



Project Time Recording

The screenshot shows the AdvanTec Time Reporting application. It features a calendar for July 2006 on the left and a main data table on the right. The table lists time entries with columns for RptDate, StartTime, StopTime, JobID, TaskID, and DeptCode. Below the calendar, there are fields for Date, Start Time, and End Time. A second screenshot shows a detailed view of a time entry with columns for Report Date, Start Time, Stop Time, RPT period, Job, Task, ClassLevel1, ClassLevel2, Comment, and billable Rate.

- Time reporting is done with a stand alone application (Single UA license used by all Time reporting Users) available as either a desktop application or web based interface.
- Easy to use – settings remain until told to clear to allow repeating classification entries
- Individual login for each user
- Allows collection and classification of time for day, week, month
- Allows recording/ reporting expenses
- Comment per time record
- Classification by Job/ Task integrates with Job Cost Module
- Classification by Department Code
- Classification by Class Level administrator defined levels that allow directed association of accounting classifications to time record.
- User can recall and review all prior period entries.
- User can select desired date range to review
- Management Console displays reporting status all users
- Remote Access options available.
- Accrues Reported time to employee time card

Work Order Time Reporting

The screenshot shows the Service Work Order Time Report application. It displays a table with columns for WorkOrder, Item, Description, Time, and Stop/Start. The table lists four work orders related to 'Repair Brakes on Trailer'. Below the table, there are instructions for scanning an employee badge and a work order.

- Records standard time clock functions
- IN – Out
- Break In-Out
- Lunch In – Out
- Barcode data entry from work orders
- Task Start Stop
- Automatic Clock Out end of shift (option)
- Accrues Labor Hours to Work Order Task
- Accrues reported time to employee Time Card
- Reports Billable vs. Non Billable
- Produces Attendance and Tardy reports



Integration / set-up

The screenshot displays the AdvanTec Time Reporting software interface. It includes a main window for user selection and search, a 'Time Reports' dialog box for setting dates and filters, and a 'WeekInReview' window showing a grid of employee hours for a specific week. The grid lists employees like Barrington, Debbie and Dunfield, Dan, with columns for days of the week and total hours.

- Time reports reviewable/ updateable by authorized Payroll system managers for all employees
- Time reports available for selected time period grouped by : Department Code, Job/ Task, Class Levels, Employee, Date
- Optional feed to Payroll time card cards for payment
- Optional feed to AP 1099 non employee/ contracted worker
- Optional feed to AP Billing
- Payroll set up allows system administration definition of time report classification Level 1 and 2.
- Level 2 Classification also includes GL account assignment.
- Jobs and related tasks are drawn from Job Cost active Jobs
- Optionally reported time is accrued to Jobs
- Time Manger simplifies reporting performance
- Reports: Accrued hours by
 - Department/date/employee
 - Job/Task/Date/employee
 - Employee/Date/Job/Task

Employee Badges

The screenshot shows the AdvanTec Employee I.D. Badges software interface. It features a form for creating a badge with fields for 'Line Items on Badge' (Supervisor, Plant Operations, Bldg3, E12345ad) and a 'Badge Photo' section with a photo of a worker in a hard hat. The interface also includes a 'Key' field and a 'Print the Badges' button.

- **Bar Code Employee Badge**
- **Includes: Name, Department, and Job Title and Bar Code**
- **Used for work order bar code time reporting**