TimeControl® Online

Subscribe to TimeControlOnline in the Cloud for the industry's most flexible and integrateable timesheet

http://docs.timecontrol.org/Application/Times

TimeControl - Entry

TimeControl®

Gail Robinson Dashboard My Account Logout Help Support Info

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TimeRequest
Line Item Approval
Line Item Approval

List | Entry

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Navigation

Actions

Entry

Toggle Menu

Employee Information

👤 **Employee** Robinson, Gail
Resource Description Gail Robinson

Timesheet Information

Period 9/24/2017 - 9/30/2017
Timesheet Status DRAFT **Timesheet Source** Gail Robinson
Timesheet Owner Gail Robinson **releasing to** Tom Logan

Add | Copy | Delete | Options | Group | Timesheet Attachments | Timesheet Notes | Start Stop | Worksheet

#			Project Name	Charge Code	Charge Description	Rate Code	Mon 9/25/2017	Tue 9/26/2017	Wed 9/27/2017	Thu 9/28/2017	Fri 9/29/2017	Total	ETC	Complete	Source
1	⊞	☐	BOAT SHOW	BOAT SHOW.1.13	Exhibitor services request form	S-GAILR	3h	4h30m	3h	2h		12h30m	0h	☑	Gail Robinson
2	⊞	☐	BOAT SHOW	BOAT SHOW.1.2	Determine tradeshow planning contact	S-GAILR	2h	1h30m	1h		5h	9h30m	0h	☑	Gail Robinson
3	⊞	☐	BOAT SHOW	BOAT SHOW.1.4	Review booth resource number limitation	S-GAILR	1h					1h		☐	Gail Robinson
4	⊞	☐	INTERNAL	INTERNAL.MEETING	General Meetings	S-GAILR	1h	30m	2h	1h	30m	5h		☐	Gail Robinson
5	⊞	☐	INTERNAL	INTERNAL.TRAVEL	Travel for company business	S-GAILR		1h		5h	2h	8h		☐	Gail Robinson
1	⊞	☐	POLAR	POLAR.13	Training Materials	S-GAILR	1h	30m	2h		30m	4h	40h	☐	Gail Robinson

8h | 8h | 8h | 8h | 8h | **40h**

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Analyze

100%

Easy to use timesheets...

TimeControlOnline is the subscription version of *TimeControl,* one of the world's most popular timesheet systems. This in-the-cloud edition comes with all of same features and benefits and allows you to deploy your timesheet solution as a subscription service rather than having to purchase, install and maintain the system internally.

In today's challenging economy, corporations need to track how time is being spent. *TimeControlOnline* provides an easy-to-use robust timesheet system designed to track both project and non-project hours.

Subscribing to *TimeControlOnline* means you can be up and running with timesheets instantly!
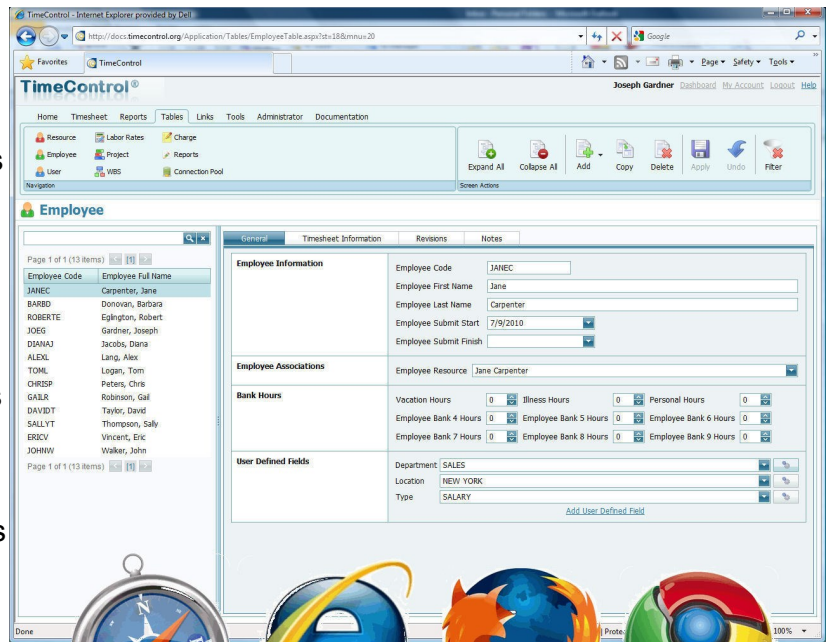
Timesheet Matrix Approvals

