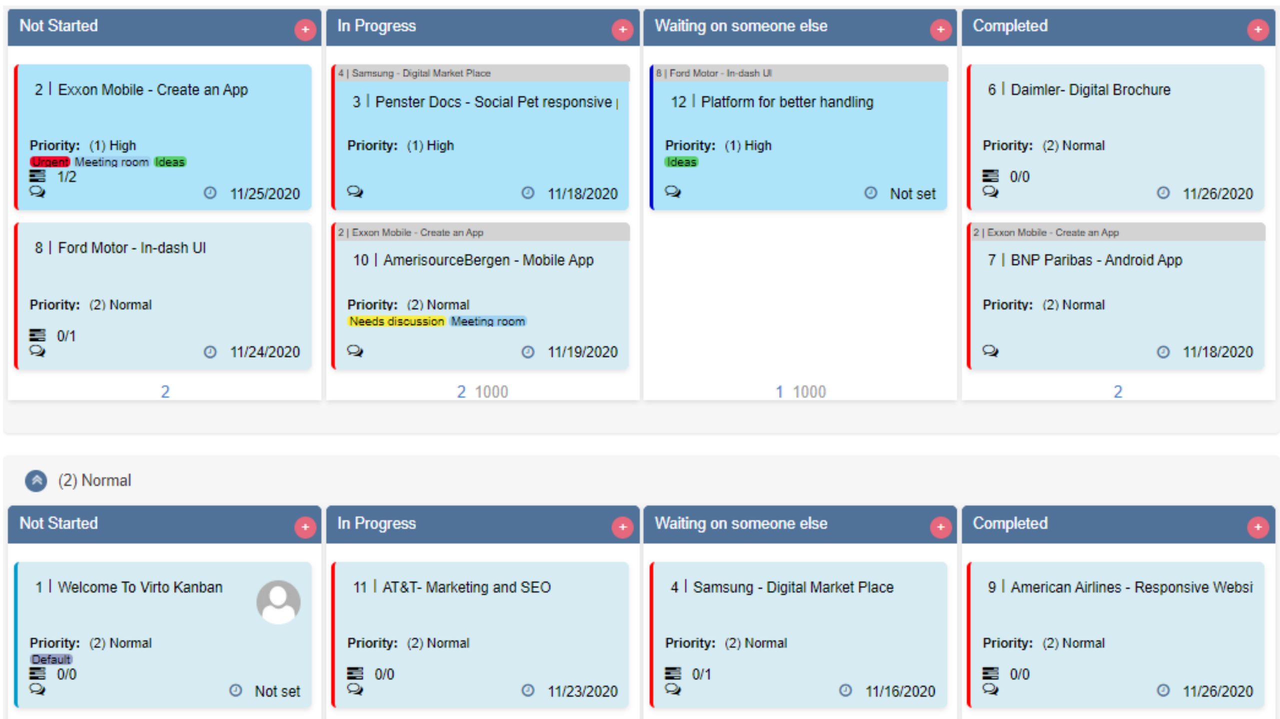
It is also possible to disable the drag and drop feature for tasks and select the first day of the week for calendars and date pickers used in Virto Kanban.



Using Virto SharePoint Kanban Board Web Part

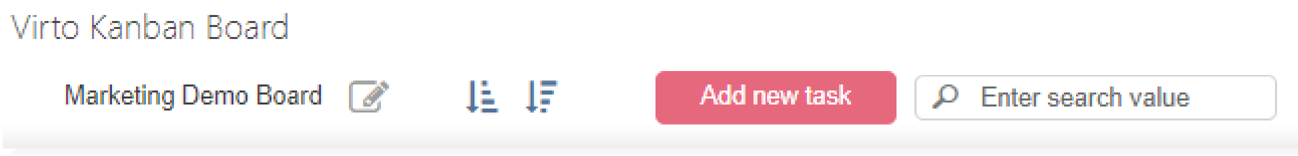
Managing Tasks

Virto SharePoint Kanban Board web part allows users to manage tasks placed in columns and rows according to their values.

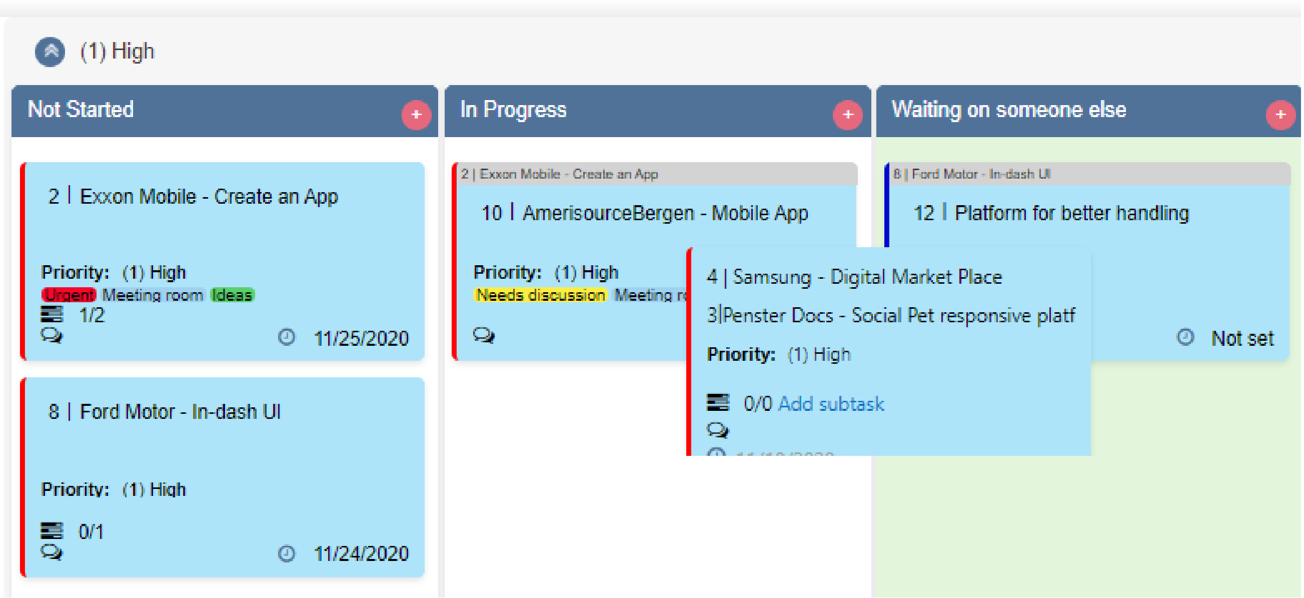


Toolbar

The “Edit board settings” button allows you to adjust the board according to your needs. Sorting buttons sort the tasks in ascending and descending order.

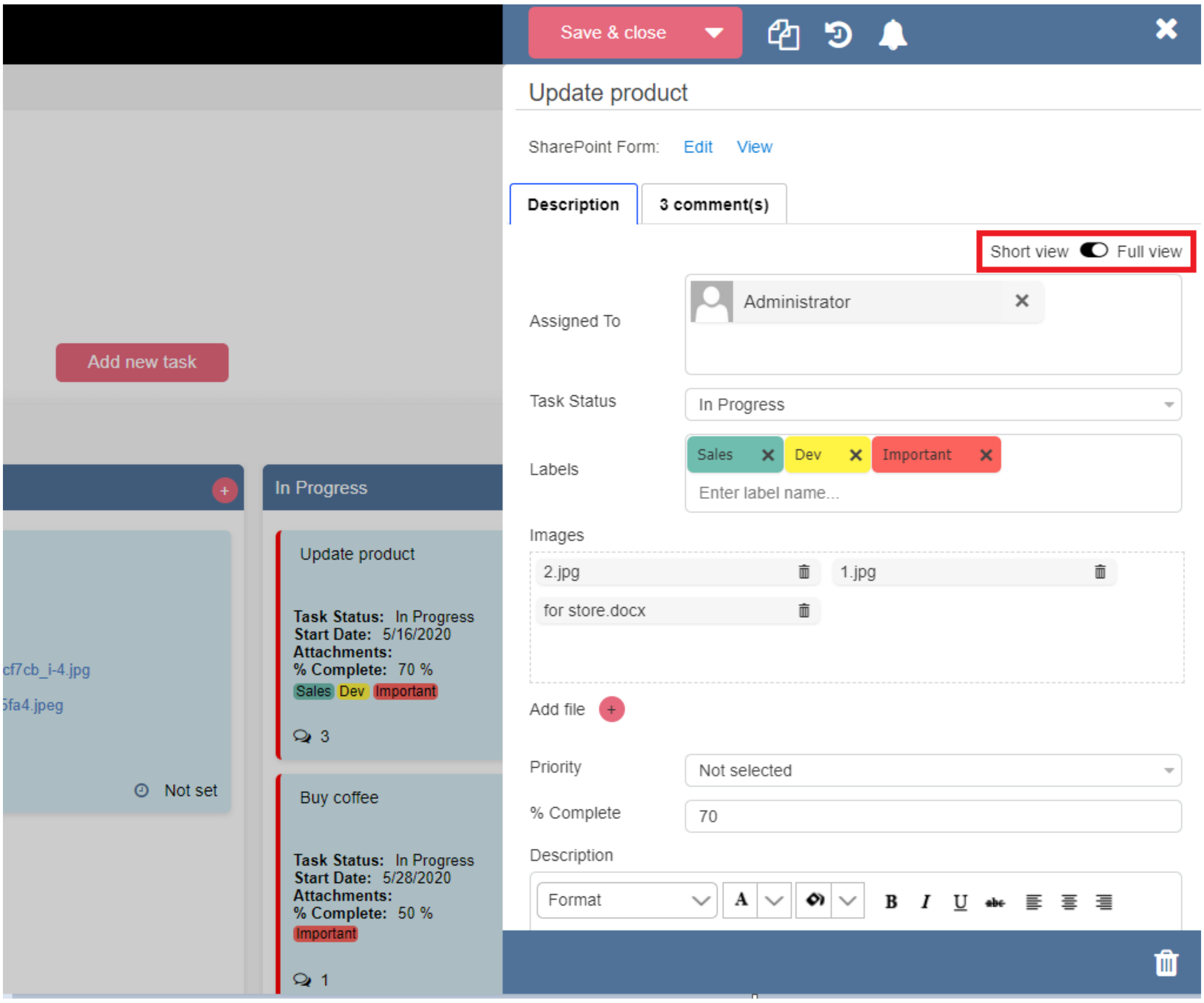


To change the value of a task (usually, the status), drag and drop this task to the required column or row.



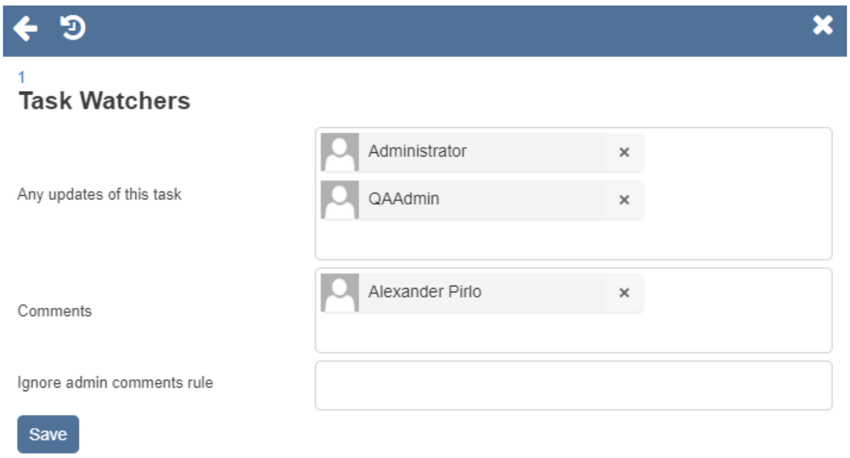
Short View (tooltip)

Click on the item to view brief information about it in the short view (tooltip).

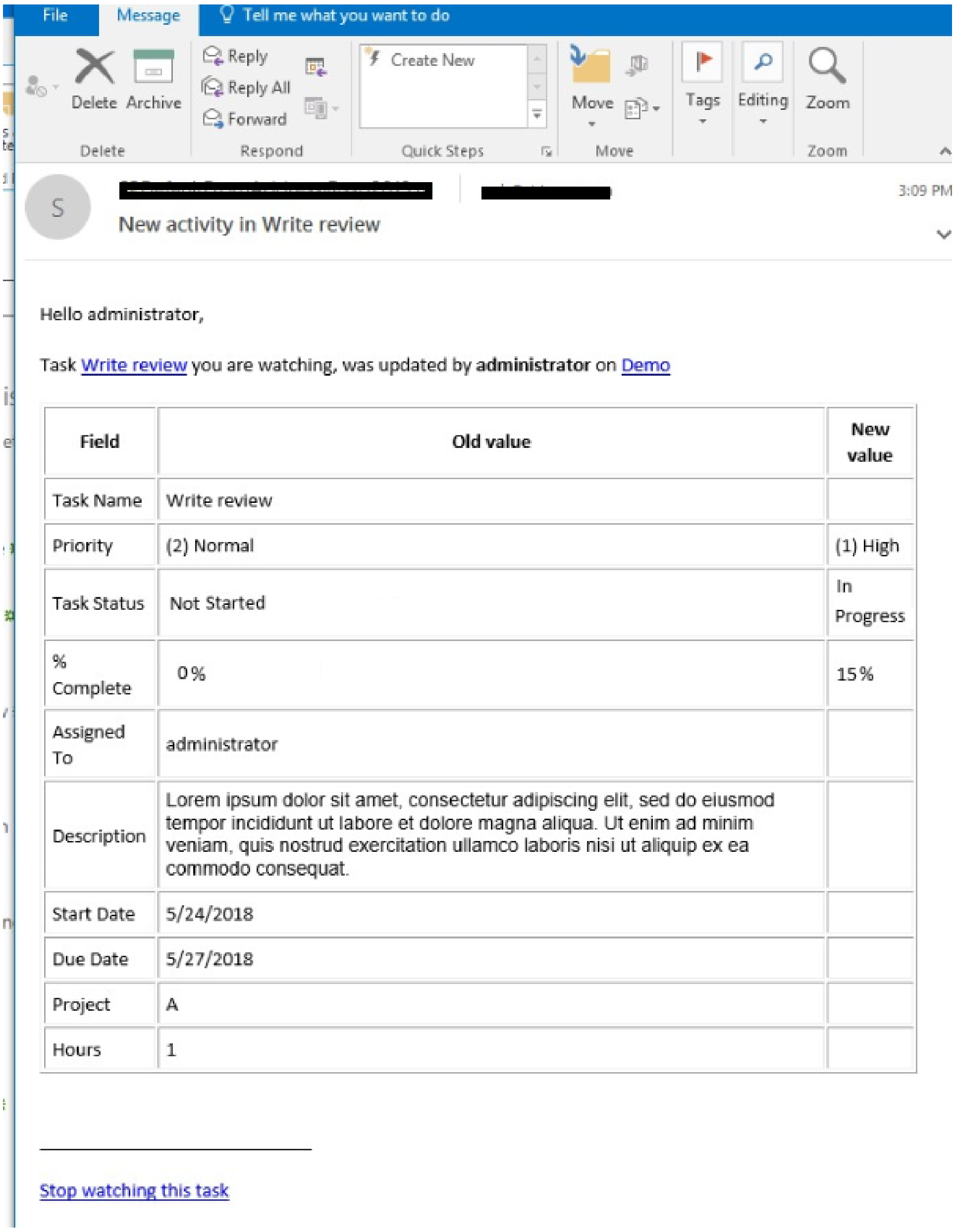


Task Watchers

Click on the bell icon in the right upper corner of task tooltip to assign task watchers. Task watchers receive email notification about any changes of this task.



Task watchers receive an email with a field changes tracking spreadsheet.



