

TimeControl[®] and JIRA... An integrated timesheet solution

The screenshot displays the TimeControl web application interface. The browser address bar shows the URL: <https://docs.timecontrol.net/Application/Timesheet/TimesheetEntry.aspx?st=6&mnu=61&ts=ACTIVE&tk=46>. The application header includes the TimeControl logo, the user name "Gail Robinson", and navigation icons. The main content area shows a timesheet entry for "Robinson, Gail" covering the period "3/11/2019 - 3/17/2019". The entry is in "DRAFT" status and is being released to "Tom Logan". The timesheet table lists tasks with columns for days of the week, total hours, and completion status.

#	Charge Code	Charge Description	Rate Code	Mon 3/11/2019	Tue 3/12/2019	Wed 3/13/2019	Thu 3/14/2019	Fri 3/15/2019	Total	ETC	Complete
> (Total=6h) Project Name: BOAT SHOW											
> (Total=16h30m) Project Name: INTERNAL											
v (Total=18h30m) Project Name: POLAR											
1	POLAR.11	Technical Documentation	S-GAILR			4h	4h	2h	10h	40h	<input type="checkbox"/>
2	POLAR.12	Reference Docs	S-GAILR						0h	96h	<input type="checkbox"/>
3	POLAR.13	Training Materials	S-GAILR			2h30m	2h	4h	8h30m	120h	<input type="checkbox"/>
4	POLAR.2	Design Interface	S-GAILR						0h	120h	<input type="checkbox"/>
5	POLAR.3	Design Reports	S-GAILR						0h	96h	<input type="checkbox"/>
6	POLAR.4	Design Security	S-GAILR						0h	40h	<input type="checkbox"/>
7	POLAR.6	Code security structure	S-GAILR						0h	16h	<input type="checkbox"/>
8	POLAR.7	Code Interface structure	S-GAILR						0h	40h	<input type="checkbox"/>
				9h	8h	8h	8h	8h	41h		

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The TimeControl Advantage...

If all you need to do with your timesheet is update your development tasks, then you may well be happy with the worklog included with JIRA. If however, your timesheet needs include requirements for financial tracking, linking directly to payroll, tracking banked time, doing payroll validation at the timesheet entry or matrix approvals by both project managers and organization supervisors, then you might want to consider the TimeControl advantage.

Some of the many advantages of using the TimeControl Timesheet system include:

Integration to JIRA

TimeControl includes a bi-directional link to JIRA, allowing JIRA users to automatically have their TimeControl timesheet populated with JIRA tasks as they are progressed. Then, at the end of the day or week or timesheet period, all the user has to do is go to TimeControl, fill in any non-JIRA time and submit the timesheet for approval. Once approved, TimeControl updates JIRA with any changes to ensure the two systems stay in sync.

Link TimeControl, TimeControl Industrial and TimeControl Online

The TimeControl / JIRA integration is designed to link with TimeControl on-premise, TimeControl Online in the cloud and TimeControl Industrial

Validation Rules

TimeControl includes an entire business rule system for timesheets. Administrators can create rules such as "no more than 24 hours in a day" or "No overtime unless you are entitled to overtime and you have done at least 8 hours of regular time today" or "Always use the Acme Rate code for any Acme projects." Virtually anything that can be defined in the data can be created into a Validation rule. Administrators can configure rules as warnings or errors and can apply rules to everyone or only selectively.

