

Next Generation TIME & ATTENDANCE SOFTWARE

Built for today's workforce

Job tracking made simple

Dashboard Timesheets Users Reports Export Data Collection **Job Tracking** Messages Settings

Projects Job Codes Clients Create Project

Project #	Name
<input type="text"/>	<input type="text"/>
8985	Applebee's
1	Burger King
02	Store #20334
1099	Store #20345

Project #	Name	Client
<input type="text" value="02"/>	<input type="text" value="Store #20334"/>	<input type="text" value="Starbucks"/>

Jobs Assign Job Assign users

Architerural (5059) Rate: 125.00 Users assigned: 2	Drawing (101) Rate: 15.00 Users assigned: 2
Buffet Warren B Rate: 150.00	Stames Kayce L Rate: 22.00
Gates Bill Rate: 125.00	Smith Paul Rate: 18.00
Engineering (150) Rate: 15.00 Users assigned: 1	Sales (324) Rate: 30.00 Users assigned: 1
Alcivar Mark Rate: 15.00	Jordan Michael Rate: 30.00

Save

Job Tracking

Our job tracking feature will give you the ability to manage your jobs and projects in an easy way, allowing you to identify labour costs attributed to projects or jobs by employee, department, and task-type



Job Code

1 Job Code #
123456

2 Job Code Name
MyJob

6 Digit Job Codes

Allow job codes up to 6 digits giving you more flexibility and range.

Assign Jobs to Projects

Project # 2 Name Install Client First Company Inactive

Jobs Assign Job Assign users

Admin (3) Rate: 0.00

Users assigned: 0

You can create projects and clients and assign job codes to projects and projects to clients.

Assign Jobs to Users

Easily decide which jobs a user can be part of.

This allows for greater reporting flexibility.

User's Jobs

1 Select the jobs

- All
 - TechSupport
 - Internal IT

2 What rate do you want to use?
 Job Rate User Rate Specific Rate

3 Rate Amount
0.00

Save

The configuration will be applied to all jobs selected.



Time Clock Serial Number: 14002201

Time Clock Name: temp_device

Company Location: Melbourne

Job Code Assigned: [Dropdown menu with options: Internal IT, TechSupport]

Buttons: Take off manager(s), Empty time logs, Assign users, Empty users

Assign Jobs to Clocks

You decide which terminals an employee can use the job code at.

Effective for companies with multiple clocks

Detailed Reporting



Detailed

Company: **Easy Clocking Australia** From: 5/4/2015 To: 5/17/2015

Job Code: 1 TechSupport (1)

ID	Employee	Regular	OT	DT	BP	Total	Amount	
1	Timothy Mihe	03.00	00.00	00.00	00.00	03.00	\$0.00	
Count: 1		Subtotal:	03.00	00.00	00.00	00.00	03.00	\$0.00

Job Code: 2 Internal IT (2)

ID	Employee	Regular	OT	DT	BP	Total	Amount	
1	Timothy Mihe	04.00	00.00	00.00	00.00	04.00	\$0.00	
Count: 1		Subtotal:	04.00	00.00	00.00	00.00	04.00	\$0.00

Create various types of job tracking reports that allow you to identify labour costs attributed to projects or jobs by employee, department, and task-type. Reports can be exported in PDF, excel, and CSV formats.

For more information

Contact your reseller