Hello administrator,

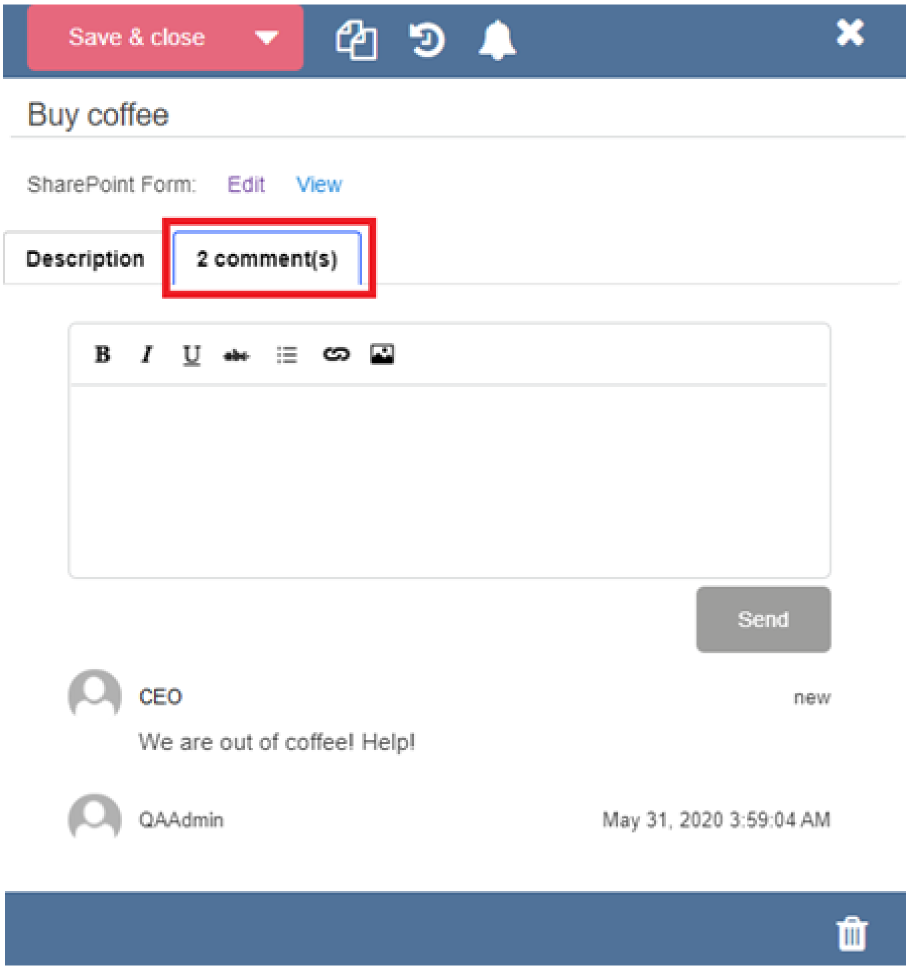
Task Write review you are watching, was updated by **administrator** on Demo

Field	Old value	New value
Task Name	Write review	
Priority	(2) Normal	(1) High
Task Status	Not Started	In Progress
% Complete	0%	15%
Assigned To	administrator	
Description	Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris nisi ut aliquip ex ea commodo consequat.	
Start Date	5/24/2018	
Due Date	5/27/2018	
Project	A	
Hours	1	

Stop watching this task

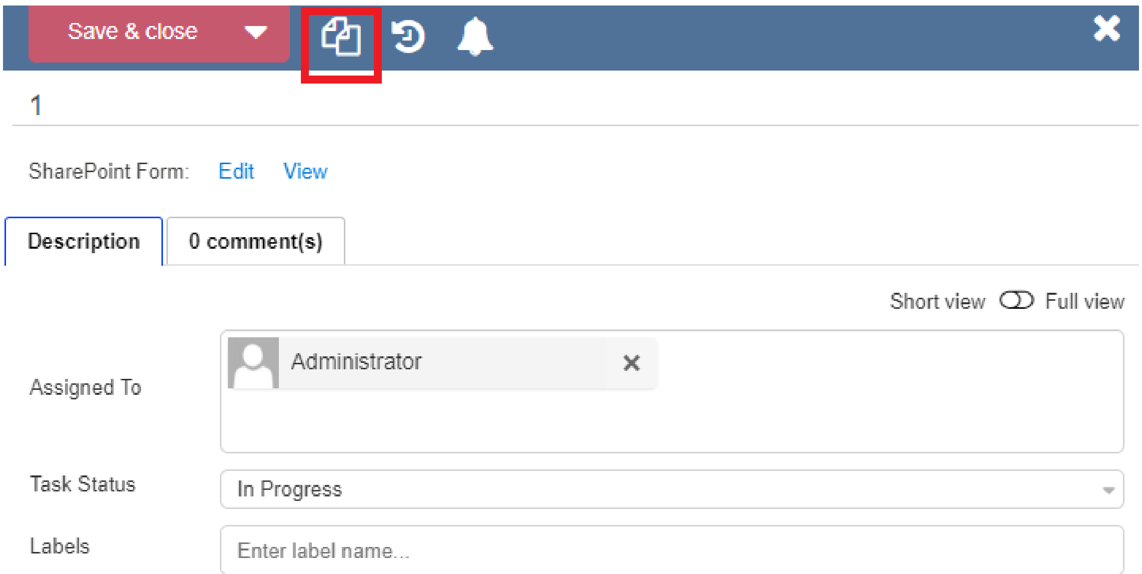
Comments

You and other users can add comments to the tasks. To add a new comment, click the comments tab on the short view and start typing.



The comments history is also displayed in the short view.

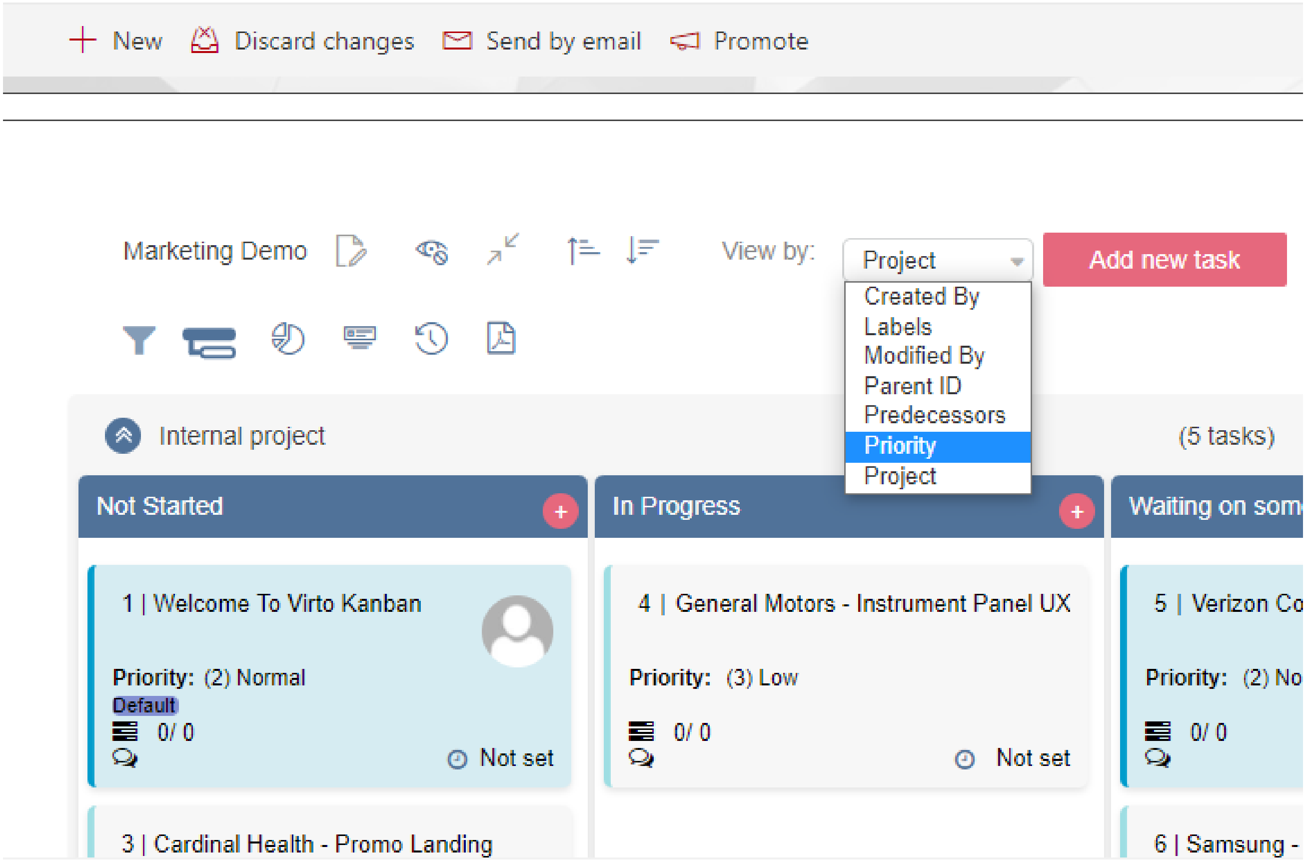
You can clone selected tasks using the “Copy” icon in the tooltip. When you clone a task, the full view form of a new task will appear. Attachments and images cannot be transferred to a task clone.



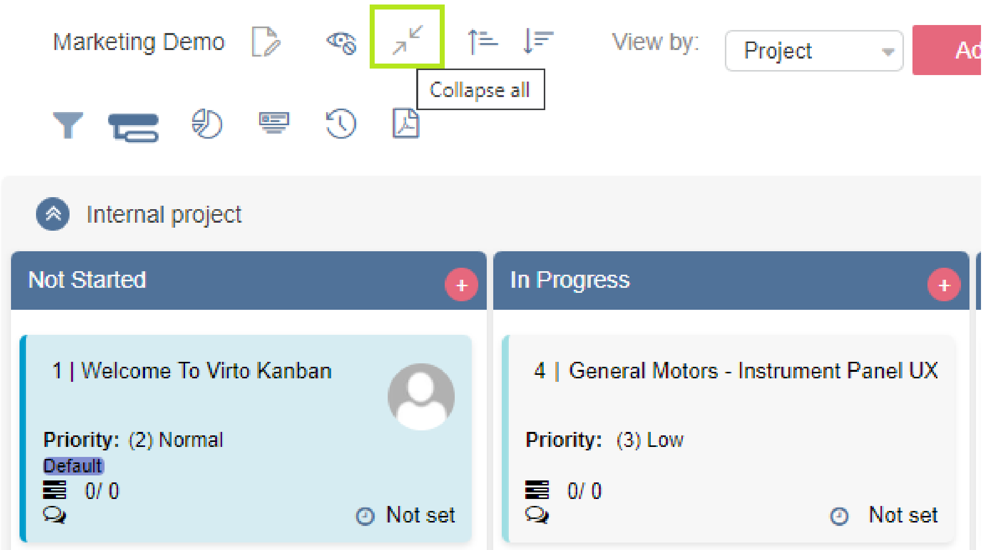
Using Swimlanes

Using **swimlanes** provides you with an additional way to categorize Kanban tasks. You divide the cards horizontally, for example, by a project, by user, by priority, and still can drag and drop tasks between swimlanes.

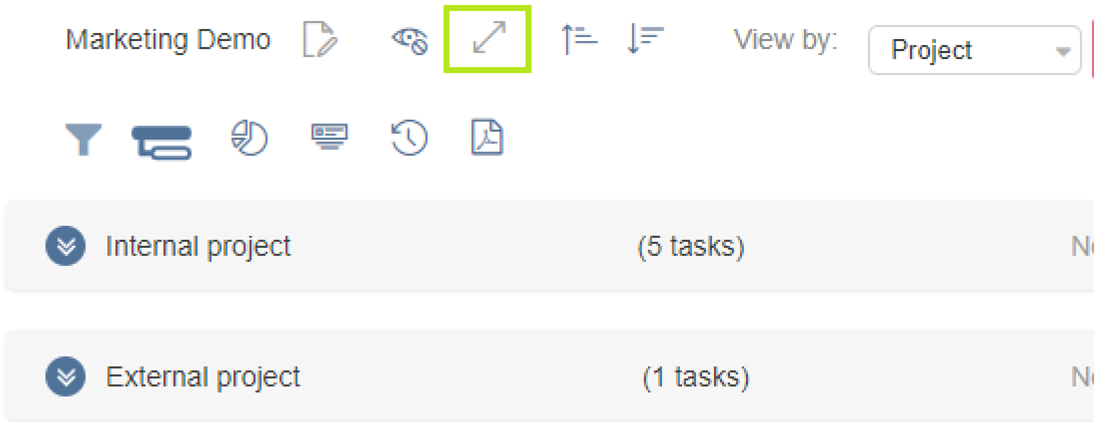
The field used for the swimlane is a field of multichoice type. The swimlane settings are described in "Swimlanes" section. You can change the field directly on the board and view tasks grouped in swimlanes. No need to open the settings and make modifications. Just choose the swimlane field from the dropdown ("View By").



Also, you can collapse or show all the swimlanes at once. Use the special icon.

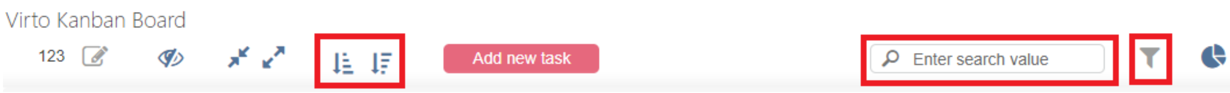


The swimlanes will be collapsed. For example, use this option when you have a large amount of swimlanes and need to see them all without scrolling.

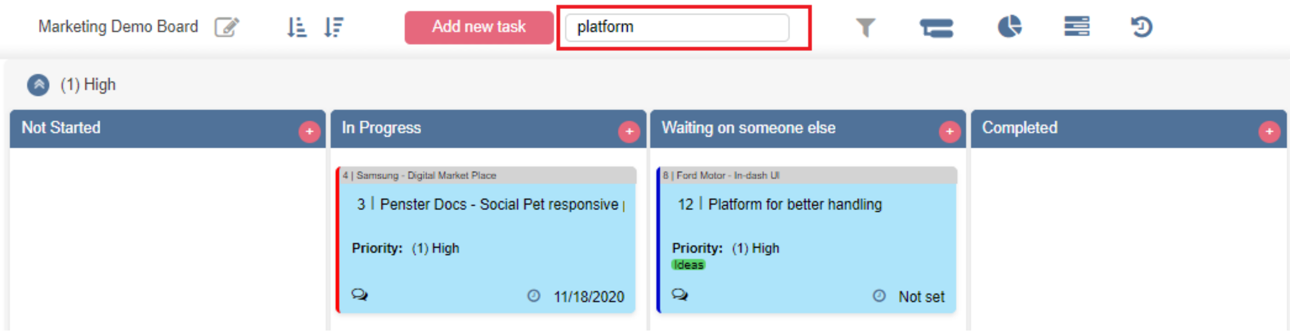


Task Filters

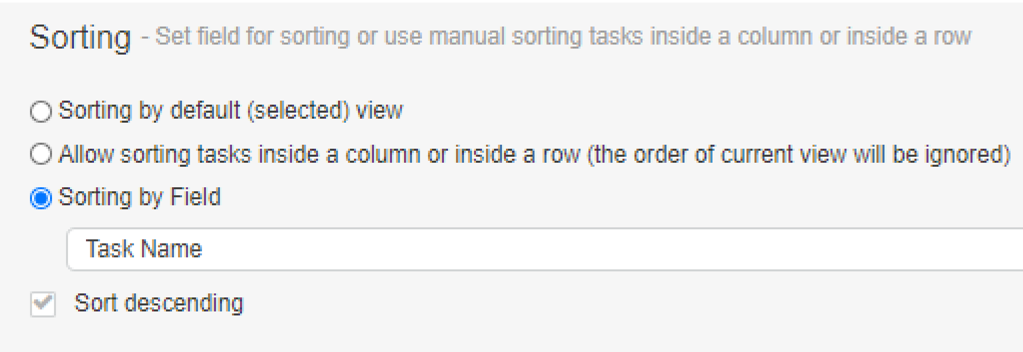
There are the following options: search control, sorting, and custom condition filters.



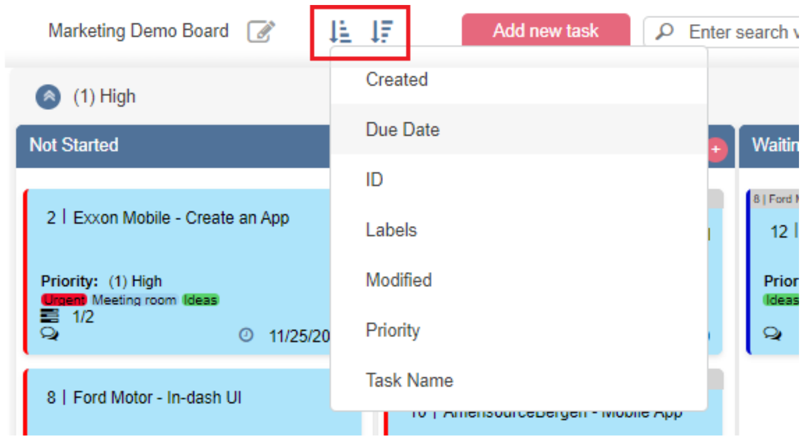
Search control allows you to show only tasks matching to any entered task values (text, numbers, and symbols) that are displayed on cards.



