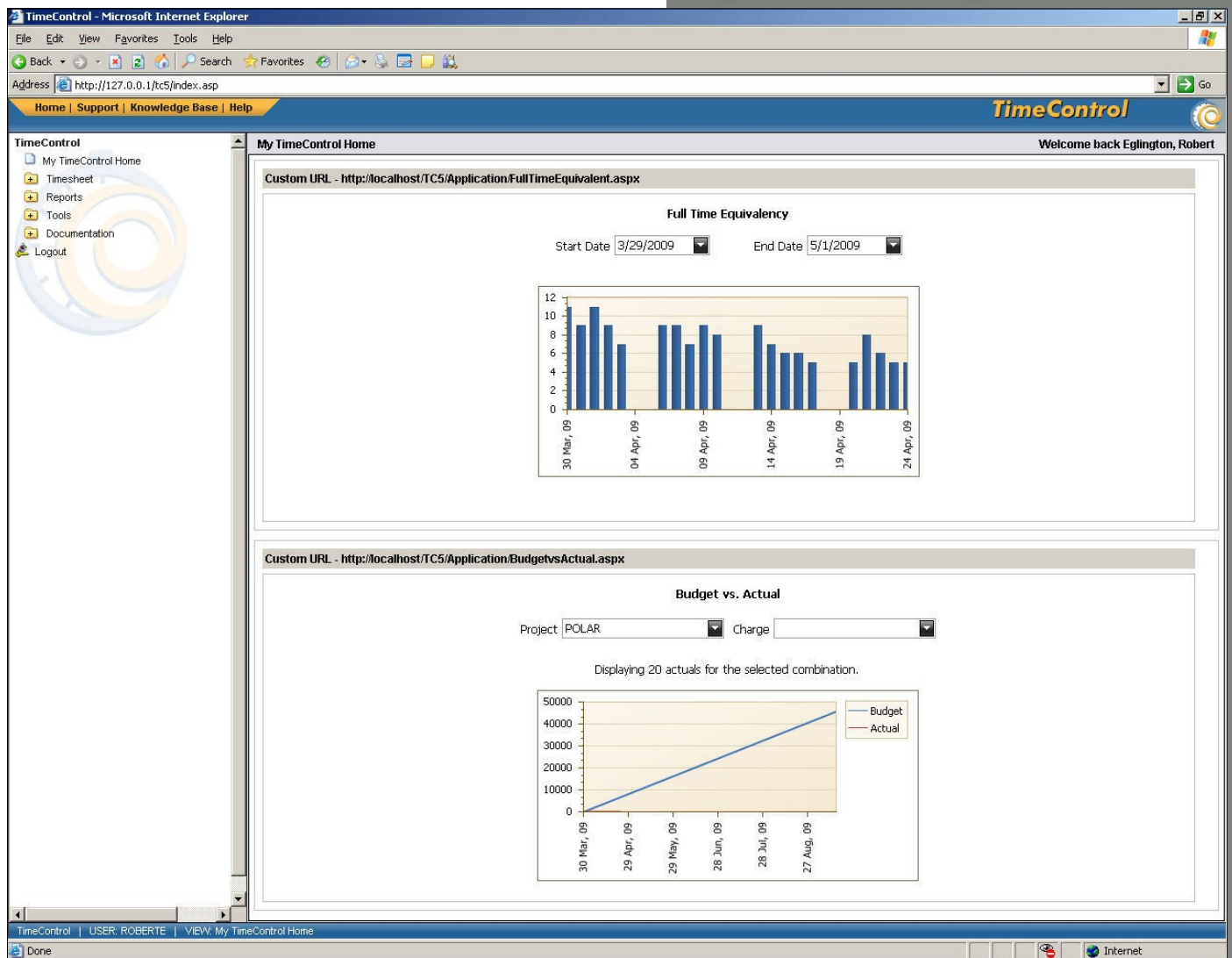# TimeControl®
Industrial 5.1

A timesheet designed for industrial and construction industries as well as the back office

Industrial use Timesheet for

In today's challenging economy, organizations need to be as effective as possible. HMS Software, the makers of the popular TimeControl timesheet system have created software specifically for industrial use. **TimeControl Industrial** has been designed for industrial situations to track the time used of personnel in the field whether that be outdoors in a construction environment or in the plant during maintenance and turnaround projects. As with all of TimeControl's editions, this version links with both Project Management systems like Primavera and Microsoft Project as well as with Finance systems to provide a single source of time entry for billing, auditing, project tracking and payroll!

Crew Entry

Aside from the weekly timesheet that is designed for back office workers, **TimeControl Industrial**'s Crew Entry interface allows crews to be assembled and then their time entered for the entire crew at once. Blank timesheets can be carried by the foreman or supervisor and then the timesheet for the entire crew is entered at one time. The Crew Entry timesheet can be done each day, each shift or for an entire week at a time.

Material Management

TimeControl Industrial supports Material usage entry. Aside from labor entries which list the hours and costs associated to personnel working on a project, there are often non-labor resources that are used. The Material Management system in **TimeControl Industrial** allows entries of other resources such as materials, equipment, rentals, even costs to be tracked. The TimeControl rates system has been extended from the in **TimeControl Industrial** to allow rates to be defined for any type of resource, not just hours.