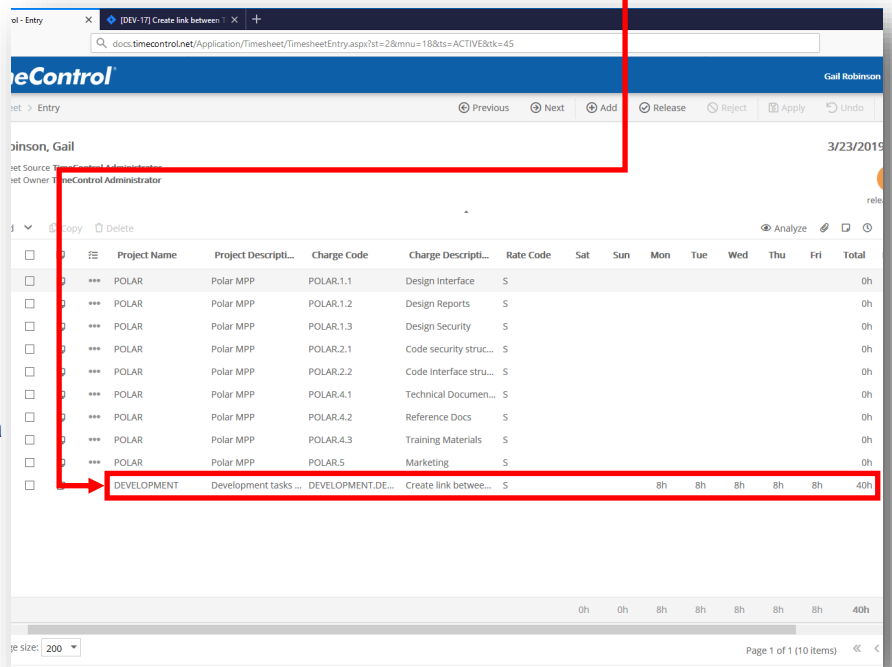
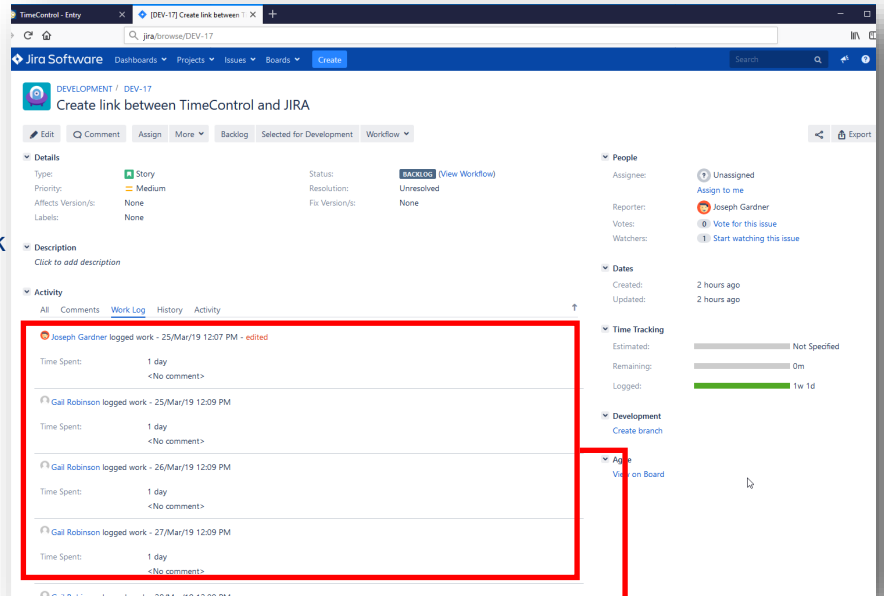
Manage Vacation, Sick Leave, and Personal time as well as banked overtime

TimeControl allows time to be managed against Vacation, Sick Leave and Personal time as well as any other banks of time you define such as accrued banked overtime. Administrators can determine the amount of time each employee should have in their bank and then charges can be associated against each bank so when they're taken, the amount of available banked time can be calculated. Validation Rules can be made to advise end users when there is no more time available to them in a bank.

The Matrix Approval Process for Labor Actuals™

HMS Software's unique timesheet matrix approval process allows both organizational supervisors and project managers to approve timesheet data before that data is transferred to the appropriate external system. This process ensures a single source of data is always used for both project management and finance thus removing any requirement for reconciling two systems.

www.timecontrol.com



A multi-purpose timesheet

Expense Reports

TimeControl includes extensive expense report functionality. Users can enter an unlimited number of expense report items for each timesheet line.

Missing timesheet email notification

TimeControl includes an ability to automatically schedule email notifications for any timesheets which may be missing or stuck in the approval process. These notifications can also be sent on demand.

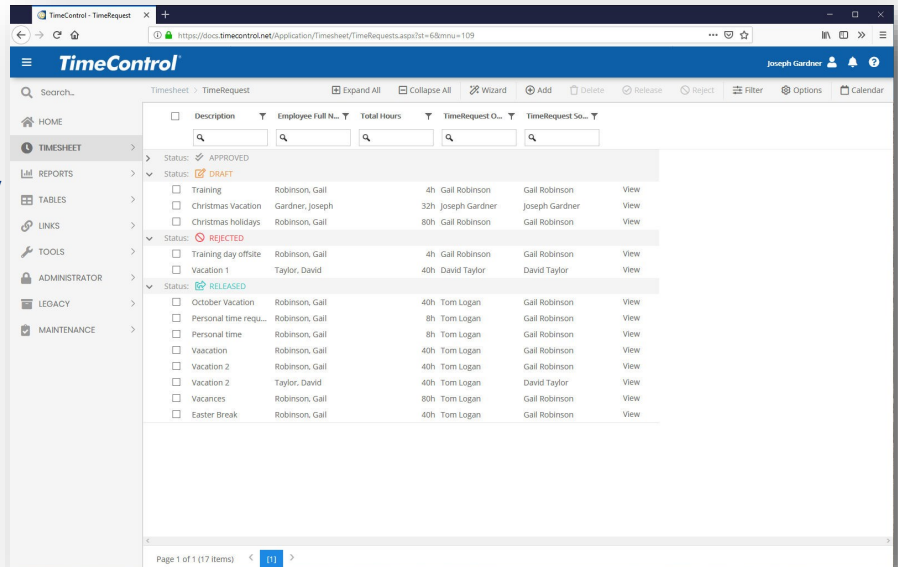
Global timesheet tracking during approvals

TimeControl's Missing Timesheet Report allows Administrators to identify not only timesheets which have not been started but also timesheets which are started but not released for approval, timesheets which have been rejected and timesheets that may be stuck in the approval process.

