

# TimeControl® Online

**Hosted TimeControl delivers  
Timesheets as a Service for time and  
attendance and project tracking**

TimeControl - Timesheet List - Internet Explorer provided by Dell

http://192.168.0.80/Application/Timesheet/TimesheetList.aspx

TimeControl - Timesheet List

TimeControl Administrator Dashboard My Account Logout Help

Home Timesheet Reports Tables Links Tools Administrator

Navigation

Debit/Credit Entry Batch release  
Timesheet Posting Drill Down Analyzer  
Entry Project Manager Validation

Screen Actions

Add Delete Release Reject Print Options Filter

**TimeControl - Timesheet List**

<input type="checkbox"/>	Employee Full Name ▲	Period Start Date ▲	Week Ending Date	Total Hours	Timesheet Status	Owner	
<input type="checkbox"/>	Vandersluis, Chris	7/3/2010	7/9/2010	37h30m	DRAFT	Chris Vandersluis	<a href="#">View</a>
<input type="checkbox"/>	Vandersluis, Chris	7/10/2010	7/16/2010	0h	DRAFT	Chris Vandersluis	<a href="#">View</a>

Done Internet | Protected Mode: Off 100%

# Easy to use timesheets...

*TimeControlOnline* is a subscription-based version of *TimeControl*, one of the world's most popular timesheet systems. This hosted version comes with all of same features and benefits but allows you to deploy in a Timesheets as a Service (TaaS) hosted model 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

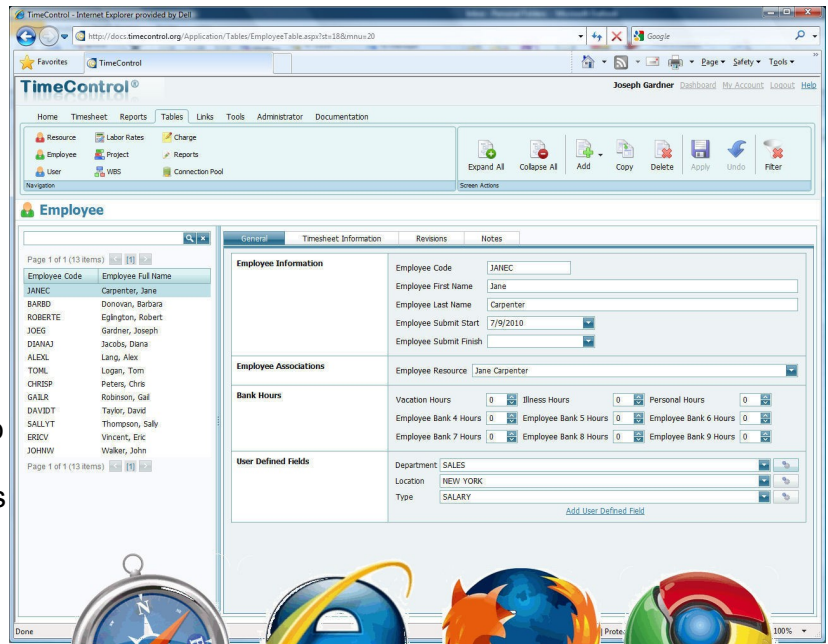
*TimeControlOnline* supports HMS Software's unique Matrix Approval Process for Labor Actuals™ which allows for quick authorization of project data by both Project Managers and Supervisors. Automated validation of timesheet data is handled by *TimeControl's* remarkable Validation Rules. Additional approvals 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™

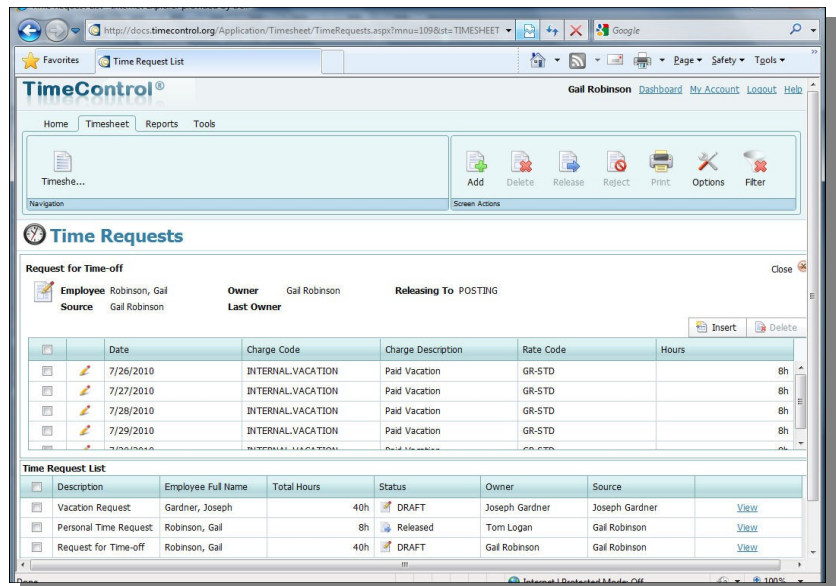
*TimeControlOnline* includes the TimeRequest module which enables approval and management of time-off requests such as vacation or personal time or any other category of time in the future that must be approved in advance.