Complex Rates

TimeControl Industrial includes a completely new approach to rate management for people, materials and equipment. Aside from the existing Rate system which was already revolutionary in the classic versions of TimeControl, this new system allows for the complex rates that are often found in industrial situations. This includes escalated rates, rates which must support premiums for certain kinds of work and more. Literally millions of possible rate combinations can be supported.

Solutions for owners and contractors

TimeControl Industrial is ideal for both owners who wish to control work and ensure that hours are appropriately spent and contractors who wish to reduce billing conflicts and ensure that they are paid promptly.
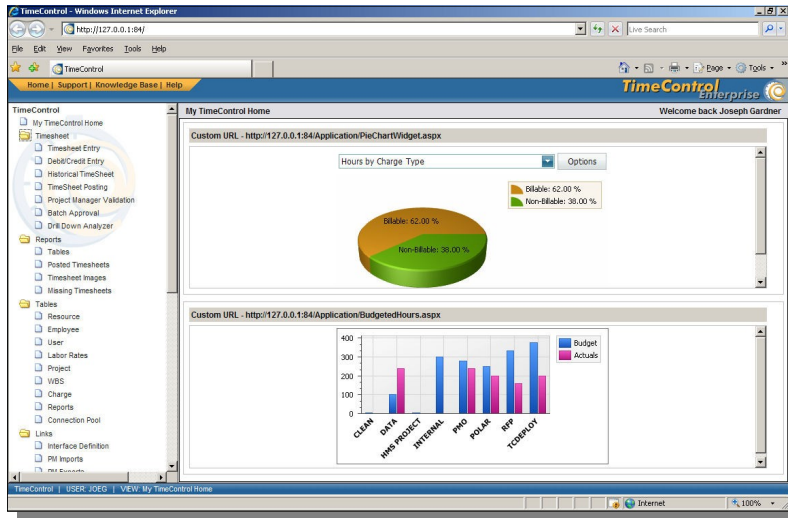
Crew Entry allows the timesheets for predefined crews to be entered at high speed by administrators who receive information from crew foremen

Material and Equipment Entry allows non-labor costs to be entered in the same high-speed interface. Now all project costs can be trapped from the work site and returned to Finance, Project Management and other internal systems.
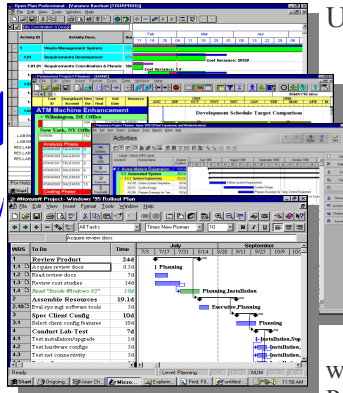
The MyTimeControl homepage includes a number of pre-defined modules or you can create your own and tailor them to any group of users.

TimeControl already integrates with Microsoft Project, Project Server, Oracle's Primaveraand Deltek's Open Plan and Cobra.

TimeControl allows an unlimited number of links to external systems to be defined. It can transfer data with virtually any ERP or Finance system such as SAP, Oracle Financials and Microsoft's Dynamics.

TimeControl Classic features

TimeControl Industrial includes all the features you've come to know from the classic editions of TimeControl including the weekly timesheet for back-office users, unlimited rates per employee, customizable reporting, automated business rules during approvals and tremendous flexibility.

Timesheet Matrix Approvals

TimeControl supports HMS Software's unique Matrix Approval Process for Labor Actuals™ which allows for quick authorization of project data. This process resolves the inherent conflict that is found when both the finance and project management hierarchies must approve timesheet data simultaneously. 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.

Links to Project Management

TimeControl includes direct links to project management systems such as Microsoft Project, Project Server, Primavera's P3 through P6 and, Deltek's Open Plan, and Cobra. As well, TimeControl integrates into the Project Server Web Access interface.

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

Links to Finance Systems

• Along with its ability to link directly to the most popular project management applications, *TimeControl* also links to virtually any ERP or Finance system including SAP, Oracle Financials, PeopleSoft, Baan and Microsoft Dynamics.
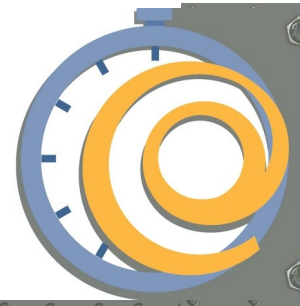
The auditable nature of TimeControl data makes it an ideal complement to your Finance System. No longer must you worry about reconciling the data from multiple timesheet systems or multiple sources. Both Finance and Project Management are able to work directly from the same data across the enterprise.

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

Features

Industrial features

- Crew timesheet entry
- Material/Equipment usage entry
- Extended Crew rate structrue
- Extended Materials rate structure
- Integrate multiple remote sites
- Define crew lists
- Unique approval path for crews, material and equipment entry

Easy to use Interface

- Web browser interface and a;
- Windows interface for crew and materials entry clerks
- 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
- 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

Robust Architecture

- Open database architecture; support for Oracle, Microsoft SQL Server, and Sybase databases
- N-tier architecture makes system scaleable for 10 to 100,000 employees
- 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 language editor
- Integrate with Active Directory or LDAP
- Complete auditability of timesheet data
- User-defined fields on every table
- 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
- Adjust timesheets with Db/Cr auditable entries
- Adjust multiple employees with Batch Db/Cr entries
- Asynchronous updates for remote satellite operations using the TimeControl Consolidator

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's P3 through P6 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

LOGICIEL
HMS
SOFTWARE

TimeControl
Enterprise timesheets
for project environments