Vacation Approvals with TimeRequest™

The TimeRequest module allows users to make a request for certain types of times to be approved for entry in future timesheets. The most common application of this module may be for requesting Vacation time off. Once approved, the time is then automatically entered by TimeControl into the appropriate timesheet in the future when that timesheet is created.

The TimeRequest module is not just restricted Vacation requests. Any category of time can be exposed to the module. This allows an infinite number of applications such as for travel time, training time, offsite or onsite time or any other type of time category where the organization wishes it to be approved in advance.



The screenshot shows the TimeControl web application interface. The main content area displays a table of TimeRequest items. The table has columns for Description, Employee Full Name, Total Hours, TimeRequest Owner, and TimeRequest Status. The items are grouped by status: APPROVED, DRAFT, REJECTED, and RELEASED. Each item includes a checkbox, a description, the employee's name, total hours, and the request owner's name. A 'View' link is provided for each item.

Description	Employee Full Name	Total Hours	TimeRequest Owner	TimeRequest Status
Status: APPROVED				
<input type="checkbox"/> Training	Robinson, Gail	4h	Gail Robinson	Gail Robinson
<input type="checkbox"/> Christmas Vacation	Gardner, Joseph	32h	Joseph Gardner	Joseph Gardner
<input type="checkbox"/> Christmas holidays	Robinson, Gail	80h	Gail Robinson	Gail Robinson
Status: REJECTED				
<input type="checkbox"/> Training day offsite	Robinson, Gail	4h	Gail Robinson	Gail Robinson
<input type="checkbox"/> Vacation 1	Taylor, David	40h	David Taylor	David Taylor
Status: RELEASED				
<input type="checkbox"/> October Vacation	Robinson, Gail	40h	Tom Logan	Gail Robinson
<input type="checkbox"/> Personal time requ...	Robinson, Gail	8h	Tom Logan	Gail Robinson
<input type="checkbox"/> Personal time	Robinson, Gail	8h	Tom Logan	Gail Robinson
<input type="checkbox"/> Vacation	Robinson, Gail	40h	Tom Logan	Gail Robinson
<input type="checkbox"/> Vacation 2	Robinson, Gail	40h	Tom Logan	Gail Robinson
<input type="checkbox"/> Vacation 2	Taylor, David	40h	Tom Logan	David Taylor
<input type="checkbox"/> Vacances	Robinson, Gail	80h	Tom Logan	Gail Robinson
<input type="checkbox"/> Easter Break	Robinson, Gail	40h	Tom Logan	Gail Robinson

Simultaneously link to multiple project, HR, payroll and ERP/Finance systems

Not only can TimeControl link to JIRA, it can also link to other project tools, to Payroll, HR and ERP/Finance systems all from a single source. Use one timesheet instead of several and link your TimeControl timesheet data to systems like ADP, PeopleSoft, SAP, Oracle Financials or Microsoft Dynamics.

The free TimeControl Mobile App

TimeControl includes a free App available on Google Play for Android devices and on the Apple Store for iOS devices. The TimeControl Mobile App lets you create, edit, and submit timesheets for approval. It also provides supervisors the functionality to approve or reject timesheets while on the go.

Lots, lots more

Manage multiple currencies in your rates, enter a timesheet as a percentage, create crew timesheets with TimeControl Industrial, install TimeControl into SharePoint, work at a different level of detail from the project, enter start/stop times per day and more.

TimeControl Scenarios

TimeControl can support a number of scenarios when combined with JIRA including:

Integrate the timesheet with JIRA and other PM tools at the same time!

If you have a mixed Project Management Environment with both JIRA and other project management tools such as Oracle-Primavera, Microsoft Project, Open Plan, Cobra, BrightWork, VersionOne, SharePoint, JIRA or others, then TimeControl can be the sole timesheet for all of them simultaneously.

Manage project management and non-project management personnel

You can avoid implementing one timesheet for project personnel and another for non-project personnel. TimeControl supports both types of users and timesheets. No need to fill in JIRA plus another timesheet again!