TimeControlOnline supports HMS Software's unique Matrix Approval Process for Labor Actuals™ which allows for quick authorization of project data by both Project Managers and Supervisors. Automated validation of timesheet data is handled by *TimeControl*'s remarkable Validation Rules. Additional approvals can be done manually with a simple Approve/Reject or Approve/Update process. The Project Manager Validation screen displays an easy-to-view hierarchical interface for managing project approvals.

Vacation Management with TimeRequest™

TimeControlOnline includes the TimeRequest module which enables approval and management of time-off requests such as vacation or personal time or any other category of time in the future that must be approved in advance.
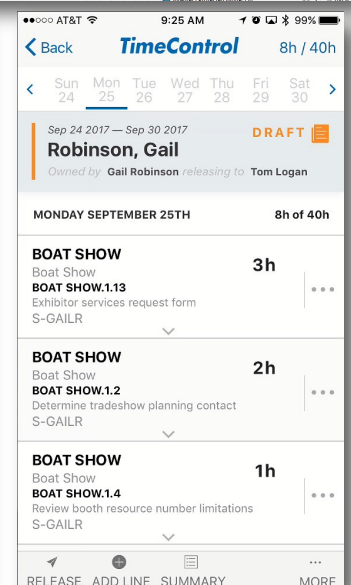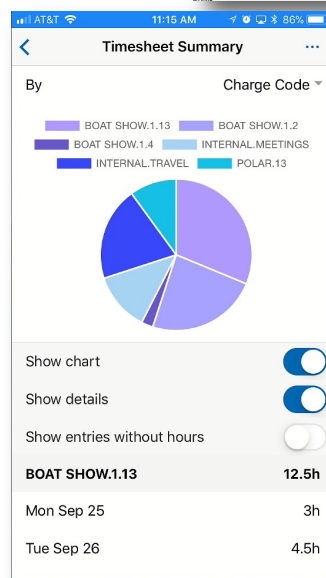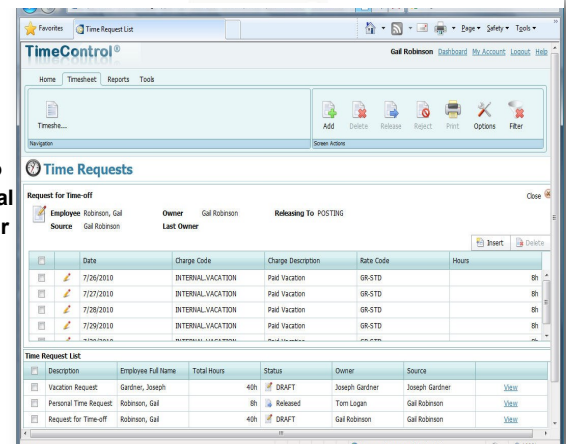
Free TimeControl Mobile App™

The TimeControl Mobile App is a free app designed for both iOS and Android mobile devices. It allows you to connect to your TimeControl system no matter where you are. The App can be downloaded at no cost from the Apple App Store or Google Play and they can instantly create, edit or approve timesheets right from the mobile device.
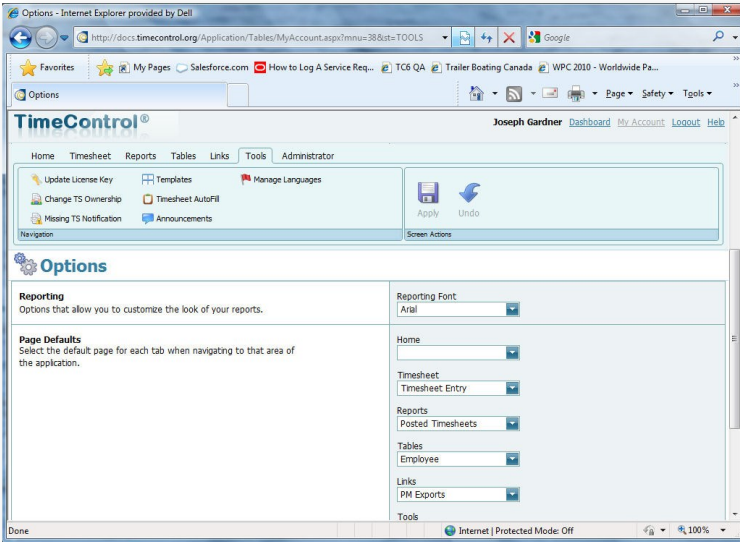