## TimeControl Mobile™

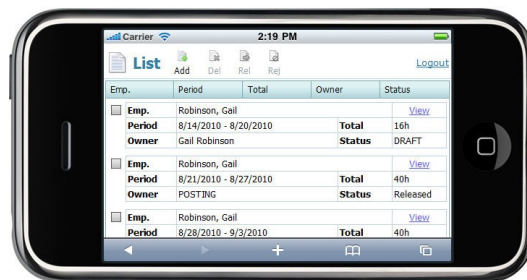
*TimeControl Mobile* is a web interface that is included with *TimeControlOnline*. As a mobile web-application there's nothing to install. The user simply points their smartphone browser to a specific URL of their *TimeControl* implementation and they are directed to the interface specifically created for their iPhone, BlackBerry, Android or Windows 7 Mobile device.



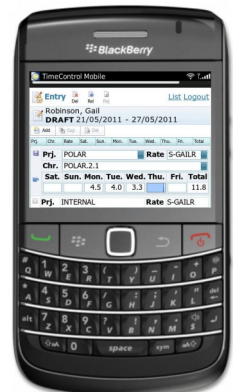
TimeControl's easy-to-use timesheet interface works with multiple browsers



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

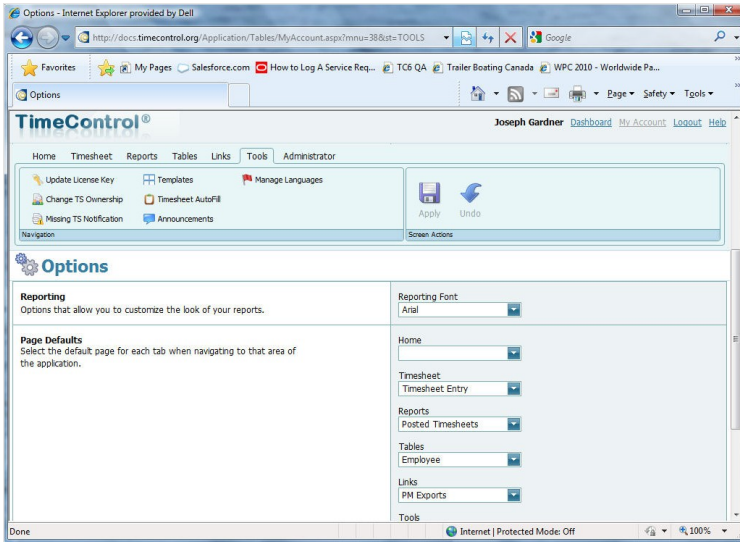


TimeControl Mobile brings the power and flexibility of TimeControl right to your smartphone's screen.

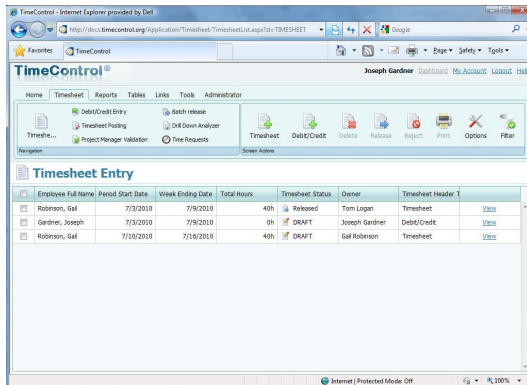




# ...in a hosted model



**TimeControl's MyAccount lets users customize their TimeControl experience.**



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

Charge Hist Code	Charge Hist Description	employee Hist Full Name	Rate	Posted Hours	Posted Cost
100XDVD.1.1.2	Describe new product idea (1-page written disclosure	Brown, Jo	\$36.00	17	\$612.00
Total for 100XDVD.1.1.2				17	\$612.00
100XDVD.1.1.4	Convene opportunity of screening committee (decisi	Brown, Jo	\$36.00	12	\$432.00
Total for 100XDVD.1.1.4				12	\$432.00
200GBHD.1.1.2	Describe new product idea (1-page written disclosure	Sutton, Brad	\$32.00	8	\$256.00
Total for 200GBHD.1.1.2				8	\$256.00
200GBHD.1.1.3	Gather information required for go/no-go decision	Sutton, Brad	\$32.00	8	\$256.00
Total for 200GBHD.1.1.3				8	\$256.00
DATACTR.1.1.1	Define business vision	Taylor, David	\$25.00	16	\$400.00
Total for DATACTR.1.1.1				16	\$400.00
DATACTR.1.1.2	Identify available skills, information and support	Thompson, Sally	\$0.00	8	\$0.00
Total for DATACTR.1.1.2				32	\$576.00
DATACTR.1.1.3	Decide whether to proceed	Thompson, Sally	\$24.00	8	\$192.00
Total for DATACTR.1.1.3				8	\$192.00

**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,**

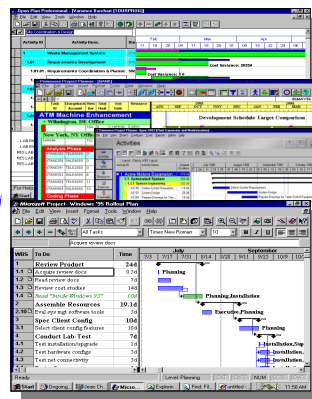
## Total Flexibility with User Profiles

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.

Adjustments via 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
- Scalable 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 scalable 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, Primavera and Deltek's Open Plan and Cobra
- 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

### HMS Software

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SOFTWARE

### TimeControl

Timesheets for your world

[www.timecontrol.net](http://www.timecontrol.net)