

TimeControl® and SharePoint

An enterprise timesheet
presented within your
corporate collaboration
environment

TimeControl - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Search Favorites Go Address http://ps2007b2/ProjectServer/_layouts/pwa/timecontrol/timecontrol.aspx Project Web Access Welcome Brad Sutton | Beta Feedback

Home Site Actions

TimeControl Enterprise

- My TimeControl Home
- Timesheet
- Reports
- Tables
- Links
- Tools
- Administrator
- Documentation
- Logout

My TimeControl Home

Vacation/Sick/Personal time remaining

Severity	Description	Alloted	Taken	Remaining
Green	Vacation Time Remaining	120h	0h	120.0h
Green	Sick Time Remaining	80h	0h	80.0h
Green	Personal Time Remaining	40h	0h	40.0h

Values bases on dates from 1/1/2006 to 12/31/2006

Welcome back TimeControl Administrator

Timesheets Awaiting Approval

At this time, you have no timesheets awaiting approval for the past 2 weeks.

Personal Timesheet Status

Severity	Week Ending Date	Status
Red	10/27/2006	MISSING
Red	10/20/2006	MISSING
Red	10/13/2006	MISSING

Announcements

Christmas Party planning

Annual staff party planning is underway. Click on this announcement for more details... [more](#)

Posted Date: 10/1/2006

Project Audit on Polar Project

The Polar project is undergoing internal DCAA audit... [more](#)

Done Local intranet

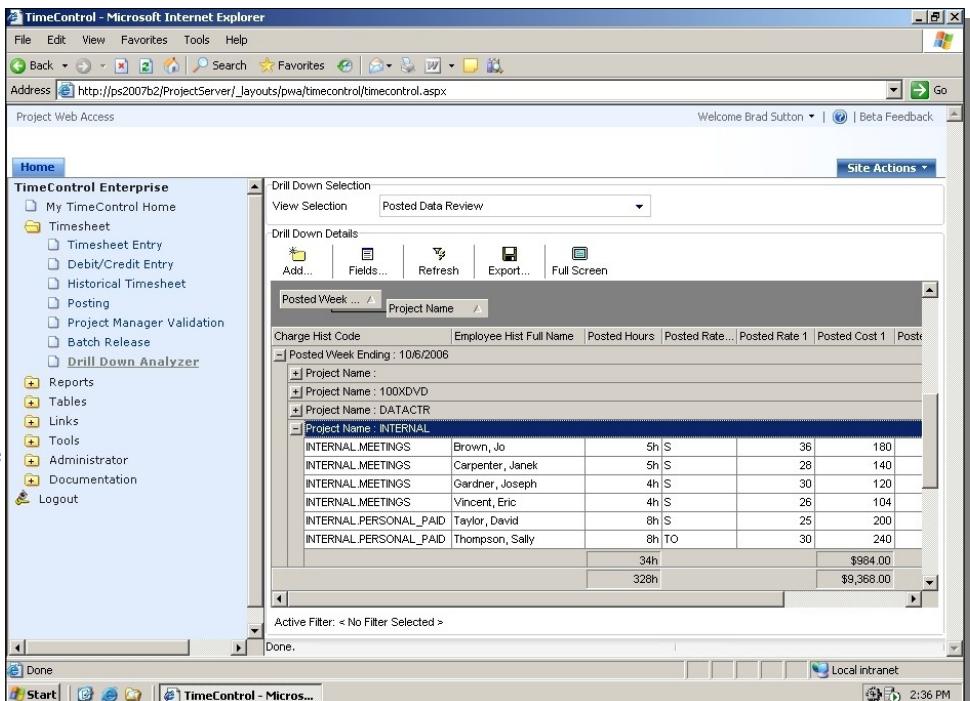
Start TimeControl - Micros...

2:33 PM

Easy to use timesheet

In today's challenging economy, just tracking hours is no longer an effective way of managing time. These days, to be effective, corporations need to track how time is being spent. Many organizations are turning to projectized time tracking as a way of getting this done.

One of the most difficult aspects of implementing project control is the capture and approval of labor costs. *TimeControl* provides an electronic timesheet system designed to serve both Finance and Project Management.