TimeControl's easy-to-use timesheet interface works with multiple browsers

TimeControl includes a TimeRequest module to request and get approval for vacation, personal or other time off.
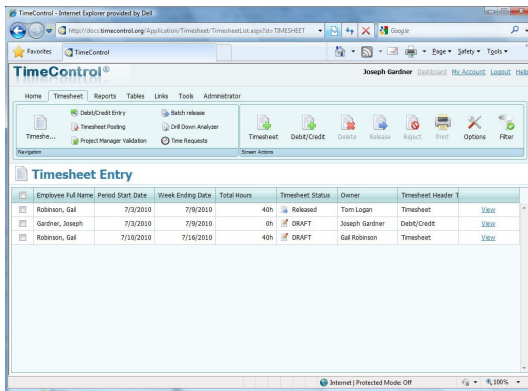

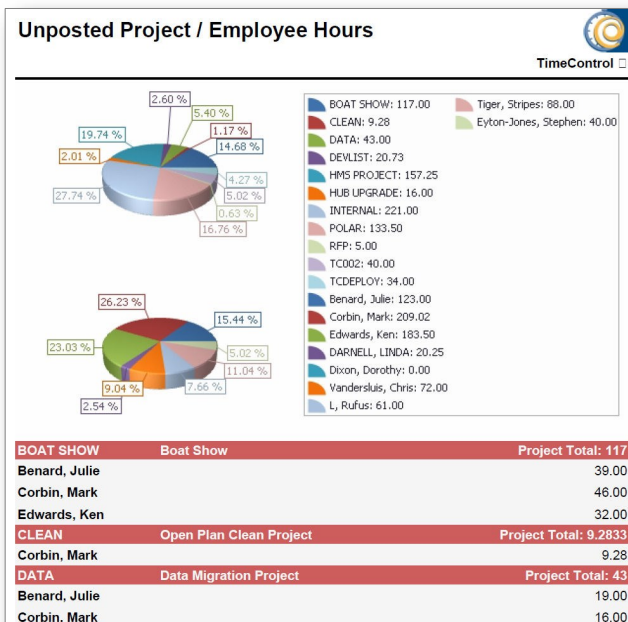**The TimeControl Mobile App brings TimeControl to your mobile device**

TimeControl's MyAccount lets users customize their TimeControl experience.

TimeControl already integrates with Microsoft Project and Project Server Oracle Primavera Pro and EPPM, Brightwork, HardDollar, VersionOne and Deltek's Open Plan and Cobra.

TimeControl includes extensive reporting and an unlimited number of links to external systems to be defined. It can transfer data with virtually any ERP or Finance system including SAP, Oracle Financials and Microsoft's Dynamics.
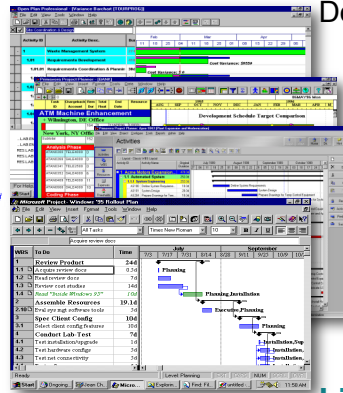
Total Flexibility with User Profiles

The *TimeControl* user experience is completely customizable in the User Profile area. This includes which functions, reports, data and even fields are displayed and how they're named. No other system on the market today offers this much flexibility.

Along with flexibility comes one of the most secure timesheet systems on the market today. This makes *TimeControl* at once a secure, deployable system and an easy-to-use one as well. TimeControl's interface can also be integrated directly into portals like SharePoint.

Links to Project Management Systems

TimeControl includes direct links to project management systems such as Microsoft Project and Project Server, Oracle Primavera, Deltek's Open Plan, and Cobra.

