

TimeControl 4[®]

Value Propositions



The benefits of implementing TimeControl are numerous. Hundreds of firms world-wide have enjoyed benefits of implementing TimeControl. Obviously the advantages to each organization are different. We have compiled some of the most common benefits into categories by role below



Executives

1. Identify where labor is being spent
2. Realize benefits to the bottom line by focusing resources onto more effective areas
3. Get consolidated reports for all staff from all areas
4. Get and track metrics on project progress
5. Save money on the bottom line



Chief Information Officer

1. Reduce maintenance costs
2. Eliminate redundant systems
3. Integrate into legacy corporate systems
4. Leverage your existing IT infrastructure
5. Provide direct access to data for metrics and scorecarding



Chief Financial Officers

1. Track capitalizable work in an auditable system
2. R&D tax credits
3. Auditable labor results
4. Comply with government standards: DCAA, SOP-98, Oxley, Calif Work Rules
5. Use a single source of data for both Project and finance purposes such as payroll, billing and, job costing



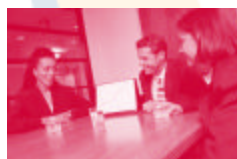
Team Members

1. Less work to enter data
2. Easy to access through the web
3. Pre-populate timesheet with scheduled tasks
4. A seamless user experience
5. See vacation, sick leave and personal time taken and available



Project Managers

1. Integrate with project management systems like MS Project, Primavera, Open Plan
2. Use the same source data for actuals as Finance
3. Track project costs separate from salary cost
4. Use unlimited rate codes to track overtime and project billings
5. Matrix approvals let project managers approve or redistribute hours before accepting them in the project.



Resource Managers

1. Link directly to corporate HR systems
2. Comply with HR business rules for flex time, banked time, leave time and holidays
3. Link directly to payroll with business rules appropriate to pay systems
4. Track non-project time for training, and time-off.
5. Resource approvals are part of the Matrix Approval Process



TimeControl 4 delivers a powerful, flexible timekeeping system designed for project environments

Features

Interface

- Full browser-based interface and;
- A Windows interface (**TCp and TCe only**)
- Scalable, multi-level interface facilitates use for data entry users yet provides full functionality for administrators
- Multilingual interface
- Unlimited charge codes displayed in simple, hierarchical drop-down lists
- Project management system activity information viewable directly in TimeControl
- 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
- Predefined timesheets based on resource assignments from the project management system
- Customizable menus (**TCp and TCe only**)

Architecture

- Open database architecture; support for Oracle, Sybase, Microsoft SQL Server, Informix and InterBase databases (**TCp and TCe only**)
- True client/server design minimizes network traffic
- N-tier architecture makes system scalable for 10 to 100,000 users
- Unlimited rates per system
- 1,296 different rates per employee
- Field-level security. Make any field visible, value read-only, or invisible
- Complete redefinition of every field

label in the system through a simple label editor (**TCp and TCe only**)

- Easy to use
- Complete auditability of timesheet data
- User-defined fields on every table (**TCp and TCe only**)
- Data Dictionary facilitates integration with any external system
- Allows charges to be linked to a specific project
- Allows charges which are project-independent
- Multiple overhead charge types
- Extensive activity data stored for each charge code
- Filter charge codes, projects and rates visible to any employee

Web Interface

- N-tier architecture allows a zero-configuration client station with unlimited capacity
- Multi-platform timesheet applet is a paper-thin 200KB (**TCe only**)
- Timesheet supports proxy server security (**TCe only**)
- Timesheet supports virtually all Java environments including Windows, Macintosh, Sun, Linux and many more (**TCe only**)
- Administrative functions support Internet Explorer under Windows 95, 98, NT, ME, 2000 and XP.

Approval Process

- HMS's unique *Matrix Approval Process for Labor Actuals™*
- Unlimited automatic Validation Rules
- Validation Rules are database-based and completely flexible
- Unlimited manual validation levels in

which each user can have a unique approval routing

Links to Project Management

- Direct integration with popular project management systems such as Microsoft Project, Primavera's P3, P3e and TeamPlay, and Welcom's Open Plan and Cobra
- Supports multiple project management systems simultaneously
- Customizable import/export function to interface with virtually any finance or ERP system

Reporting

- Excel-like reporting format allows output to any Windows-compliant printer or reports can be saved as Excel or HTML files
- Reporting Wizards allow an unlimited number of reports to be created and saved for use later on
- Unlimited levels of data selection, filtering and sorting

Expense Reports

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

Government Compliance

- Complies with requirements for DCAA, European Time Directives, FMLA, SOP-98 and the California Wage Laws

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