Time and Expense For Projects

Microsoft Dynamics™ SL

BENEFITS

- **Track project labor and expenses effectively**
  View and track labor and other expenses with a fully integrated solution that allows you to include labor costs in project profitability calculations. By using Web-based capabilities, employees can record labor, travel, and related expenses anytime, anywhere.
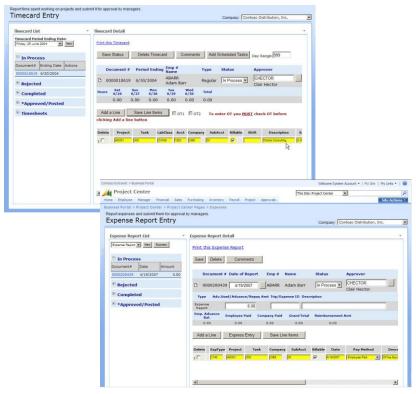
- **Maintain a smooth workflow**
  Streamline the collection of labor and project expenses with timesheets and expense reports that can be entered remotely or via the Web, fully validated, and available for online project manager approval.

- **Improve your view into project costs**
  Track labor and employee expenses easily on a project-by-project basis, with a complete overview of labor expenses and commitments that allows full drill-down to details.

- **Enhance your productivity**
  Minimize errors and eliminate re-entry of data with tight integration of information across Microsoft Dynamics SL project accounting and financial management modules.

- **Reconcile payroll accurately**
  Reconcile your payroll precisely by automatically integrating your timecards with Microsoft Dynamics SL financial management modules.

Take control of your labor, project, and travel-related expenses. Accurate, timely cost information gives you the precise information you need to increase your productivity and make better, more effective business decisions.

Capture time information, even from employees working remotely, with data automatically routed to the appropriate managers.

Record travel and other employee-related project expenses for prompt payment and reimbursement.

Microsoft Dynamics SL

FEATURES	BENEFITS
Intuitive User Interface	Empower employees with timecards and expense reports that are intuitive and easy-to-use directly from their Web browser.
Online Timecard Reporting	Enable employees to record their time on a daily basis using electronic timecards. Labor information flows directly from employees to the project and accounting tools, and is fully validated at the time of entry to prevent time entry errors such as charges to incorrect or closed projects or tasks.
Online Expense Reporting and Validation	Help ensure that travel and other employee-related project expenses are properly recorded in a timely manner through the convenience of online reporting. Online travel and expense collection minimizes paperwork, shortens the approval process, and provides managers with a clear view of expenses.
Online Timecard and Expense Review	Automatically route online timecards and expense reports to managers. Once approved, the timecards and expense reports update projects, general ledger, and other integrated Microsoft Dynamics SL modules.
Timecard Management	Streamline your timecard processing with automatic tracking of timecards to see which employees have timecards missing, in process, completed but not approved, or approved and posted.
Automated Pay Rates	Set your timecards to automatically calculate certified payroll, prevailing wages, workers' compensation, and union pay rates for construction.
Flexible Labor Classifications	Accommodate government, construction, and other complex project and billing requirements with flexible labor costing methods and labor classifications. Labor can also be costed and manually adjusted at the point of entry by using Web Project Time.
Complete Integration	Save time and help ensure that your data is accurate by sharing information across Microsoft Dynamics SL modules, including payroll, distribution, and field service management, to provide single-point data entry.
Timecard/Expense Report Auditing	Capture and store a complete audit trail of all changes to timecards and expense reports, including change reasons, using the optional audit utility.
Multi-currency Expense	Gain more control of your projects with the ability to schedule billings and to report expenses in multiple currencies.

For more information about Microsoft Dynamics™ SL, visit: **http://www.microsoft.com/dynamics/sl**

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