Integrating with a project management system drastically reduces timesheet errors as time can only be charged against valid tasks. Hours, costs and progress are returned from *TimeControl* directly to the project management system.

Links to Finance Systems

TimeControl also links to virtually any ERP or Finance system including SAP, Oracle Financials, and Microsoft Dynamics as well as countless others. *TimeControl's* batch tracking of any exported data ensures that it will not be exported twice inadvertently.

Auditable adjustments via TimeControl's Debit/Credit functionality and an ability to close previous periods from adjustments, allows *TimeControl* data to be accepted by the Finance system with confidence.

The auditable nature of *TimeControl* means you don't need to worry about reconciling the data from multiple timesheet systems or multiple sources.

Expense Reports

TimeControl includes extensive expense report functionality. Users can enter an unlimited number of expense report items for each timesheet line.

TimeControlOnline is a flexible, easy-to-use timesheet service that lets you get started on timesheets instantly

Features

TimeSheet as a Service (TaaS)
- Subscription-based hosted service
- No hardware to buy
- Available from anywhere (web-based)
- Nothing to install or manage
- No database server to establish
- All updates managed by HMS
- Enhanced security ensures your data is safe and secure

Easy to use Interface
- Full web-based browser interface with multiple browsers supported
- TimeControl can be implemented within a SharePoint interface or a Microsoft Project Web Access interface
- Scaleable user profiles facilitates use for data entry users yet provides full functionality for administrators
- Multilingual
- Unlimited charge codes displayed in simple, hierarchical drop-down lists
- Unlimited free-form notes for each line item and each timesheet
- E-mail-enabled. E-mail messages sent for system notices such as rejected timesheets or missing timesheets
- Scheduleable E-mail notification for missing or unapproved timesheets.
- Predefined timesheets based on resource assignments from the project management system or by user input
- **TimeControl Mobile** web interface for smartphones included

Robust Architecture
- N-tier architecture makes system scaleable for 10 to 100,000 users
- Unlimited rate codes per employee
- Field-level security. Make any field visible, value read-only, or invisible
- Complete redefinition of every field label

- Complete auditability of timesheet data
- User-defined fields on every table
- Add pop-up data validation for each user-defined field
- Allows charges to be linked to a specific project or project-independent
- Multiple overhead charge types
- Filter charge codes, projects and rates visible to any employee

Web Interface
- MyTimeControl™ home page dashboard gives extensive and customizable dashboard information to employees

Approval Process
- HMS's unique *Matrix Approval Process for Labor Actuals™*
- Unlimited automatic Validation Rules are user defineable, flexible and can be applied globally or to any group or even an individual
- Unlimited manual validation levels in which each employee can have a unique approval routing
- Project Managers or Account Managers can preview and redistribute hours prior to linking with a project management system or exporting to Finance

Links to Project Management
- Direct integration with popular project management systems such as Microsoft Project and Project Server, BrightWork, Primavera Pro and Primavera EPPM, Deltek's Open Plan and Cobra, and Hard Dollar's HD ECM
- Supports multiple project management systems and multiple versions simultaneously
- Customizable import/export function to interface with virtually any finance or ERP system including SAP, Oracle,

PeopleSoft and Microsoft Dynamics and payroll services such as ADP
- Interface can stand alone or be integrated directly into SharePoint or Microsoft Project Web Access

Time-off Request
- **TimeRequest**™ module enables pre-approvals for vacation, personal or other leave time
- TimeRequest allows multiple levels of approval
- TimeRequest automatically populates future timesheets with approved time off

Flexible Reporting
- Excel-like reporting format allows output to any Windows-compliant printer or reports can be saved as Excel, XML or HTML files
- Reporting Wizards allow an unlimited number of reports to be created and saved for later use
- Unlimited levels of data selection, filtering and sorting
- Drill Down Analyzer provides instant ad-hoc analysis of data at any level

Expense Reports
- Users can enter non-labor costs on their timesheet
- Unlimited number of expense items per timesheet line item
- Expenses can be tracked back to a project management and/or finance system

Government Compliance
- Complies with requirements for DCAA, R&D Tax Credits, European Time Directives, FMLA, the California Wage Laws and Sarbanes-Oxley

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