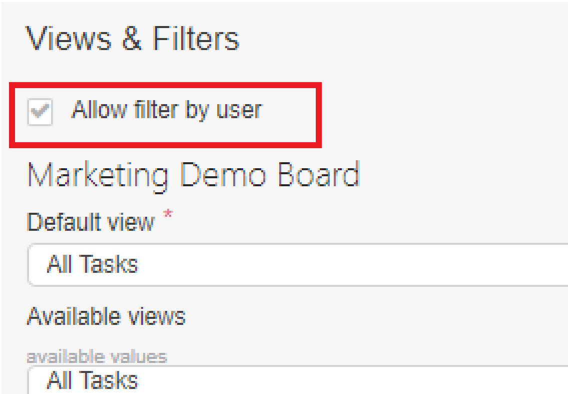
If you enable the tasks sorting according to a specified field, you may apply this filter on the Kanban header.



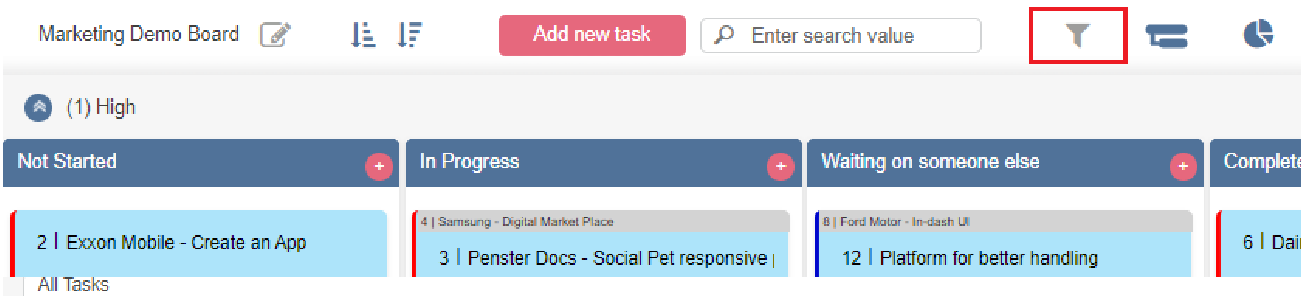
You may also sort tasks in ascending or descending order manually. Just choose the sorting field.



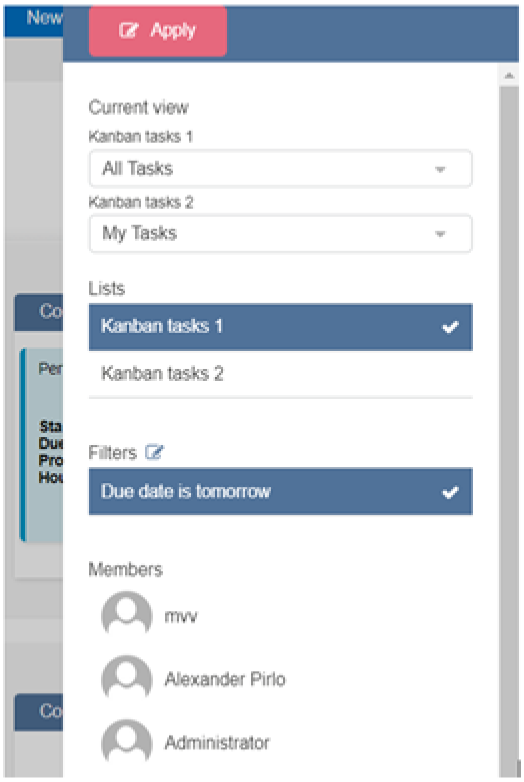
***Note**: if you set a field for sorting, the manual sorting of tasks in the "Views and Filters" block will be disabled.*



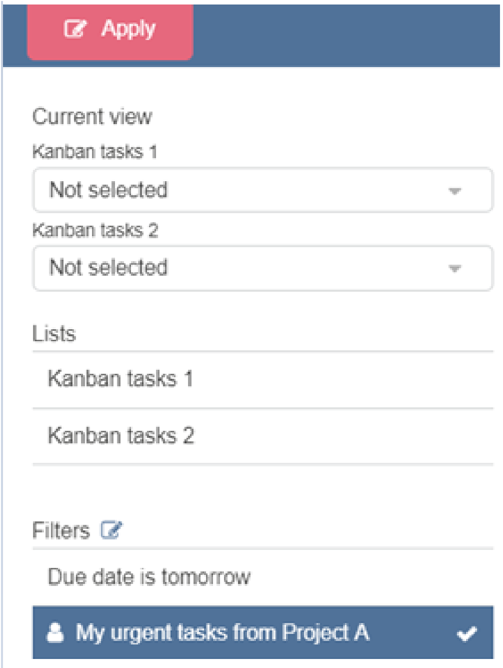
Click “Filters” icon in the top right corner to open filters.



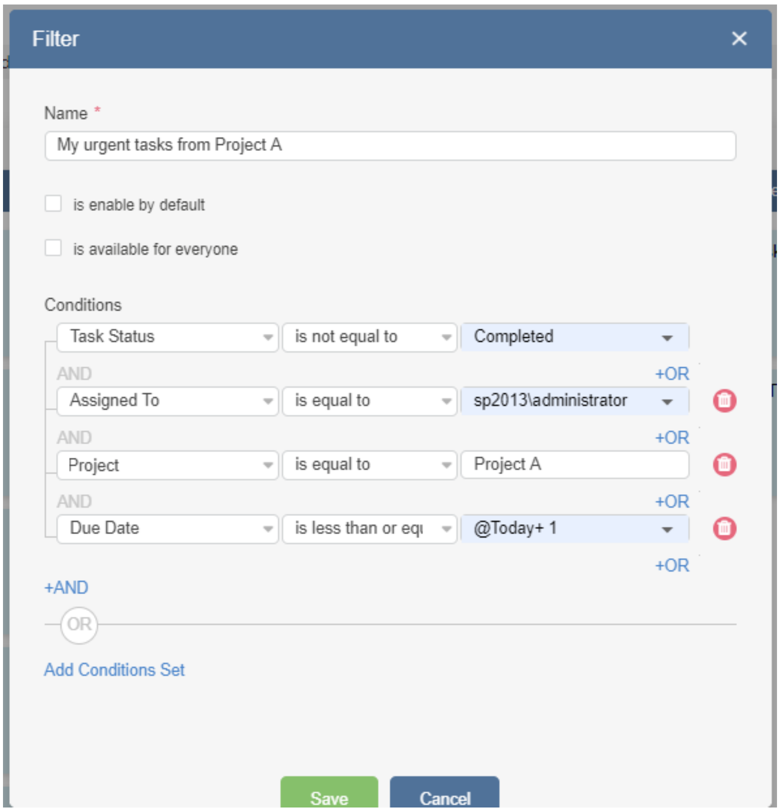
Select the required list view from the dropdown to filter tasks on the board. This option is available only if a View filter is adjusted in Settings.



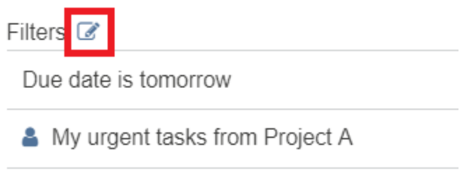
You can use custom filters added to the web part Settings (Advanced Setup) or create a new filter from the board view, using the edit button next to the Filters. In the example below, “My urgent tasks from Project A” filter is applied.



Items are sorted by the following conditions:



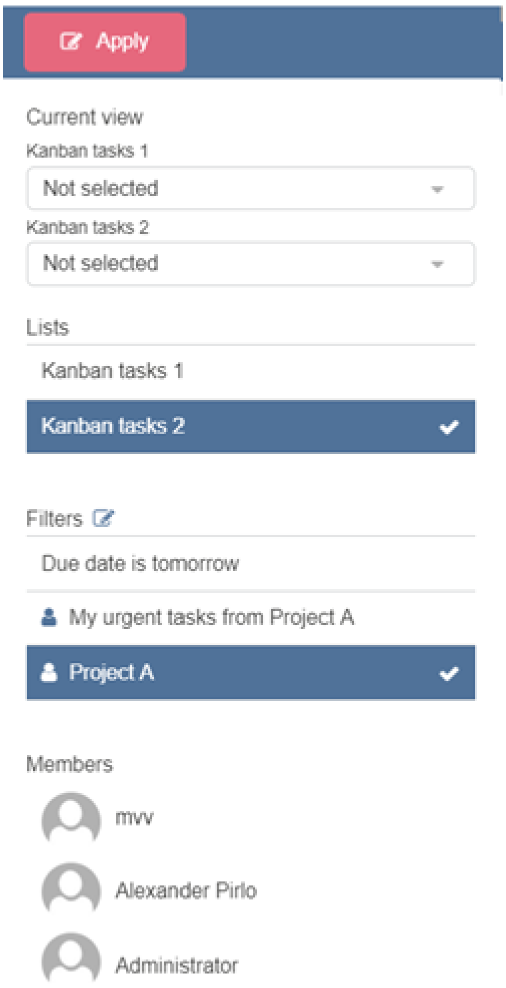
You can click on the edit icon and create new filters with the "+".



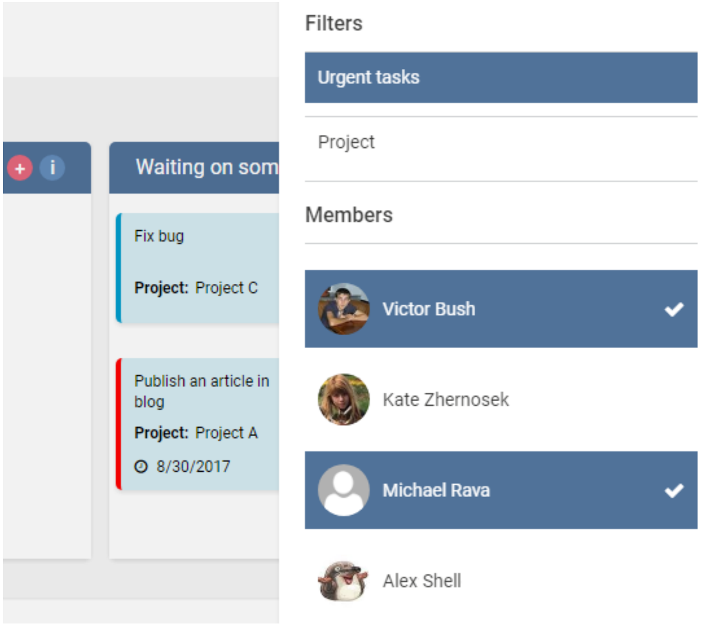
It is possible to enable a new filter by default. If you select the “is available for everyone” checkbox, the filter will be visible for all users. If you do not enable this option, the filter will be saved as a personal filter. It will be available only for the user who created it.

If you have multiple lists on this board, you can also use the “Lists” filter. This filter allows you to sort tasks by the list they belong to and by additional conditions as well.

In the following example, the tasks are sorted by 2 filters. There all the tasks from the list “Kanban tasks 2” displayed and all the tasks from both lists of Project A. If you need to display the tasks from Project A that belong to the “Kanban tasks 2” list, you should create one filter with 2 conditions.



User filter displays all users assigned to tasks on this board. You can click on a user and apply this filter to display all tasks of this user.



Click "Apply" to enable the chosen filter, view, or selection by a user.

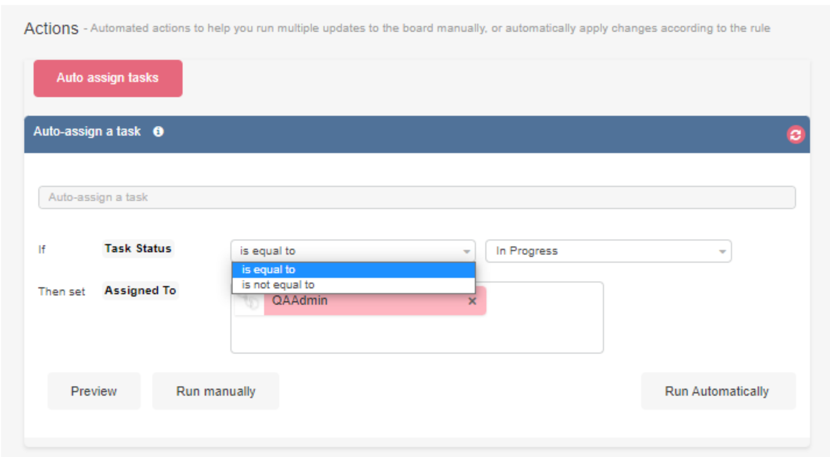
Actions

You can use actions for your board: **automated actions to help you run multiple updates to the board manually, or automatically apply changes according to the rule.** This option appears automatically, if you've created a quick board. In case you have created the board from a custom list, you need to enable this option in the settings block. This is necessary to avoid conflicts for further working with the board and the list related to it.

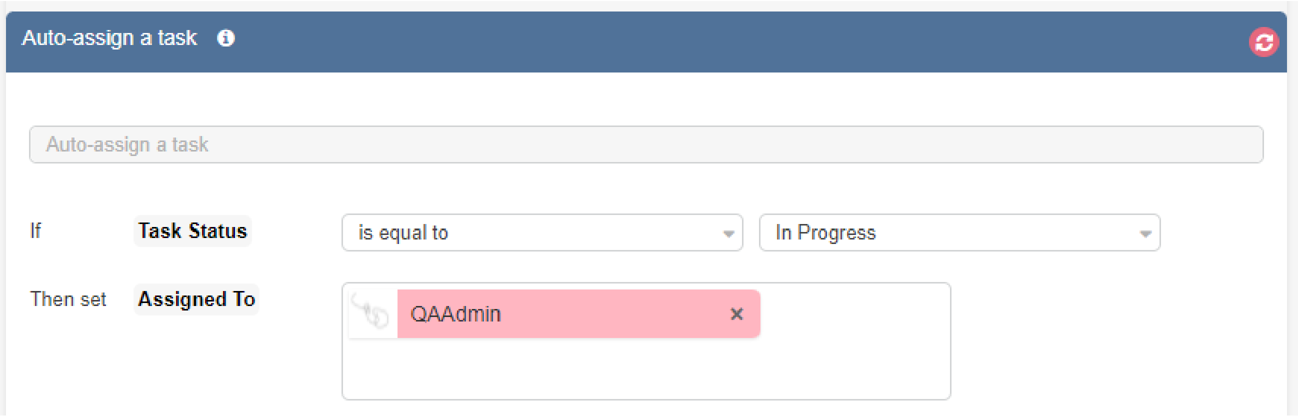
Go to "Advanced Setup" settings. Here you can see the "Actions" block.

Auto-assign tasks

Auto-assign task – this option allows you to assign tasks automatically to chosen users according to specified rules.



Choose the required parameters from the dropdown to define the rule and let auto-assign tasks according to them.

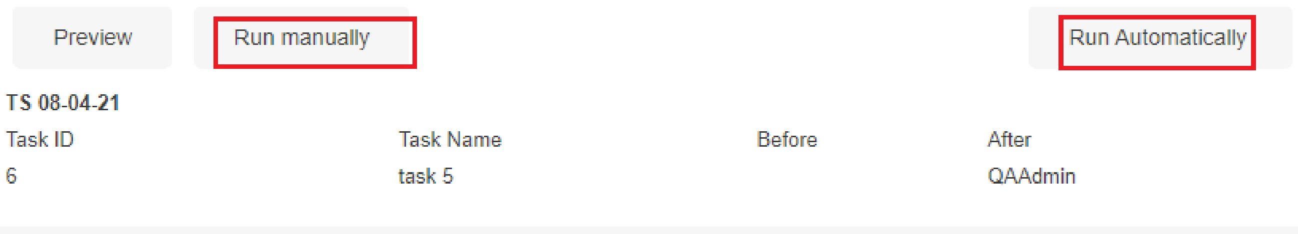


***Note**: the column field is displayed according to the titles of columns in the chosen list.*

Click preview to see which tasks meet these conditions and will be auto-assigned.