The screenshot shows a Microsoft Internet Explorer window displaying the TimeControl web application. The left sidebar contains a navigation menu with options like 'My TimeControl Home', 'Timesheet' (selected), 'Debit/Credit Entry', 'Historical Timesheet', 'Posting', 'Project Manager Validation', 'Batch Release', 'Drill Down Analyzer', 'Reports', 'Tables', 'Links', 'Tools', 'Administrator', and 'Logout'. The main content area has a 'Drill Down Selection' dropdown set to 'Posted Data Review'. Below it is a 'Drill Down Details' section with buttons for 'Add...', 'Fields...', 'Refresh', 'Export...', and 'Full Screen'. A table titled 'Posted Week Ending : 10/6/2006' is displayed, showing data for various projects and employees. The table includes columns for Charge Hist Code, Employee First Name, Posted Hours, Posted Rate, Posted Rate 1, Posted Cost 1, and Posted Cost 2. The data shows several entries for 'INTERNAL_MEETINGS' and other project names like '100XDVD', 'DATACTR', and 'INTERNAL'. The total hours and cost are summarized at the bottom.

SharePoint interface

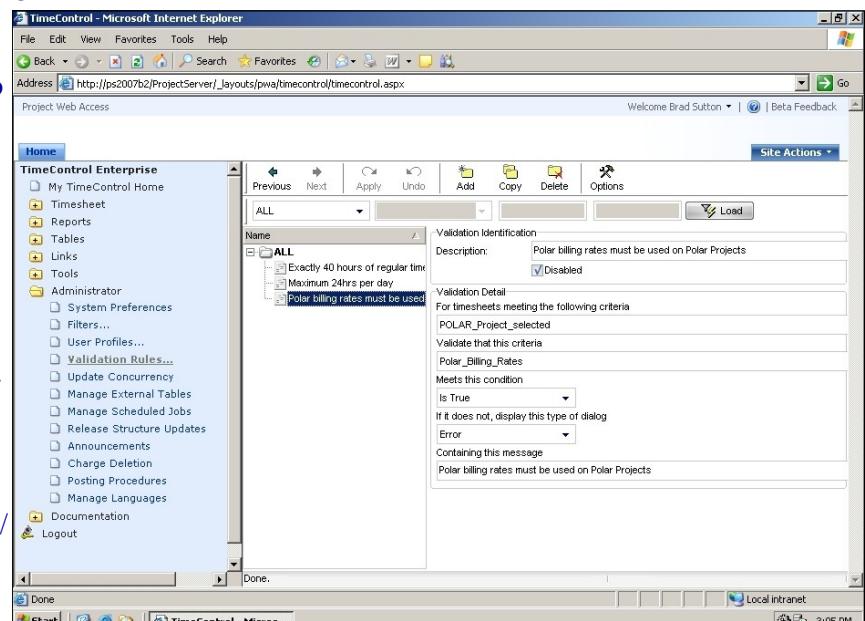
TimeControl can be installed directly in your Windows SharePoint Services interface. This powerful collaboration environment is in use by over 85million people around the world. *TimeControl* is one of the first timesheets anywhere to completely support the SharePoint interface and provide SharePoint end-users with an uninterrupted user experience!

TimeControl's easy-to-use web interface is completely customizable. It is the most effective way to enter both timesheet data and project progress at the same time.

Open Architecture

TimeControl is an open architecture system that supports a variety of databases including MS SQL Server, Oracle and Sybase .

Customizable user profiles allow the *TimeControl* interface to be tailored to each user's requirements.



The screenshot shows a Microsoft Internet Explorer window displaying the TimeControl web application. The left sidebar contains a navigation menu with options like 'My TimeControl Home', 'Timesheet' (selected), 'Reports', 'Tables', 'Links', 'Tools', 'Administrator' (selected), 'System Preferences', 'Filters...', 'User Profiles...', 'Validation Rules...' (selected), 'Update Concurrency', 'Manage External Tables', 'Manage Scheduled Jobs', 'Release Structure Updates', 'Announcements', 'Charge Deletion', 'Posting Procedures', 'Manage Languages', 'Documentation', and 'Logout'. The main content area shows a validation rule configuration screen. A validation rule named 'Polar billing rates must be used' is selected. The 'Validation Identification' section includes a description: 'Polar billing rates must be used on Polar Projects' and a checked 'Disabled' checkbox. The 'Validation Detail' section lists criteria: 'Exactly 40 hours of regular time', 'Maximum 24hrs per day', and 'Polar billing rates must be used'. The 'Validation Rule' section details the validation logic: 'For timesheets meeting the following criteria POLAR_Project_selected Validate that this criteria Polar_Billing_Rates Meets this condition Is True If it does not, display this type of dialog Error Containing this message Polar billing rates must be used on Polar Projects'. The right side of the screen shows a preview of the validation rule results.

