



Items per Person

Introduction

Items per Person let you create an item in any board for each person listed in a people column with a click on a button. The new item(s) are linked back to the original item by either a link or a connected boards column.

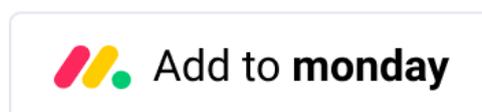
The Items per Person app is developed by monday.com power users and is available on the monday.com marketplace. When downloaded from the marketplace the app is installed in trial mode (10 days) and can be unlocked through the [Excellent Team](#) shop at any time.

You can skip to:

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Installation

When you have already installed this app (e.g. in trial mode) you can skip to the [Configuration](#) section. There is no difference between the trial version or the paid version.



By clicking the image above you add this app to your monday.com account. In case you have multiple accounts, please select the correct account in the upper right corner. During the installation you are asked to authorize the app (see section below).

After installation of the Excellent Team app into your monday.com account you can add the app recipe(s) to your boards. You do this by clicking the integrations and find the monday App you are interested in.

Authorize the app

During the installation of the app in your monday.com account the required permissions (scope) for this app were shown. The app does not store user access tokens but the monday.com platform will grant the permissions shown during the installation for 60 seconds to the app. All actions will be performed with the user credentials of the user that installed the app.

Install **<<App Name>>** in your account
The app will be available to all users in your account



On monday.com, **<<App Name>>** would like to:

Read all of your boards data	The requested permissions (scope) may differ for different apps
Modify any of your boards' data	
Send notifications on your behalf	
Create and modify webhooks	

Cancel

Install

Configuration

You can configure the feature as any other monday.com automation. Just click the highlighted words to configure the feature for your board. In this case:

When this button is clicked, create an item - using this format - for every person listed in this column, in this board. Assign the person here and create a link back to this item here.

Where:

- this button: the button that will initiate the action
- this format: See “Using fields” section
- this column: the people column in the current board holding the persons
- this board: the board in which the item(s) will be created
- here: the people column in the target board selected which receives the person
- here: the (link or connected-boards) column in which will hold the link back to the original item

When ready you can add the feature to your board by clicking “Add To Board” in the lower right corner.

Warning: the columns for the target board (people and link) need to be available in the target board before adding this recipe.

When using a connected-boards column to hold the link back to the original item you have all the advantages of mirror columns using that connected-boards column. With that you can easily mirror any column form the board holding the original item.

Warning: when using a connected-boards column that column should be already configured in the target board to link to the board holding the original items. If this is not done before adding the recipe to the board the app will send a monday notification asking you to take action.

The monday.com platform requires persons to be subscribed to a board before they can be assigned in a people column. The app will take care of that by subscribing all persons listed in the people column to the target board. **Warning:** this auto subscribed gives automatic access to all persons listed in the people column of the board holding the original item.

Usage

On first use of the feature you will be granted a 10-day trial period, unless you purchased the Excellent Team app in the shop. If you want to use the feature after this trial period you can purchase the feature in the [Excellent Team](#) shop. After purchasing the feature it will be available immediately and if you already configured the feature you will not lose your configuration.

The feature is fully functional in trial mode. You will receive a notification in monday.com that show that the feature is in trial mode. A few days before the end of the 10 day trial period you will receive another notification. The feature stops working after the trial period is passed and you can safely remove the feature from your board(s).

Using fields

In the text box ([this format](#)) you can enter fields in between curly brackets {}. Supported fields are:

- {item} - the item name of the original item
- {year} - the current year in 4-digit notation
- {quarter} – the current quarter
- {month} - the current month in 2-digit notation

When {item} is omitted the net item name will be the original item name with the text in the format box appended to it.

The field {columnid} can be used to replace this part of the string with the value found in the column (in the board this recipe is added to) with the entered columnid.

Warning: {columnid} needs to be the id of a text column (not the name of the column). You can find the columnids by activating Developer mode in monday.com. (Avatar > monday.labs > Developer mode > Activate).

Supported column types for the {columnid} field are: text, status, connected-boards and mirror.