The auto-assign action can be done either **manually** or **automatically**. If you choose automatic auto-assign, the defined rule is applied to tasks every time the chosen parameters change on the board.

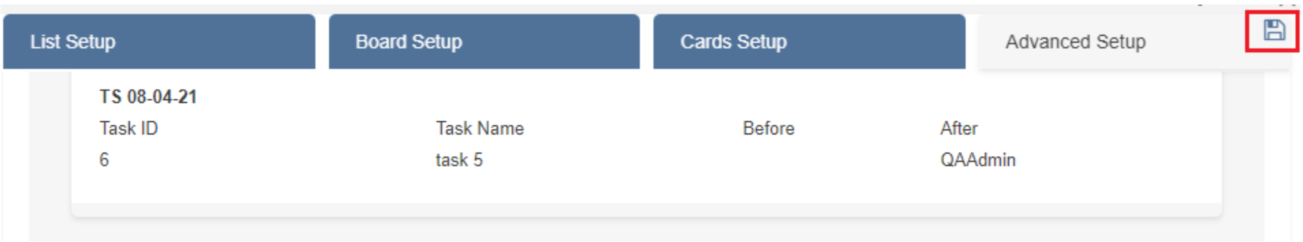
If you choose to assign manually, the chosen rule will be applied to all the tasks that meet the defined conditions, but will not work for future changes.



***Note**: pay attention when you make more than one rule. The system will not allow you to apply the condition on case of a conflict. Condition must have the unique value.*

***Note**: it is allowed to assign tasks to more than one user.*

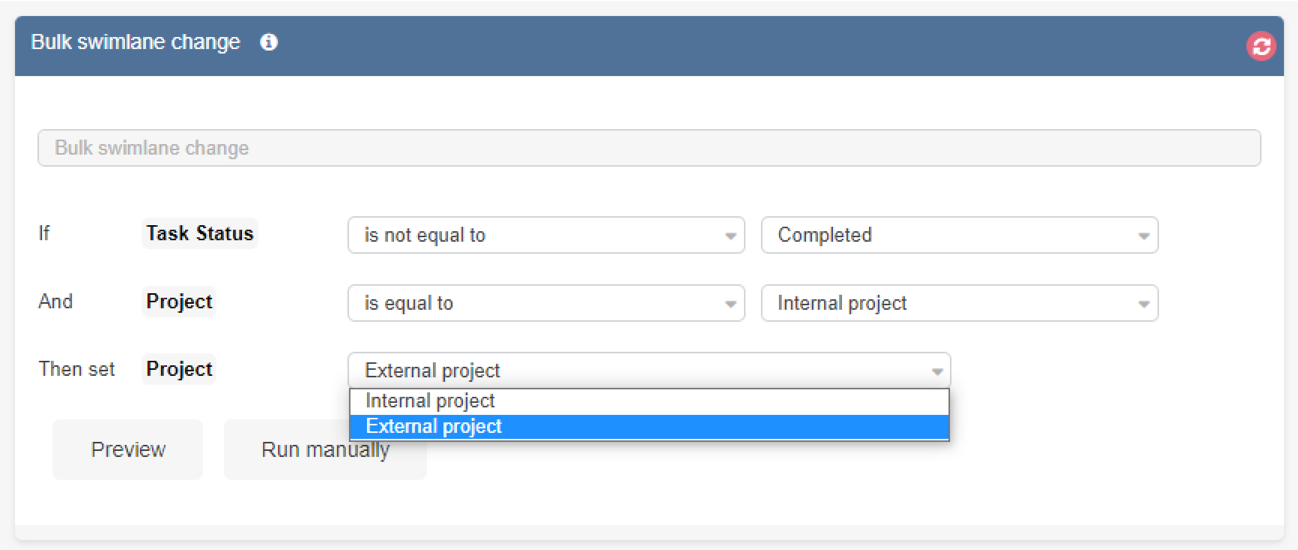
Please do not forget to save the rule to apply it.



Bulk swimlane change

Bulk swimlane change option can be used to archive the old data or, for example, to transfer tasks from one sprint to another.

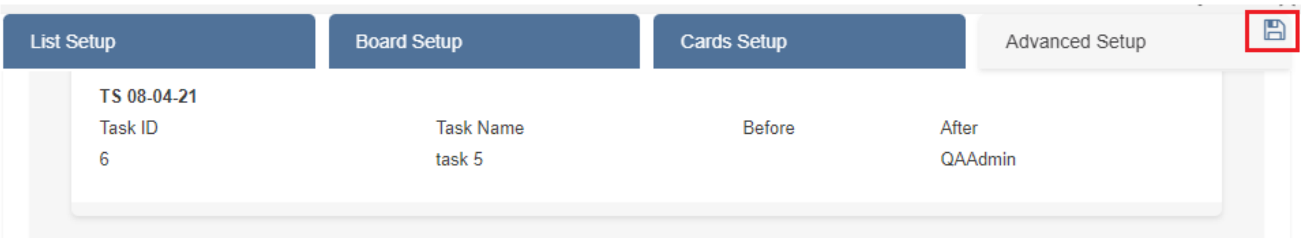
For example, if the status of a task is not equal to “Completed”, you can automatically transfer tasks from one swimlane (Internal project, in this case) to another one (External project).



Here you can also preview the tasks that meet the chosen rule. This option cannot be run automatically for all the current and future changes as the previous option. Please do it manually to apply only for the tasks with current values.

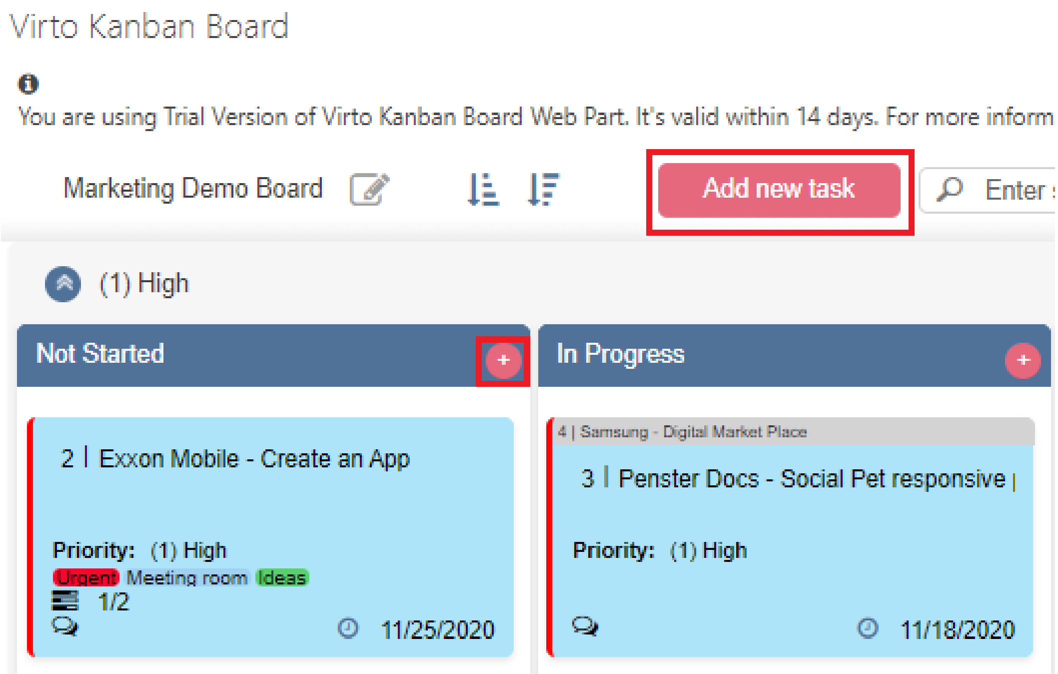
Note*: the column field is displayed according to the titles of columns in the chosen list.*

Please do not forget to save the rule to apply it.

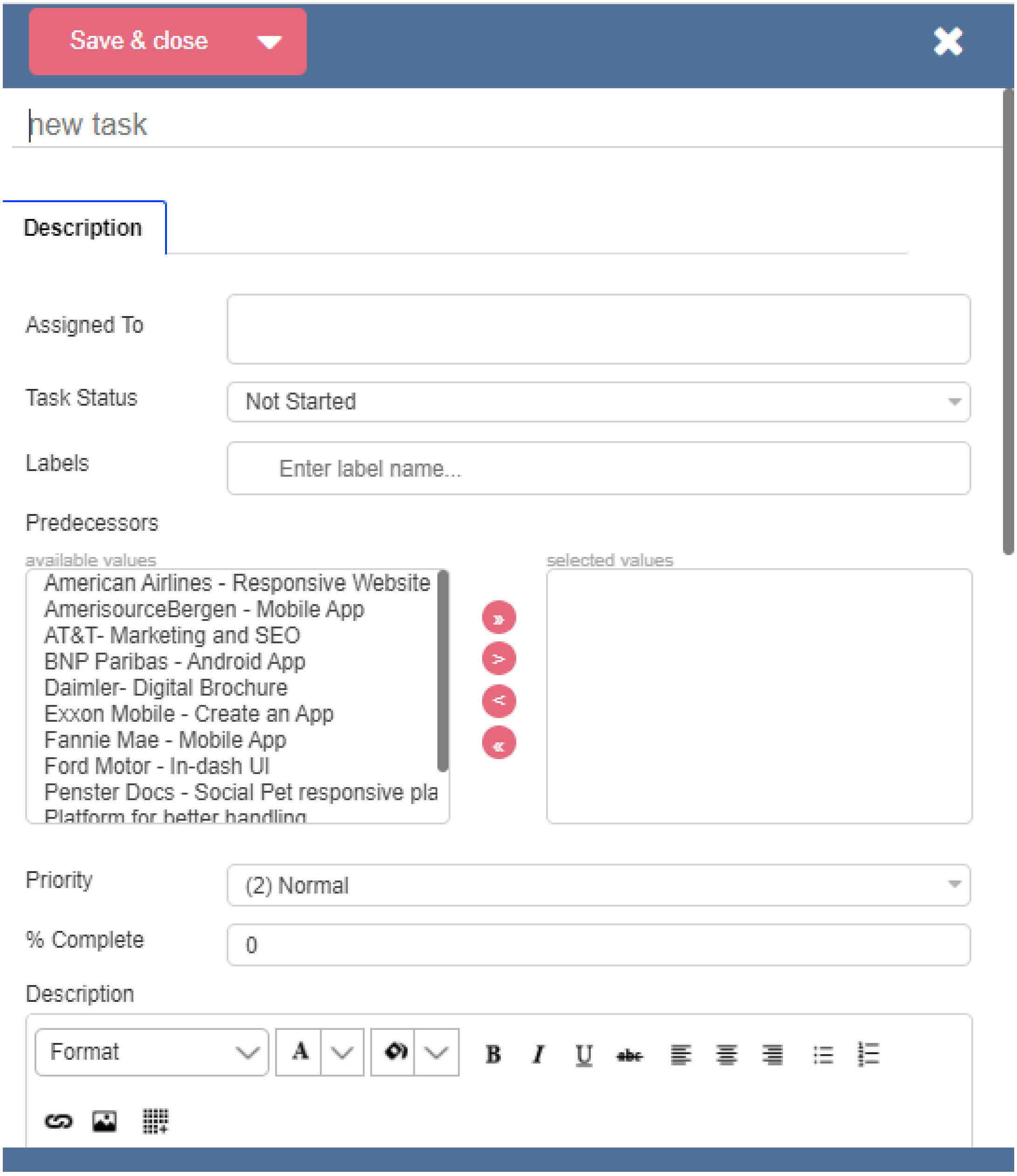


Create and Edit a New Task

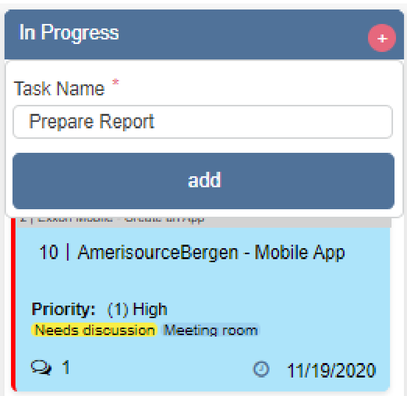
Use the "Add new task" button to add an item to the board.



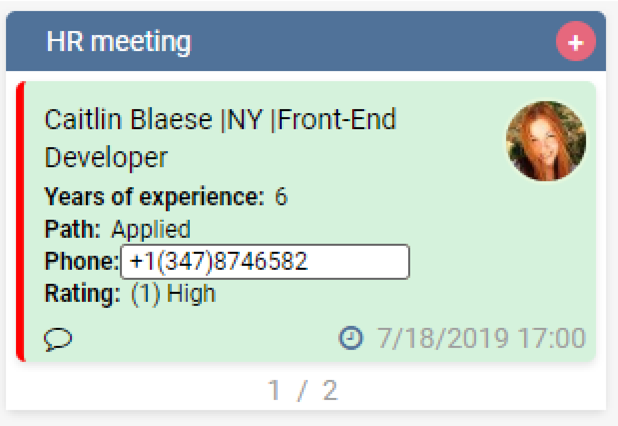
Fill in the required fields in the task creating form. You can define the fields to appear in this form in the "Cards Setup" -> "Form" section of the Kanban board.



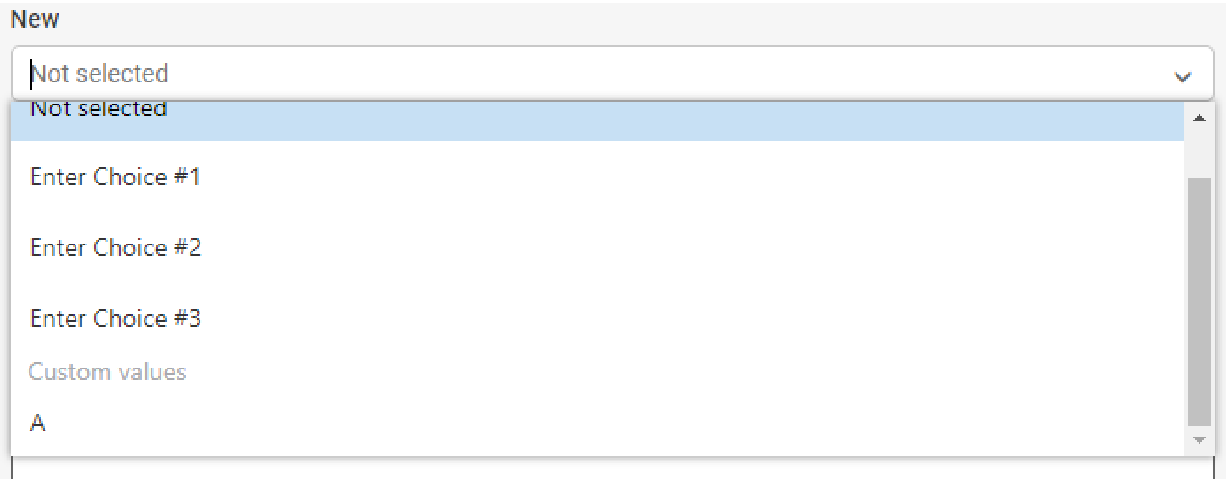
Another way to add task is the "+" button in a column. Click it and type a task name. The task will be placed in the column where you have clicked "Add" button. You can edit this task fields later from the standard Kanban task edit form.



You can edit the task values in the edit form or right on a Kanban card.



There is also an ability to add choices for the "allow to fill-in choices" fields. When you have to add some new values to the choice type fields, you usually leave the Virto Kanban interface and go to a SharePoint list to make changes. Sometimes these new choice values appear during the work process and require extra time to manage them. With Virto Kanban, you can add these values right on Kanban Board.