Deploy to in-office personnel and others in the field using Smartphones and Tablets

TimeControl and TimeControl Industrial include the free TimeControl Mobile App for Android and Apple Smartphones and Tablets to bring your timesheet right to your hand.

Continued ...

TimeControl is a powerful, flexible, timesheet system designed to integrate with JIRA as well as Payroll, HR and Finance



TimeControl functionality

Track both timesheet and expense data at the same time

Need to add non-timesheet costs to your project? TimeControl includes an expense entry in the timesheet itself so you can add non-labor time right there and have it approved with your timesheet.

Manage banks of personal time off, banked overtime and other banks
There's no need to implement both a project tracking timesheet and an HR timesheet for entitlements, TimeControl can track Vacation, Sick Leave and Personal time as well as any other banks of time you define such as accrued banked overtime.

TimeControl for Time and Billing Tracks internal costs and billing rates

TimeControl's extensive rates functionality includes an unlimited number of rate codes per employee but for each rate code, there are up to 9 possible values. Use 1 value for the internal salary or wage cost and another value for the billable rate and even a 3rd value for the average planned cost. Doing this means you can track the profitability of project

Make different timesheet rules for different users

TimeControl's validation rules can define rules for any group of users. You might have a standard of 7.5 hours per day in one area and 8 hours per day in another. This is easily defined in TimeControl. You can create any level or number of validation rules to ensure that timesheets meet all the payroll and business rules before they're even accepted by the system.

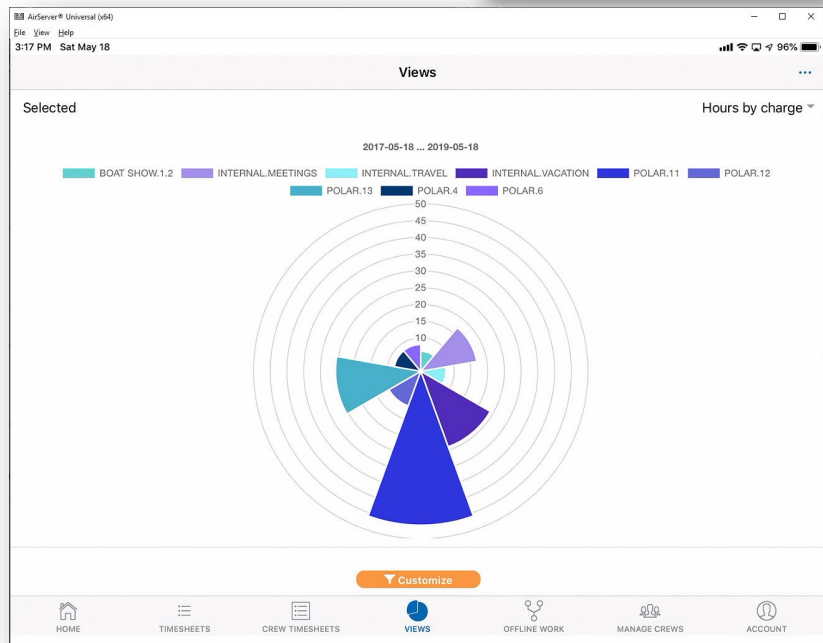
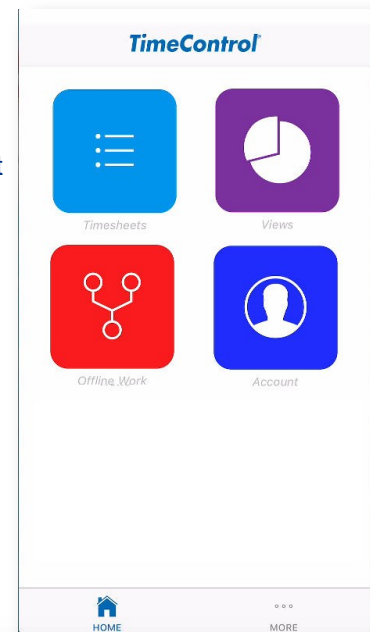
Integrate the timesheet directly to payroll, ERP, billing, HR and project management

TimeControl is designed with a Links module that lets you define links to corporate systems and software including Payroll software or online services, Human Resources systems and ERP/Finance systems.

Using TimeControl to fulfill the requirements of not only project management but also Finance, HR and Payroll means you can eliminate the costs and inefficiency of multiple timesheets.

Integrated Reporting

TimeControl includes it's own report designer which allows you to create reports with charts or text or both. Reports can be printed or saved into Excel, Word, or multiple other formats. The TimeControl Mobile App also includes reporting views.



HMS Software

189 Hymus, Suite 402
Pointe Claire, QC H9R 1E9
Tel: 514-695-8122
Fax: 514-695-8121
Email: info@hms.ca
Web: www.TimeControl.com



www.timecontrol.com