TimeControl's Validation rules allows an unlimited number of business rules to be created.

... in the SharePoint interface!

The screenshot shows the SharePoint interface for TimeControl. On the left, a navigation menu includes 'My TimeControl Home', 'Timesheet', 'Reports', 'Tables', 'Links', 'Tools', 'Administrator', and 'Documentation'. The main content area displays 'My TimeControl Home' with sections for 'Vacation/Sick/Personal time remaining' (showing 120h 0h 120.0h), 'Timesheets Awaiting Approval' (empty), 'Personal Timesheet Status' (listing three entries: 10/27/2006 MISSING, 10/20/2006 MISSING, 10/13/2006 MISSING), and 'Announcements' (Christmas Party planning, posted 10/1/2006). The status bar at the bottom indicates 'Local intranet' and the time '2:33 PM'.

TimeControl includes an extensive reporting system. The output from reporting can be saved directly into Excel.

Total Flexibility with User Profiles

TimeControl's User Profiles allow the Administrator to determine which menu choices, reports and fields should be accessible by each user. No other system on the market today offers this much flexibility.

Field level security ensures that only the information which is important to each user, is displayed. This makes *TimeControl* at once a secure, deployable system and an easy-to-use one as well.

Links to Project Management and Finance

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

virtually any ERP or Finance system including SAP, Oracle Financials, PeopleSoft, Baan and Microsoft Dynamics.

The auditable nature of TimeControl data makes it an ideal complement to your Finance System. No longer must you worry about reconciling the data from multiple timesheet systems or multiple sources.

The screenshot shows the Windows Internet Explorer interface for TimeControl. The left navigation menu is identical to the SharePoint version. The main content area shows a 'Timesheet Entry' screen. It includes tabs for 'Timesheet Entry', 'Timesheet Notes', and 'Timesheet List'. The 'Timesheet Entry' tab displays employee information (Gardner, Joseph, GJ018, JOEG) and timesheet information (Date 11/18/2007, Status DRAFT, Source JOEG). Below this is a grid for 'Start/Stop' times with columns for Sunday through Saturday. At the bottom is a detailed table of 'Timesheet Details' with columns for Line, Project, Description, Charge Code, Charge Description, Rate, Mon, Tue, Wed, Thu, Fri, Sat, Sun, and Hours. The table contains entries for INTERNAL, POLAR, and RFP tasks.

TimeControl allows 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.

TimeControl delivers a powerful, flexible, timekeeping system designed to work inside Microsoft SharePoint



Features

4 Editions to choose from

Choose the edition best suited for your size of business from 10 to 10,000 users.

- TimeControl Express (TCx)
- TimeControl Professional (TCp)
- TimeControl Enterprise (TCe)
- TimeControl Industrial (TCi)

Easy to use Interface

- Full browser-based interface and;
- A Windows interface (TCp and TCe only)
- Scaleable, 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 or missing timesheets
- Scheduleable E-mail notification for missing or unapproved timesheets.
- Predefined timesheets based on resource assignments from the project management system
- Customizable menus (TCp and TCe only)

Robust Architecture

- Open database architecture; support for Oracle, Sybase and Microsoft SQL Server, databases (TCp and TCe only)
- 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 in the system through a simple label

editor (TCp and TCe only)

- Complete auditability of timesheet data
- User-defined fields on every table (TCp and TCe only)
- Add pop-up data validation for each user-defined field
- 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
- Asynchronous updates for remote satellite operations using the TimeControl Consolidator (TCe only)

Web Interface

- TimeControl includes several interface options including a full Windows client, a full web-browser interface, the web interface from within Microsoft SharePoint and the web interface from within Microsoft Project Web Access.
- MyTimeControl™ home page dashboard gives extensive and customizable information to employees
- Smart Client architecture delivers rich functionality in a browser interface for all versions
- Timesheet supports proxy server security (TCe only)

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

Links to Project Management

- Direct integration with popular project management systems such as Microsoft Project and Project Server, Primavera and Deltek's Open Plan and Cobra
- Supports multiple project management systems
- Customizable import/export function to interface with virtually any finance or ERP system including SAP, Oracle, PeopleSoft and Microsoft Dynamics

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

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, European Time Directives, FMLA, the California Wage Laws and Sarbanes-Oxley

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