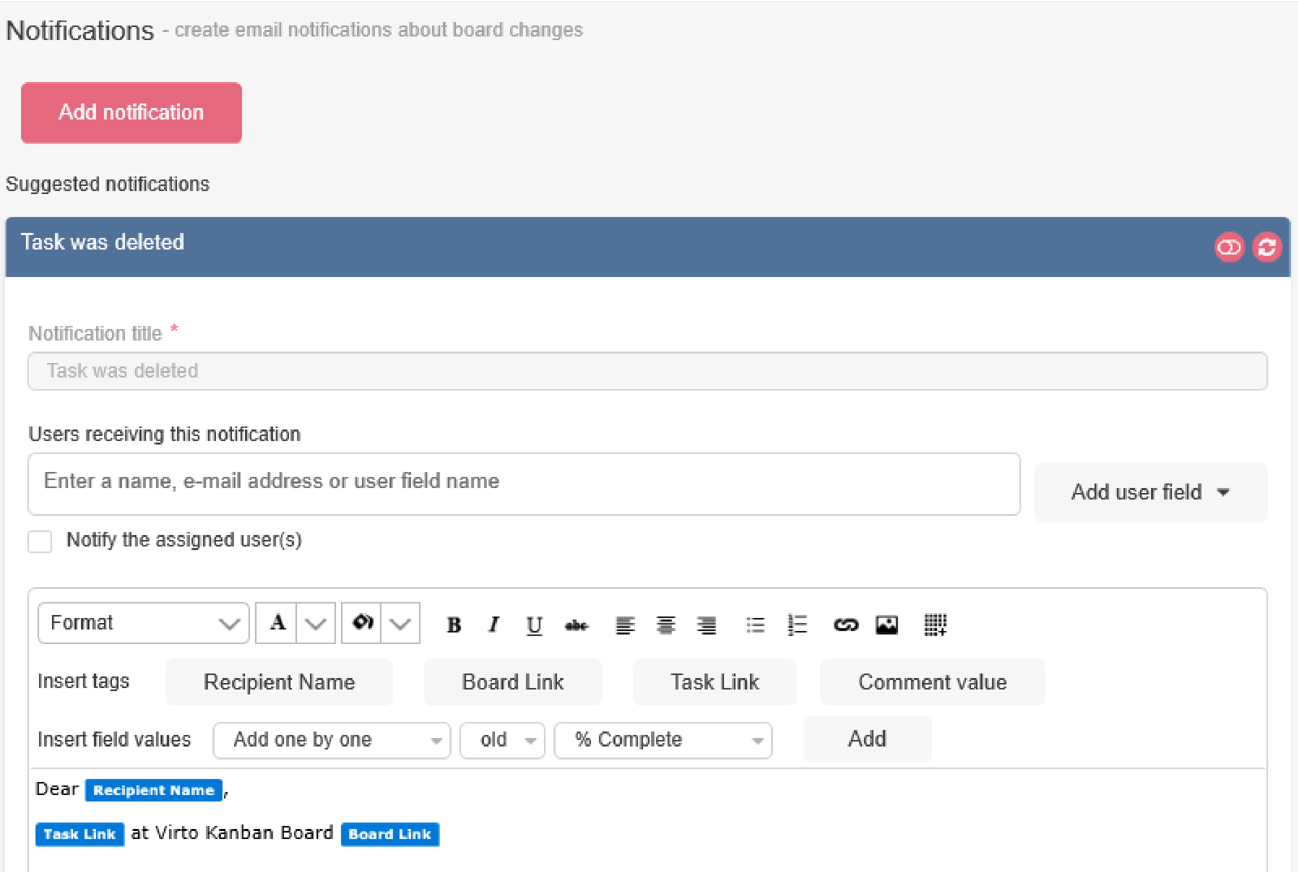


The custom choices entering is available in the task edit form.

***Note**: Allow 'Fill-in' choices feature must be enabled for the column.*

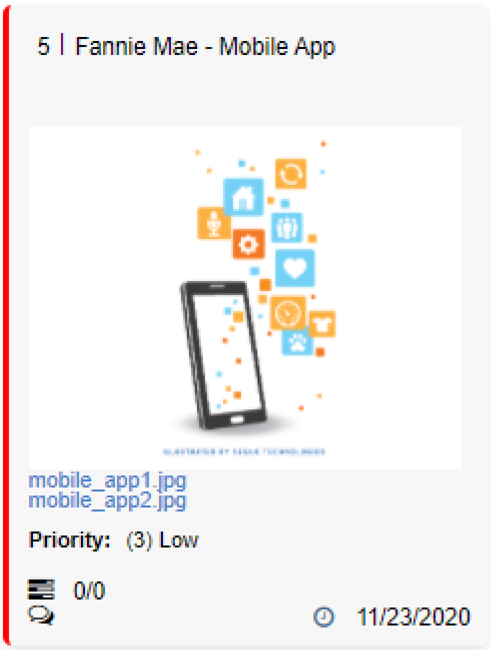
Task Delete Notification

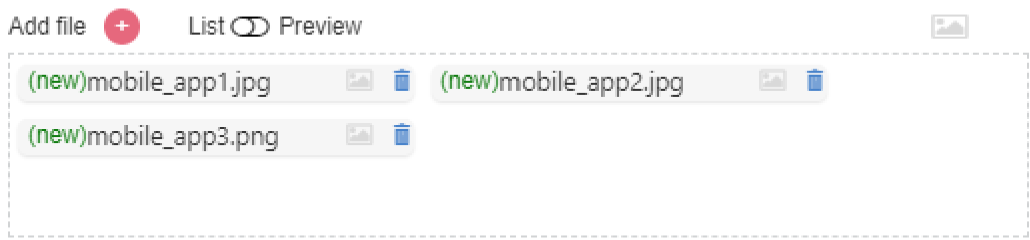
You can adjust the notifications for the case when a task is deleted. The recipients you choose in the notification settings receive an alert.



Images

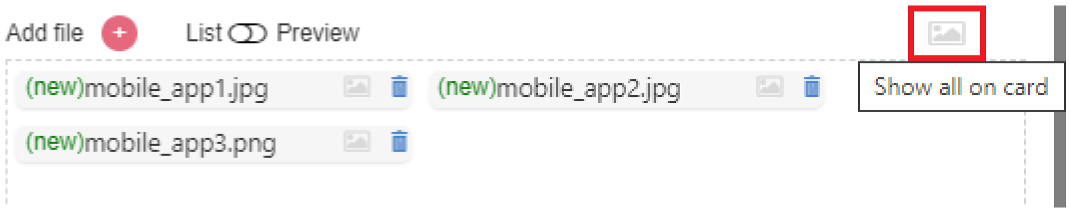
You can attach images to the tasks and show them in the short/full view and on the board.





Click “Preview” to let the attached images appear in the card view form.

You can also allow all the images to appear on the card by click on the “Show all on card” icon.

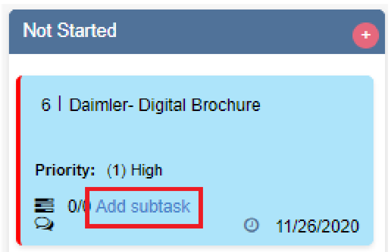


SubTasks

Add New Subtask

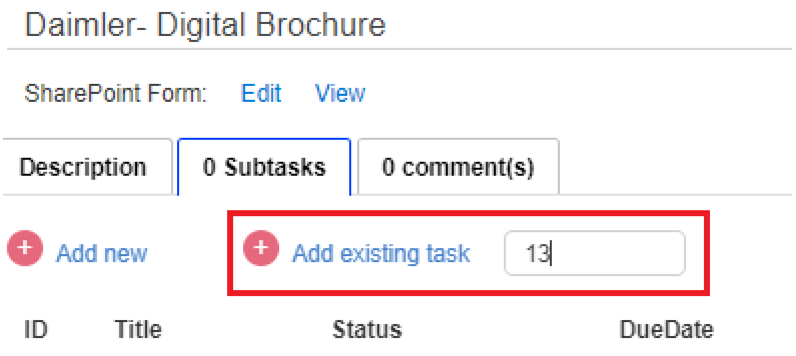
Virto Kanban Board on-prem supports subtasks. Use subtasks when you need to split your Kanban tasks and manage them in detail.

Click “Add subtask” in the card of task which you’re going to make a parent task.

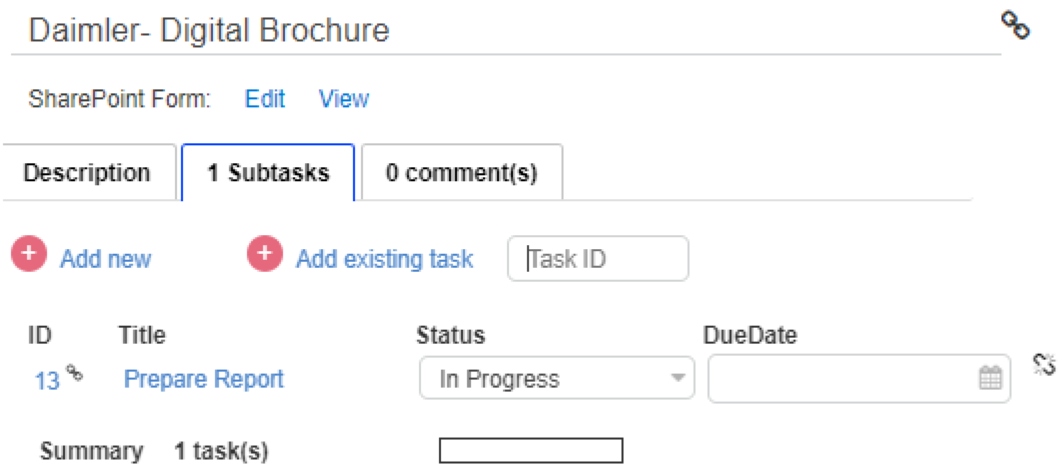


As the parent task view appears, decide whether you're going to make a subtask from an existing task, or you will add a new one. Both options are available.

Note*: if you're adding an existing task as a subtask, you need to enter its ID (check for it on the board).*



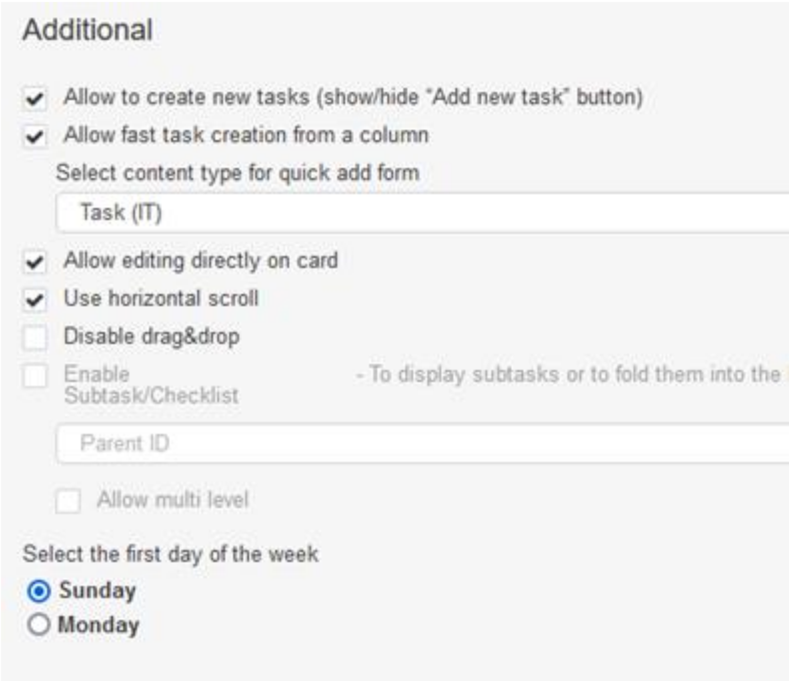
By default, the subtasks appear in the "Subtasks" tab of the parent task. Click the subtask to view the detailed information.



Note*: only parent tasks have the "Subtasks" tab. Except the case when multilevel option is enabled for subtasks (see below).*

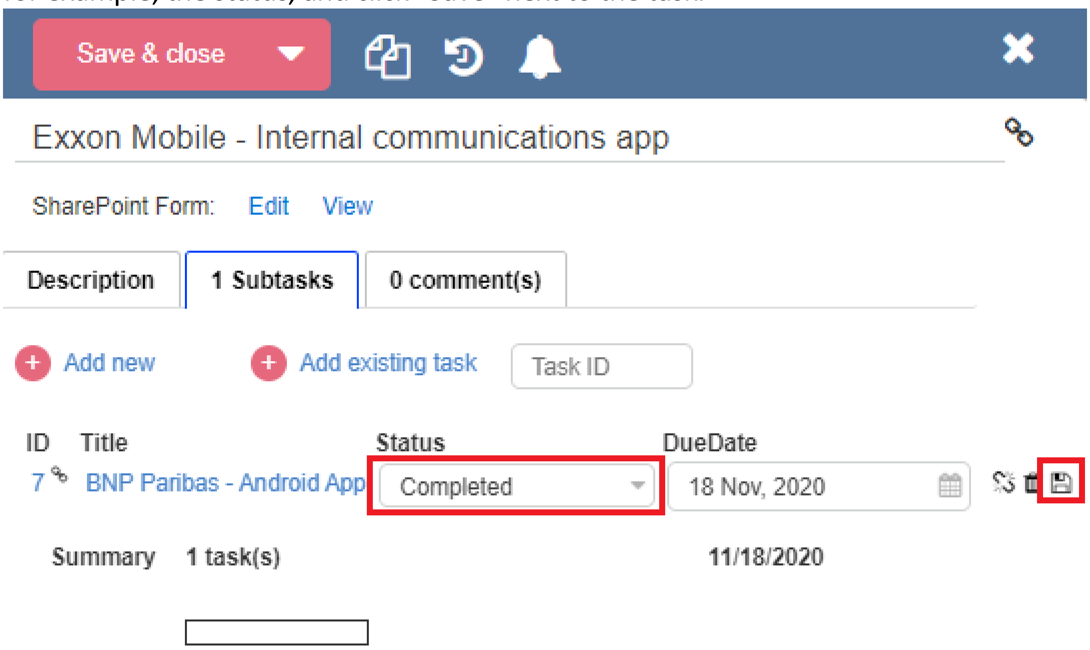
Note*: if you adjust your custom board, not the quick board created automatically, make sure that you take tasks and subtasks from a single task list. In other case the subtasks do not work.*

Also, make sure you're not using a board with multiple lists. In this case, the Subtasks enable option will be unavailable.



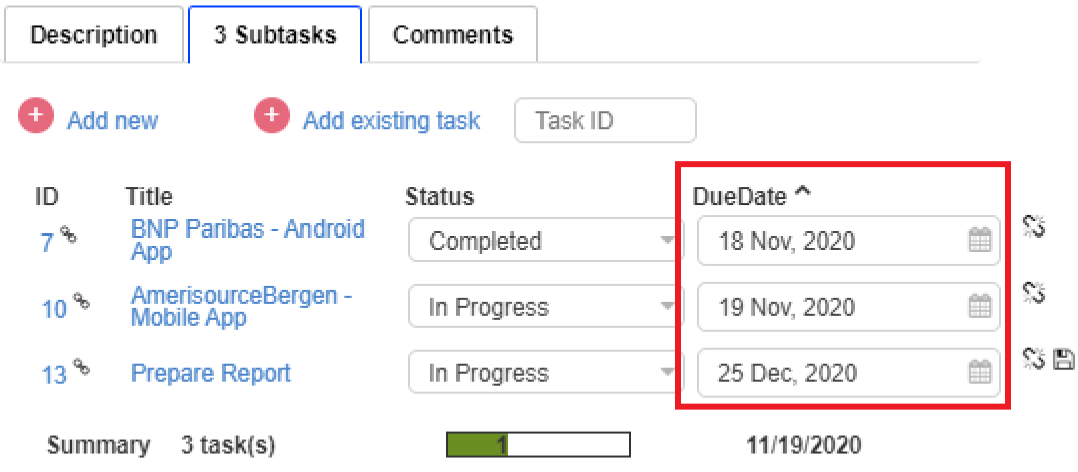
Edit Subtasks in a Subtasks Tab

You can edit subtasks directly in the card of its parent task. Just switch to the “Subtasks” tab, change, for example, the status, and click “Save” next to the task.



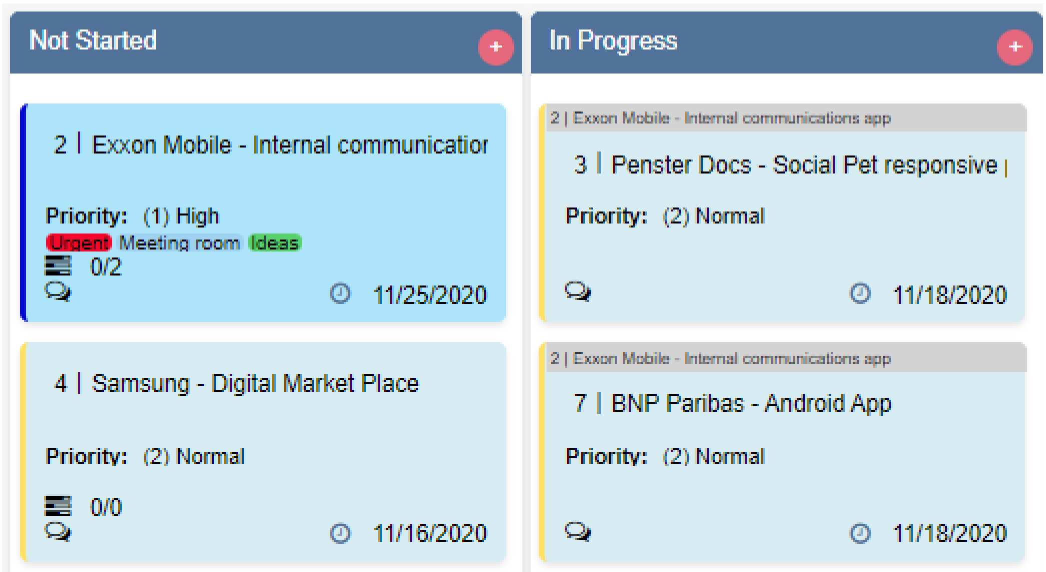
Sorting of Subtasks

You can sort the subtasks on the tab by ID, Status or Due Date (see image below).

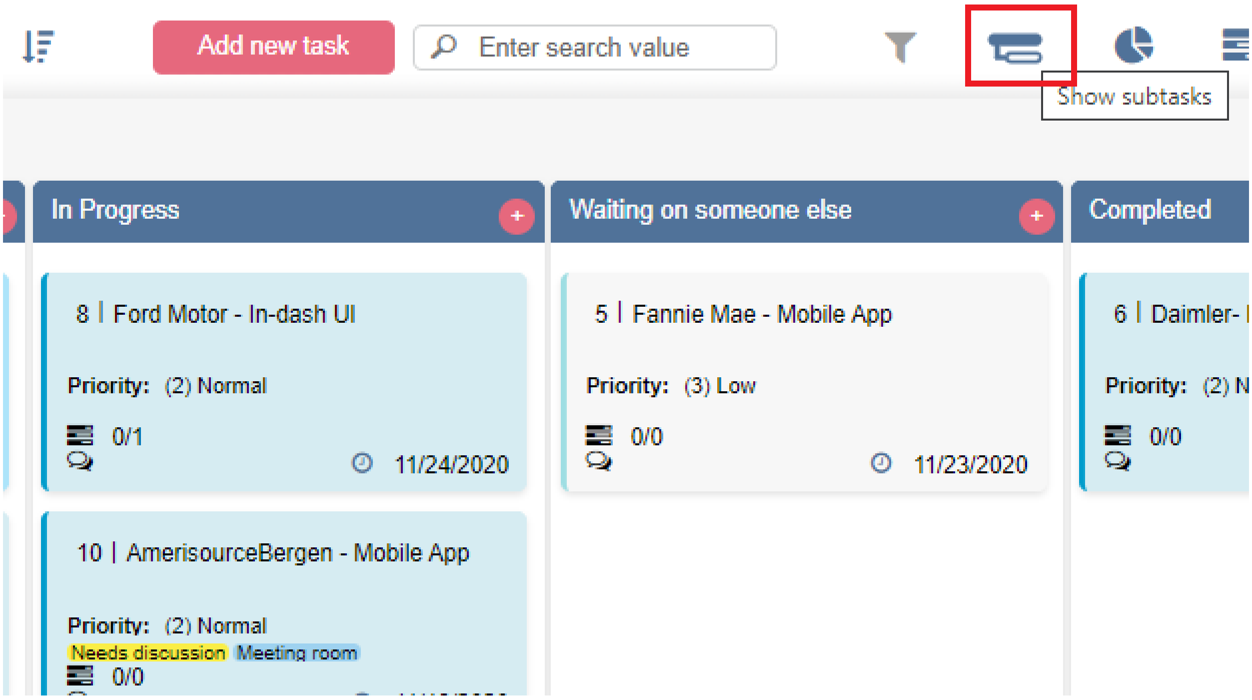


View Subtasks on the Kanban Board

The subtasks appear on the board with a grey mark with the subtask ID and the parent task name.

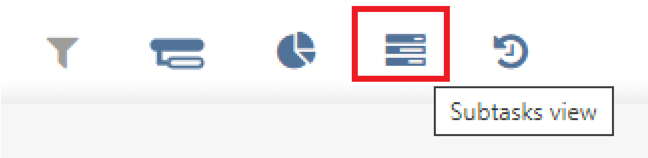


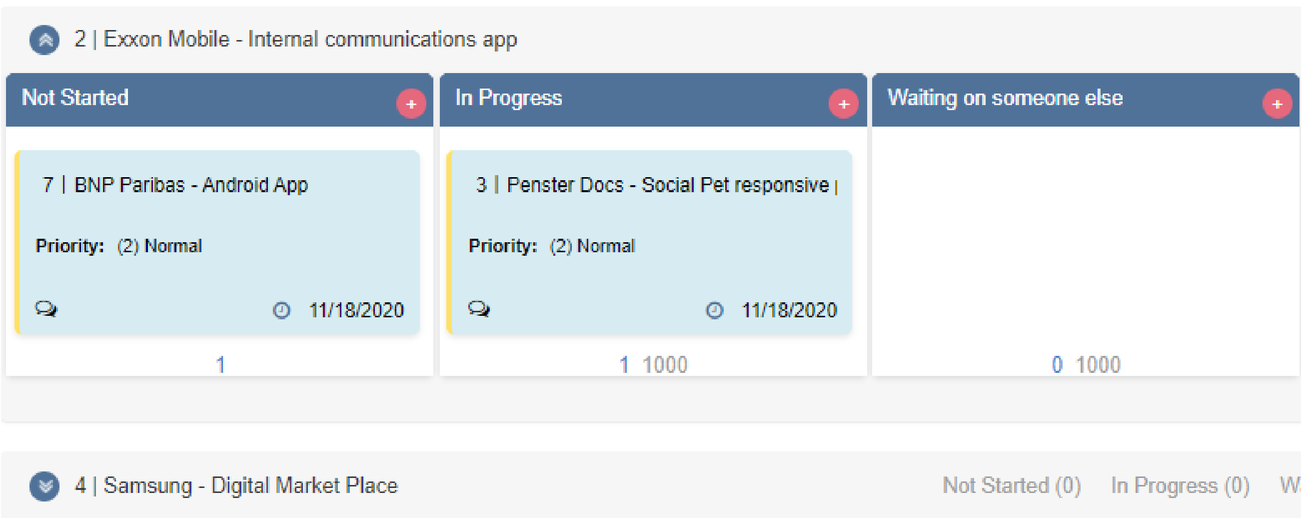
You can show or hide subtasks with a click on the “Show subtasks” (“Hide subtasks) icon. This option helps you to view only parent tasks.



Group Subtasks on the Board by Parent Tasks

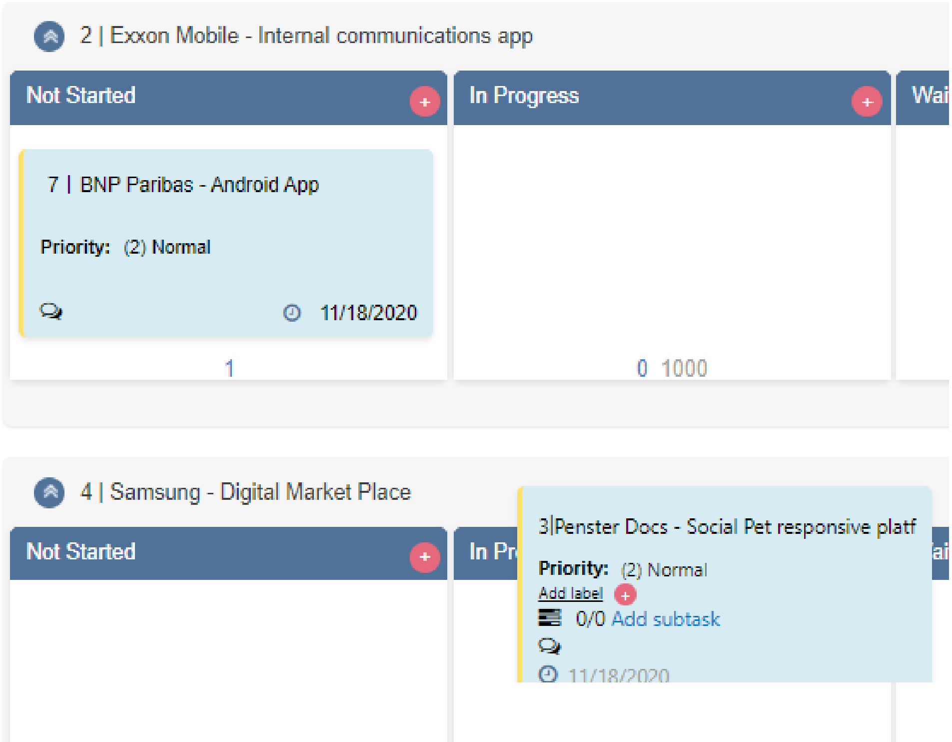
To manage the subtasks on your board easily, you can switch to the “Subtasks view” mode. This mode allows you to view subtasks grouped by a parent task. The parent task field becomes the swimlane field.





And certainly, since the subtasks now are grouped into swimlanes, you can move tasks between the swimlanes (parent tasks).

***Note**: this option is available for quick boards by default. In case you're working with a board from a custom task list, please, make sure that the "Enable subtask/checklist" checkbox is chosen in the "Advanced Setup -> Additional".*



***Note**: if you use a multi-level board with more than two levels of tasks, you can display the subtasks of all levels. Check that the "Allow multi-level" checkbox is chosen in the "Advanced Setup -> Additional".*

Parent ID Field

The **parent ID field** is used by default by task lists. But you can change this and use any other lookup field as a parent ID field. This may be useful if you need to group or categorize your tasks in your special way.

We use the parent ID field for quick boards because the board is made for a task list. This provides the maximum compatibility with such tools as MS Project, Gantt and etc.

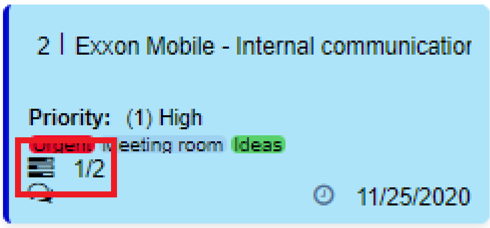
***Note**: starting from 5.2.2 version you can also use external lookup for parent ID field.*

If your board is created from a custom SharePoint list, it may not contain the Parent ID field (as it is usually done by default for task list functionality). To use the subtask mode in this case, you should add at least one lookup field to it for proper work of parent-child task relations.

When you're creating a quick board, the source task list is created automatically. It already contains the Parent ID lookup field required for using the subtask mode.

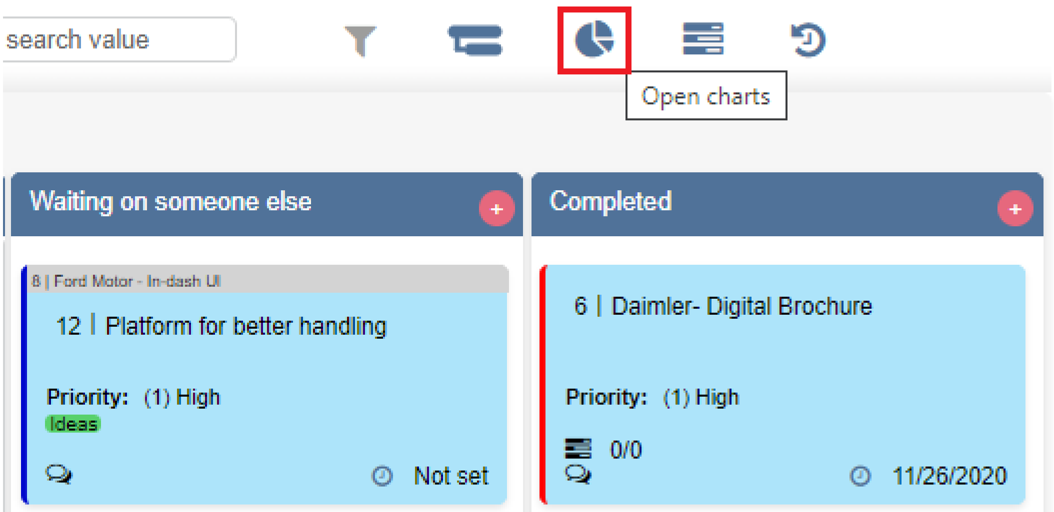
Subtask Counter

To track how many subtasks the parent task has and if there are completed ones, we have added the subtask counter. In this case, 1/2 means this parent task has two subtasks, and one of them is in the "Completed" status.



Charts

The charts in Virto Kanban board allow you to analyze the tasks as you wish. Click the "Charts" icon in the top right corner to open a chart view.

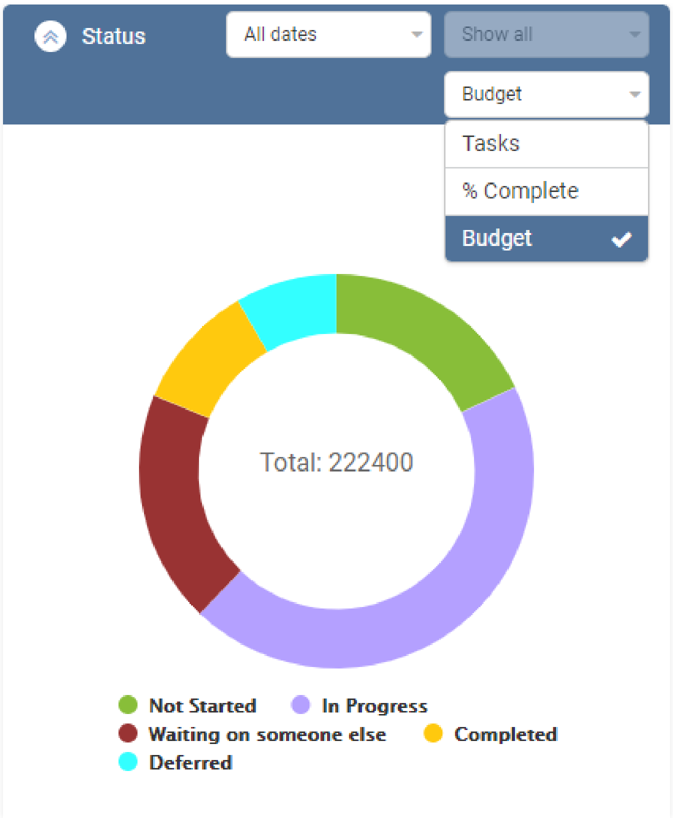


There you can see the tasks statistics displayed in four graphs — "Status", "Assigned To", "Completion" and "Burndown" and "Lead time".

Define the required parameters for your analysis.

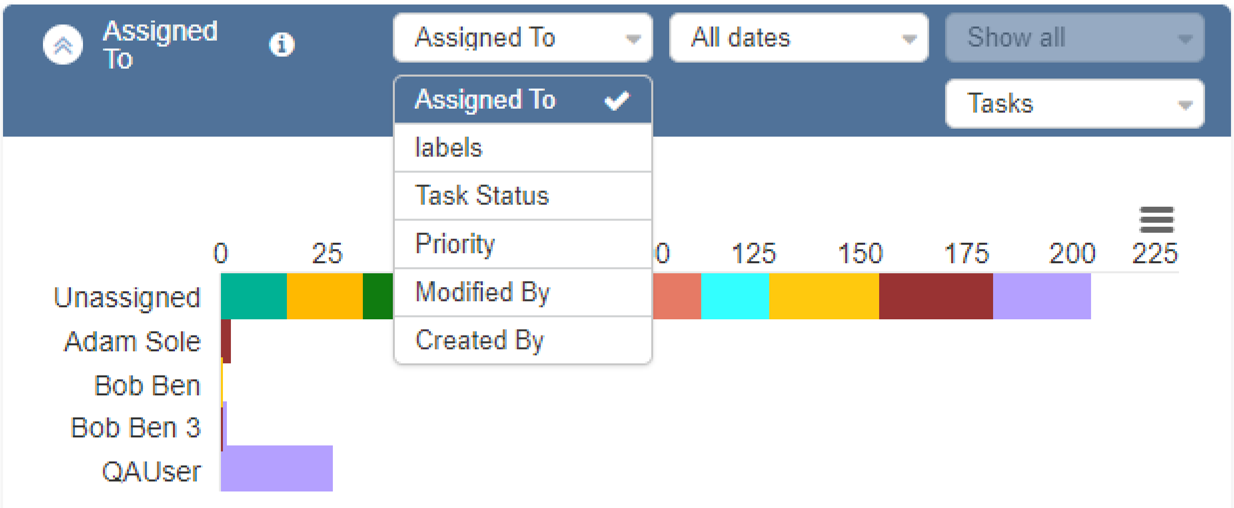
Status

Here you can choose in the dropdown the field you need, for example, Due date, the period to analyze, and the unit – number of tasks, percent, or budget. You always save this chart as an image.

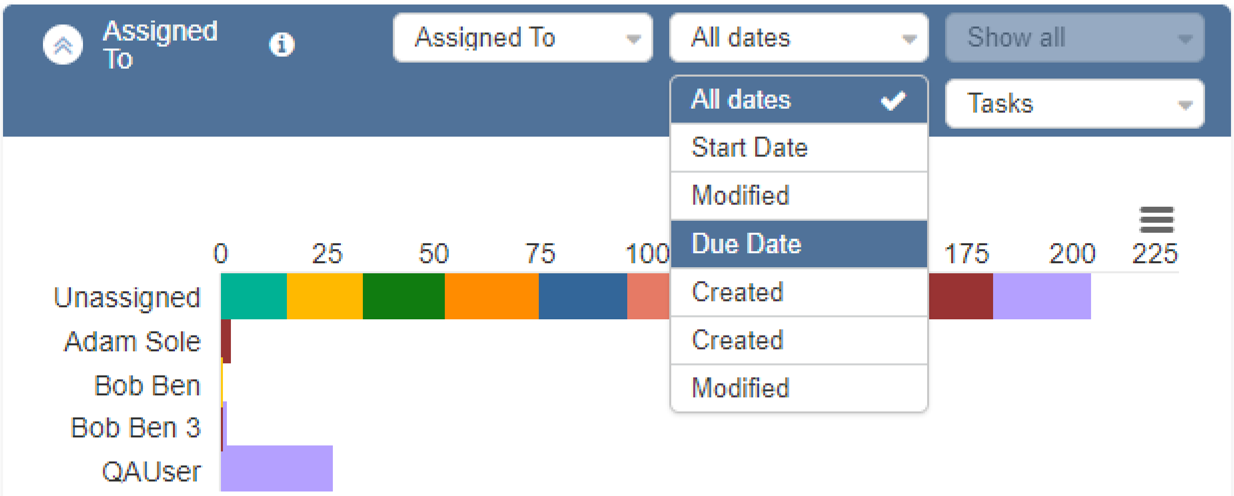


Assigned To

The same idea works with the second chart – Assigned To. For example, see the board members who modified the tasks during the last month.

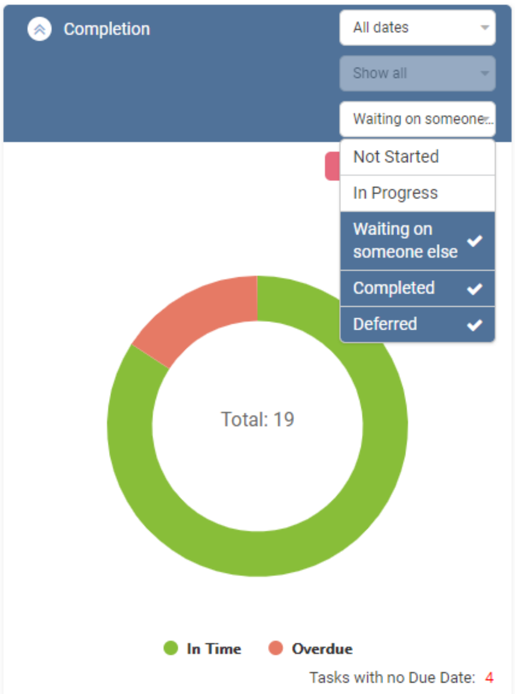


Play with the dropdown to create a report you need.



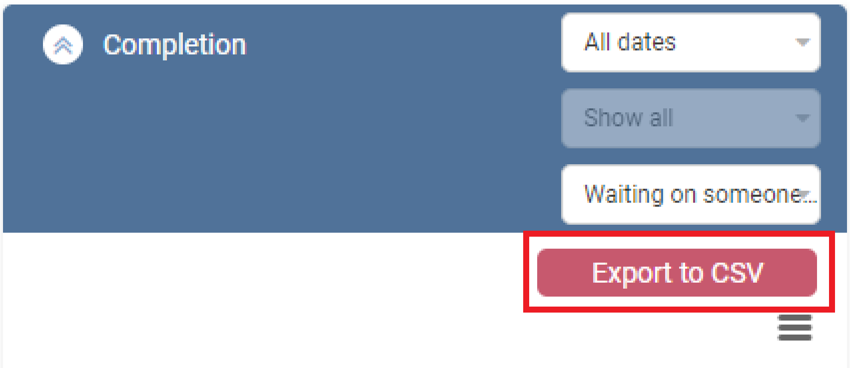
Completion

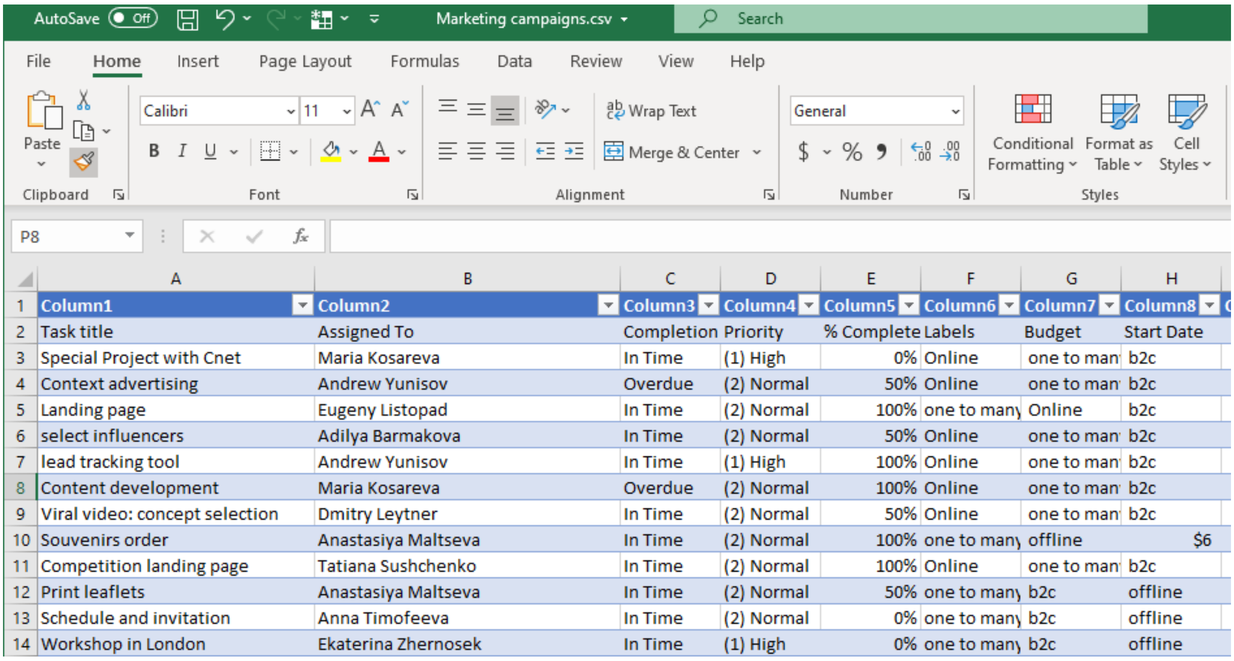
Use the "Completion" chart to see the tasks completed in-time and overdue. Since the data displayed in the chart comes from the SharePoint source list, the completed tasks may also be in other columns, such as "Deferred" or "Need someone else". You can add them to your report as well.



***Note**: the "Completion" chart shows only the tasks with a due date set. If a task has no due date, it does not appear here on this chart (see the marker under the chart).*

To see the completion report in detail, you can export the chart to a CSV file. In this format, you can sort the tasks and for instance, see the team members responsible for the overdue tasks.

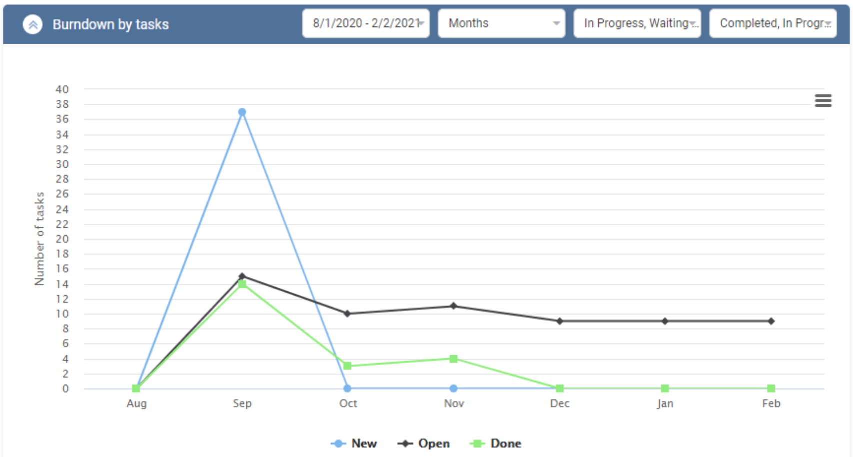




	A	B	C	D	E	F	G	H
1	Column1	Column2	Column3	Column4	Column5	Column6	Column7	Column8
2	Task title	Assigned To	Completion	Priority	% Complete	Labels	Budget	Start Date
3	Special Project with Cnet	Maria Kosareva	In Time	(1) High	0%	Online	one to man	b2c
4	Context advertising	Andrew Yunisov	Overdue	(2) Normal	50%	Online	one to man	b2c
5	Landing page	Eugeny Listopad	In Time	(2) Normal	100%	one to many	Online	b2c
6	select influencers	Adilya Barmakova	In Time	(2) Normal	50%	Online	one to man	b2c
7	lead tracking tool	Andrew Yunisov	In Time	(1) High	100%	Online	one to man	b2c
8	Content development	Maria Kosareva	Overdue	(2) Normal	100%	Online	one to man	b2c
9	Viral video: concept selection	Dmitry Leytner	In Time	(2) Normal	50%	Online	one to man	b2c
10	Souvenirs order	Anastasiya Maltseva	In Time	(2) Normal	100%	one to many	offline	$6
11	Competition landing page	Tatiana Sushchenko	In Time	(2) Normal	100%	Online	one to man	b2c
12	Print leaflets	Anastasiya Maltseva	In Time	(2) Normal	50%	one to many	b2c	offline
13	Schedule and invitation	Anna Timofeeva	In Time	(2) Normal	0%	one to many	b2c	offline
14	Workshop in London	Ekaterina Zhernosek	In Time	(1) High	0%	one to many	b2c	offline

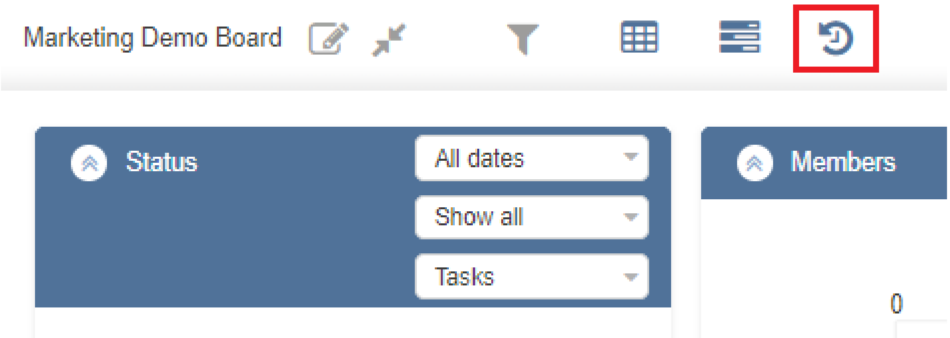
Burndown

You can also use burndown chart to represent the work left. The graph is formed automatically by the board tasks left. Just choose the period and start to analyze the efficiency.



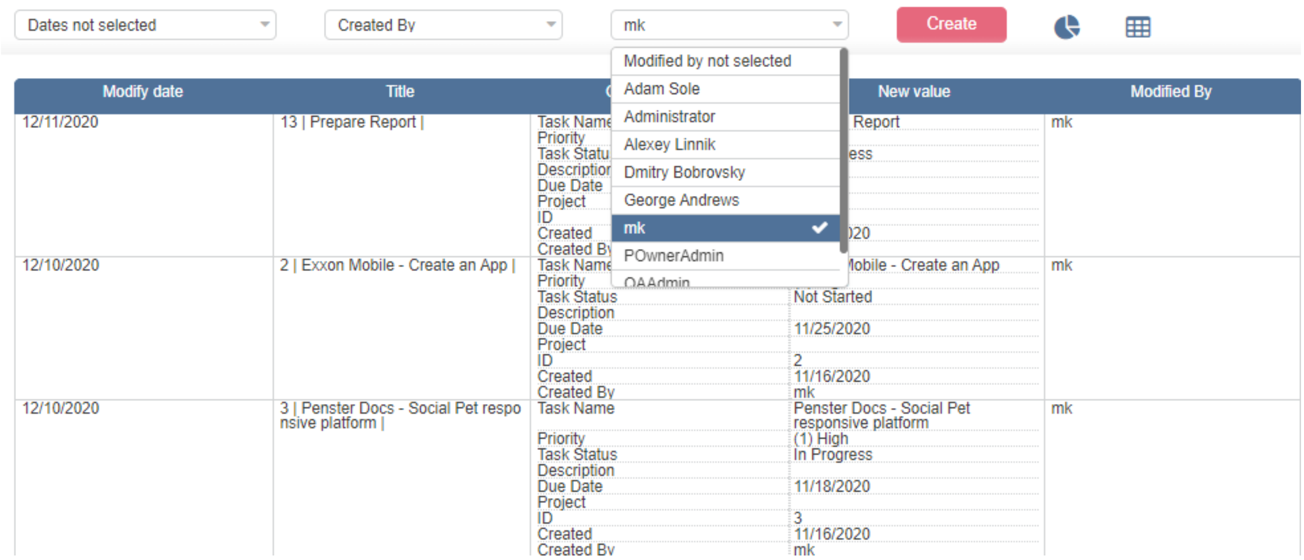
Board History

The board history icon is available in the top right corner. This feature allows you to track the tasks history and see all the changes on the current board.



***Note**: please check that the Item Version History option is enabled in the list versioning settings.*

Here you can select filters to view the changes you need.



***Note**: neither changes of attachments and pictures are displayed in task and board history.*

Version Release History

Release Date	Version	Description
2022-06-01	v.5.3.3	[+] Admin settings (Notification template) [*] Charts
2022-04-09	v.5.3.2	[+] Config [+] List templates (export/import) [*] Kanban SPFx app
2021-12-10	v.5.3.1	[+] Swimlane change on the board [+] Ability to add “Label”, “Date”, “Comments” from board settings
2021-10-28	v.5.2.3	[+] Notification condition (New task) [+] Subtask cycle detection [+] Add file to SharePoint document library [+] Actions [+] List of Boards
2021-06-09	v.5.2.2	[*]Charts have been updated [*]Loading speed optimization [+]Export to CSV file is added [+]External lookup for parent ID is added [-]Permissions have been fixed
2021-03-01	v. 5.2.0	[-]Bug fixing. Created/Modified by SharePoint App /SharePoint App
2020-11-18	v. 5.2.0	[+] Support subtasks [-] Multi lists behavior [*] Debug module [-] Custom notifications [+] Suggested notification [+] SPFx installation [-] Callout form [-] Fixed Attachments view [*] Quick board [+] Condition value [Me] [-] SPFX Calendar and Labels [-] SPFX configuration store [-] Custom list configuration [*] Fixed feature activation logic (for SP 2019 [*]Rebuild JS-files (for SP 2016)
2020-09-22	v. 5.1.0	[*] Virto Kanban Board web part for SharePoint 2019 can be used as SPFx web part

2020-05-05	v 5.0.4	[-] Notifications [+] Export Virto log records
2020-03-27	v 5.0.3	[*] Edit/View form re-design
2020-03-17	v. 5.0.2	[+] Disabled list event receivers
2020-03-12	v. 5.0.1	[+] Labels [+] Task and board history [+] Weight based stats [*] Behavior card tooltip (callout) [-] Mention user in comments (IE) [+] Unsubscribe link in mail body of comments watcher [*] Custom fields [*] Kanban Farm and Site settings [-] UI [+] Disable Content Security Policy [-] Fixed 'Counter' [-] Polish translation [+] Russian localization [-] Attachment's events [-] Internal bugs [+] Localization language from profile
2019-10-28	v. 4.4.12	[-] RichTextBox control [*] List picker design [+] Disable quick board [+] Sorting swimlanes
2019-10-08	v. 4.4.11	[-] Internal bugs [+] “Clone task” action
2019-10-08	v. 4.4.10	[-] “is modified” condition in notifications [*] “Table view fields changes” tag in notification body
2019-09-23	v. 4.4.9	[-] Polish translation [-] Reset style rule
2019-09-12	v. 4.4.8	[+] Mention user in comments [+] Image preview on ticket
2019-09-05	v. 4.4.7	[-] Internal bugs
2019-08-13	v. 4.4.6	[+] Details of error message
2019-07-25	v. 4.4.5	[*] Changed way to apply override settings [-] Polish translation
2019-07-17	v. 4.4.3	[-] Fixed issue with uploading attachments [-] Fixed issue with filtering by assigned field [-] Fixed issue with pages which contain special characters
2019-07-15	v. 4.4.2	[-] Fixed serialization issue
2019-07-08	v. 4.4.1	[+] Added Farm and Site Kanban global settings

2019-07-04	v. 4.4.0	[*] Kanban Engine has been rewritten [+] Added default swimlane for dynamic lanes
2019-07-02	v. 4.3.16	[-] User picker
2019-06-25	v. 4.3.15	[-] Fixed issue with Dynamic lanes [-] Internal bugs
2019-06-12	v. 4.3.14	[-] Fixed issue with infinite loop while loading lookups and managed metadata values [-] Fixed issue with style rule [-] Fixed issue with multi choice
2019-06-05	v. 4.3.13	[-] Fixed issue with Note field in Kanban Edit Item dialog for IE [-] Fixed issue with similar colors for Charts [+] Added ability to specify default view for each list.
2019-05-29	v. 4.3.12	[-] Fixed issue with UserField with allowed SharePoint Groups [-] Fixed issue: The length of the string exceeds the value set on the maxJsonLength property. [-] Error Handling: choice field without values. [-] Fixed issue: Kanban Card will be shifted to the first column if you change the state to a non-visible column [+] Logging module of web parts
2019-05-20	v. 4.3.11	[*] Added support for creating new items using standard SP forms within columns and swimlanes [+] Input dropdown control [+] 'In fill' support
2019-05-13	v. 4.3.10	[-] Internal bugs fixed [+] Enriched Text Fields on card [+] AD security groups as the recipient in notifications [+] Support Taxonomy (Multi) Field Type
2019-04-29	v. 4.3.9	[+] Option Hide empty fields
2019-04-23	v. 4.3.8	[*] Performance [+] Card update indicator [-] Fixed UI issues
2019-04-15	v. 4.3.7	[-] Fixed an issue with creating boards for existing lists
2019-04-12	v. 4.3.6	[-] Fixed issue with card title second field requirement
2019-04-11	v. 4.3.5	[-] Fixed css issues
2019-04-05	v. 4.3.4	[+] Added option to disable drag & drop [*] Removed Note field from allowed for title [-] Fixed issues with image field sizes and positions
2019-04-04	v. 4.3.3	[+] Added support for Image fields. [-] Fixed image oversize in reach text. [-] Fixed group notifications.
2019-04-03	v. 4.3.2	[+] Added support for 50mb+ files uploading via Kanban. [+] Added Note field to conditions and E-mail templates.

2019-04-01	v. 4.3.1	[+] Ignore sending if listed conditions weren’t changed [+] Ability choice operator for union Filters [+] Ability choice first day of week [+] Notification condition 'Is Modified' [*] Conditions (blocks and groups) [*] Notifications (SP Groups) [*] WIP limit for column [+] Modular Title [*] Board access permissions [+] Suggested notifications [+] Suggested rule styles
2019-03-25	v. 4.2.28	[+] Compatible boards v3.4.31
2019-03-18	v. 4.2.27	[-] Notification rule [-] Attachments [+] Watcher's email localization [-] Fixed encoding problems
2019-02-21	v. 4.2.26	[-] Save and load Board template [+] Select contenttype for fast task creation [-] Notification [+] Global Settings
2019-02-04	v. 4.2.25	[-] Broken avatar's URL in the rollup menu [*] Task removes to recycle bin [-] DateTime format [-] Internal bugs
2019-01-24	v. 4.2.24	[+] Extend Users receiving notifications [*] Userpicker's search string
2019-01-22	v. 4.2.23	[*] Performance [*] Broken avatar's URL [-] Fixed Notification rules [-] Internal bugs
2019-01-08	v. 4.2.22	[-] Fixed 'getorder' function [*] Added hover effect on userpicker
2018-12-24	v. 4.2.21	[-] Fixed internal bugs [+] Support Managed Metadata fields [+] Support Web Parts connection
2018-12-10	v. 4.2.20	[-] Fixed calendar localization [-] Fixed bug with 'Send notification', when task has been assigned to user [-] Fixed 'Create new board' on system pages (pages without library) [-] Fixed Multi choice control [*] URL Format of user avatars

2018-12-03	v. 4.2.19	[*] Display attachments as URL on card and on callout [-] Fixed logic of removing attachments [-] Fixed logic of calculating callout orientation
2018-11-26	v. 4.2.18	[+] Fixed bug with lookups filtering
2018-11-26	v. 4.2.17	[+] Added support for indirect users
2018-11-22	v. 4.2.16	[*] Fixed minor bugs
2018-11-12	v. 4.2.15	[*] List picker: use sites tree [-] Fixed support style rules ver. 3.*
2018-10-30	v. 4.2.14	[+] Support publishing pages based on page layouts [-] Fixed JQuery Pickadate when use noConflict
2018-10-24	v. 4.2.13	[-] Fixed bug with not supported cultures [*] Have added ability customize table in Rich Text user control [+] Support Message box [-] Fixed Polish translation [-] Fixed 'Configuration' icon visibility on Board actions [*] Excluded Gantt and Calendar views from settings [+] Added 'Expand all' icon on Board actions
2018-10-18	v. 4.2.12	[+] Board: Added ability to edit Card Title from card directly [+] Board: Added ability to edit currency value from card directly [+] Board: Added ability to sort by currency field [+] Board: Added ability to edit (multi)lookup value from card directly [+] Board: Added ability to sort by (multi)lookup field [+] Board: Added ability to edit (multi)choice value from card directly [+] Board: Added ability to sort by (multi)choice field
2018-09-18	v. 4.2.11	[-] Fixed bug with Swimlanes (Add swimlane)
2018-09-17	v. 4.2.10	[-] Fixed bug with List picker
2018-09-16	v. 4.2.9	[*] Filters union on the filter panel [*] Change UI of sort settings
2018-09-07	v. 4.2.8	[+] Fixed internal bug with js
2018-09-03	v. 4.2.7	[+] Support External lists [*] Changed css registration
2018-08-31	v. 4.2.6	[-] Fixed bug with default view [-] Fixed bug with Read Permission
2018-08-15	v. 4.2.5	[*] JQuery upgraded to 3.3.1 version [*] JQuery-ui upgraded to 1.12.1 version [-] Fixed bug with moving items between columns

08/08/2018	v. 4.2.4	[+] Advanced setup: Use SharePoint new form [*] Increase performance [-] Fixed logic of swimlanes
08/03/2018	v. 4.2.3	[+] Card setup: URL Format of user avatars [+] Advanced setup: Use horizontal scroll [*] Fixed Tooltip form position [-] Fixed some errors
08/01/2018	v. 4.2.2	[+] Added ability to select and add specific column in Settings [+] Added horizontal scroll on board [*] Added ability to edit date values from card directly
07/27/2018	v. 4.2.1	[+] Added ability to edit values from card directly [+] Extended Card settings: Use SharePoint form [*] Charts: Sort Members by ascending
07/17/2018	v. 4.2.0	[+] Added interactive search of cards on board [+] Extended Additional settings: sort field in column(cell) [+] Extended List settings: default view [*] Updated card UI [-] Fixed bug with swimlane settings [-] Fixed bug with permissions [-] Fixed bug with Counter (Calculated fields)
07/02/2018	v. 4.1.3	[+] Ticked by default options in Swimlanes settings [+] Task creation buttons have separated checkboxes. [+] Minimum count of task for Small card [+] Displayed number of all tasks when 'Max work tasks' is applied to a column
06/25/2018	v. 4.1.2	[+] Support templates of Kanban properties
06/18/2018	v. 4.1.1	[-] Fixed Available views setting (IE) [-] Fixed localization [-] Fixed Detecting HTTPS
06/11/2018	v. 4.1.0	[+] Compatible boards with v3.4.9 [-] Fixed UI bugs [+] Added German localization [-] Fixed Current Culture Number Format [-] Fixed URI Encode
05/29/2018	v. 4.0.9	[-] UI for IE [-] Fixed charts [*] Modified Polish localization
05/26/2018	v. 4.0.8	[-] Fixed Crashed setup
05/25/2018	v. 4.0.7	[+] Added Polish localization [*] Excluded Newtonsoft.Json.dll
05/23/2018	v. 4.0.4	[-] has been fixed a bug with first opening settings page
05/22/2018	v. 4.0.3	[-] has been fixed a bug with expired licenses

05/21/2018	v. 4.0.2	[-] has been fixed a bug with Personal filters
05/18/2018	v. 4.0.0	[*] Updated notifications and task watcher emails. [+] Multiple lists overlay ability. [+] UI redesign [+] Extended features for Board, Cards and Advanced Setup.
07/17/2017	v. 3.3.3	[*] Updated behavior of Swimlanes. If there are enabled filters the empty swimlanes will be hidden. [*] Updated Member filters. Show only users which are in the current tasks. [-] Total popup styles have been fixed.
07/13/2017	v. 3.3.2	[-] Fixed charts when the web part is connected [-] The Total popup styles have been fixed [*] User options in the Condition control have been updated. Show only list's members.
07/10/2017	v. 3.3.1	[*] The "Add new task" button behavior has been updated. The new tasks will be placed on the top of the column
07/07/2017	v. 3.3.0	[+] has been added support of the web part connection to filter tasks [+] has been added support of Sparqube lookup field [+] has been used Field configuration for rounding the totals
05/23/2017	v. 3.2.5	[-] "Overdue tasks colors" option for the counts has been fixed
05/17/2017	v. 3.2.4	[+] has been added "Ignore Max work tasks" option for the counts [+] has been added "Tasks Number" func for the counts
05/12/2017	v. 3.2.3	[-] have been fixed Assigned notifications when a task is added [-] have been fixed the cards' default colors [-] have been fixed the Overdue style
05/10/2017	v. 3.2.2	[-] have been fixed board's relative URLs in emails
05/05/2017	v. 3.2.1	[-] have been fixed relative URLs in emails
04/14/2017	v. 3.2.0	[*] has been updated the routing system to avoid failures the Fast Edit
04/05/2017	v. 3.1.2	[-] has been fixed the Overdue option [-] has been fixed the Permissions option
03/28/2017	v. 3.1.1	[-] have been fixed the loading of external users' avatars
03/27/2017	v. 3.1.0	[+] has been added the option to allow show tasks count for first and last columns [+] has been added the sorting for the members filter

03/24/2017	v. 3.0.6	[-] has been fixed getting list members to prevent crashes if one of request is failed
03/22/2017	v. 3.0.5	[*] has been removed "UserName" field from queries to User Information List to prevent migration issues from SharePoint 2010
02/03/2017	v. 3.0.4	[+] has been added the "Disable drag&drop" option [+] has been added the "Disable Task Watchers" option
01/18/2017	v. 3.0.3	[-] have been fixed broken links in IE [-] have been fixed user avatars in IE
01/16/2017	v. 3.0.2	[-] have been fixed broken links on non-root site collection
12/26/2016	v. 3.0.1	[-] has been fixed the dependency script error in the Welcome controller [-] has been fixed error while creating the new board
12/22/2016	v. 3.0.0	[*] has been updated design [+] has been added the Notification option [+] have been added the Charts [+] has been added the Watcher option [+] has been added swimlane totals
10/28/2016	v. 2.0.12	[-] has been fixed bug when the edit link does not appear in Edit Mode on the web part pages
06/22/2016	v. 2.0.11	[-] has been fixed bug with caching of users
03/21/2016	v. 2.0.10	[*] has been added ID field to callout's fields [-] has been fixed display behavior callout
02/04/2016	v. 2.0.9	[-] fixed bug with opening the configuration page in IE if the URL of page contains no English symbols [-] updated CSS rules
01/28/2016	v. 2.0.8	[-] has been reduced max-width of a swimlane tab title
01/26/2016	v. 2.0.7	[-] has been fixed localization on the configuration page [*] has been updated the salt for scripts to prevent caching
01/19/2016	v. 2.0.6	[-] have been fixed styles of swimlane tabs [+] add the new option, which allows to display number of items for first and last column
01/12/2016	v. 2.0.5	[-] updated the algorithm of detecting version of SharePoint
01/05/2016	v. 2.0.4	[-] have been fixed bug when the edit link does not appear in Edit Mode
11/19/2015	v. 2.0.3	[-] have been fixed the bug that occurs if the Lookup field is selected to generate swimlanes.

09/10/2015	v. 2.0.2	[-] have been fixe minor bugs: - if user field is chosen for a swimlane generation, you are not able to move task within swimlanes; - if user disable sorting option by displaying Kanban in Google Chrome, the board will not be expanded in a whole width of the page; - if the swimlane high is equal 1 and the option "Show user as avatar and full name" is chosen , moved tasks displayed incorrectly; - custom column width is applied, but not displayed in a width field after saving; - if sorting option is enabled, the moved task value for a default swimlane is not changeable; - if user field is selected for swimlane generating and user moves the task into swimlane with no assigned users, the previous user avatar will be still remained on task body.
09/01/2015	v. 2.0.1	[-] has been fixed "List not found error" on confirmation page [-] fixed texts and descriptions errors
08/28/2015	v. 2.0.0	[+] have been added Swimlanes [+] has been added the "Show user as" option [+] has been added the "Default color" option [+] has been added the "Quick filter" option [*] increased performance [*] redesign of configuration page
07/16/2015	v. 1.6.3	[-] invalid Caml Query for views which have a sorting if the Kanban sorting is enabled
07/13/2015	v. 1.6.1	[-] missing the User Profile Service in SharePoint Foundation 2013 [-] does not work "Remove Column" button on the configuration page
06/29/2015	v. 1.5.2	[-] the html markup for custom width of columns
06/26/2015	v. 1.5.1	[-] fields of types "DateTime", "LookupMulti", "UserMulti" not displayed in task callout
06/20/2015	v. 1.5.0	[+] ability to specify columns width [+] added the "Additional fields" option [-] markup of Kanban if the "New Item" button is disabled
05/19/2015	v. 1.4.5	[-] fixed incorrect URL of the new/view/edit form on non-main site collections [*] improved performance
05/06/2015	v. 1.4.4	[+] redirect to Kanban page after deleting an item in the modal dialog

04/30/2015	v. 1.4.1	[+] any list or library with Choice field can be used as a data source.
04/29/2015	v. 1.4.0	[+] tasks are sortable [-] does not check overdue tasks in the last column [+] the sorting of filter items in drop down lists [-] prevent the refreshing of selected items in filter drop down lists after updating a view, creating, or editing a task
04/15/2015	v. 1.3.2	specified container for draggable items
04/09/2015	v. 1.3.0	[+] added the Overdue Task Marker option [+] added the Task Body Color option [+] added filter by user [+] added filter by custom field [+] added the option for access to manage tasks [*] user icons displayed on the task [*] create/update of settings of Virto Kanban Board on the separate page [*] renamed to "Virto Kanban Board Web Part"
02/04/2015	v.1.2.3	[*] Upgraded the column customizer [*] Slightly changed tasks design [*] Increased the performance and optimized requests to SharePoint [+] Added new options for columns - title, item count and total functions [+] Added the opportunity to select the behavior of double click
04/22/2014	v.1.0.0	First Public Release