



## SharePoint Time Tracking Professional time tracking

Time tracking at company

The registration of project times is an indispensable tool for project controlling nowadays. Working hours of all employees involved in a project have to be registered and assigned to the respective project numbers. The tools used vary between Excel lists and self-developed database solutions up to enterprise applications.

A lack of user acceptance leads to faulty and inaccurate time tracking

Ocurring problems are often caused by the users lack of acceptance, many employees perceive maintaining hourly timesheets as additional effort and consequently consider it as necessary chore. As a result, the booked times are often made up for a few days later and thus are often inaccurate and subject to errors.

Kalenderwoche							
Reisezeit (in Stunden)							
SUMME ARBEITSTAG (rot=Überlastung)						40,8	42,0
SUMME ARBEITWOCHE							
SUMME ARBEITSMONAT							

	A	B	C	D				
1	Zeiterfassung für ...							
2	Zeitraum				WSB	gesch.	Restaufwand	
3	von	22.10.06	bis	26.10.06	PSP	nn		
4					11	nn		
5	Gesamt	35,45 Stunden			12	nn	6	7
6					13	nn	2	3
7	Datum	Anfang	Ende	Dauer (h)	14	nn		
8	22.10.06	07:30	16:45	09:15	21	nn		
9	23.10.06	07:45	17:00	09:15	22	nn		
10	24.10.06	10:15	14:35	04:20				
11	25.10.06	07:15	15:30	08:15				
12	26.10.06	07:20	12:00	04:40				
13				00:00	07.2007	19:44	PC aus	1:14
14				00:00	07.2007	22:13	PC an	
15				00:00	07.2007	23:28	PC aus	1:15
16				00:00	21.07.2007	16:35	PC an	
17				00:00	21.07.2007	15:52	PC aus	0:17
18				00:00	22.07.2007	11:27	PC an	
19				00:00	22.07.2007	17:16	PC aus	5:49

### TIME TRACKING

„Just in time“ logging of project times  
Stopwatch-System

Our SharePoint application Time Tracking accordingly follows a completely new approach. We do not register the project time after a working activity or a day, but isochronous by starting and stopping the so-called timers. These timers run during your working time and register this time to the split second. In the meantime, you can start and stop new timers for other projects without getting lost. The individual timers are administrated in a SharePoint list and can be evaluated and processed with the standard SharePoint tools.

Homogeneously integration to your SharePoint scenery  
SOAP-Webservice  
AJAX-Interface

Date: 01.07.2008

Customer: CRG Information Services

AccountingID: A012601

AccountingTitle: Angebot

ReferenceID:

ReferenceTitle:

Note: Anschreibentext verfassen

Times: 09:15:46 | 12:17:00

New

OK Cancel

Also the connection to existing backend systems to assign the project numbers or to transfer the booked times to HR-systems is a challenge that must not be underestimated.

01.07.2008 Neuer Eintrag

CRG Information Services A012601 Angebot 02:07:42

Angebotspositionen definieren

CRG Information Services A012601 Angebot 03:01:14

Anschreibentext verfassen

CRG Information Services 1009A Intern: Produkt-Entwicklung 00:05:02

Timetracking: Screenshots erstellen

Gesamtzeit 05:13:58

After finishing the activity, you create a small description, administer additional meta data and save the timer in the database. In order to use the functionality of Time Tracking, you don't have to be at your desk in the office, even while away on business trips, in meetings etc. you are able to administrate your working hours in a very convenient way. The SOAP web service allows external access via HTTP and encrypted via HTTPS respectively. Using this, you will hardly notice any difference to a desktop application. Responsible for that is the implementation of an AJAX-Interface.

## EVALUATION OF TIMES

For the evaluation of the times, several reports are available. By using simple filters you have the possibility to evaluate the booked times according to different criteria. Create your own report in only a few clicks in either a tabular or graphical representation. By doing so, you always have an overview of e.g. the amount of time spent for a project and where the possibility exists deviations in the time schedule may arise. With the aid of these evaluations, you create a calculation base for future projects and your internal staff management.

Filter Report

Customer:

AccountingID:

AccountingTitle:

ReferenceID:

ReferenceTitle:

User:

Status:

Zeitraum:

Timer

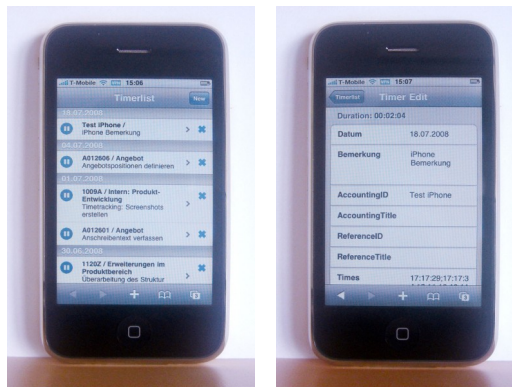
Date	Duration	ReferenceID	ReferenceTitle
23.06.2008	02:00:00		
20.06.2008	00:00:44		
19.06.2008	00:07:24	P000187V000453	Referenz 3
18.06.2008	01:06:15	P000122V001234	Referenz 1
18.06.2008	00:04:26	P000000V000000	referenz New Entr
18.06.2008	02:00:00		
18.06.2008	00:00:05		
17.06.2008	00:45:07		
17.06.2008	03:00:00		
<b>Gesamt:</b>	<b>09:04:01</b>		

Individual reports for every staff member

## CRG MAKES MOBILE

How often have you been away on a business trip, but having registered your working hours afterwards? Or getting a business call while sitting in a train. Wouldn't it be nice to register your time while travelling and start and stop the timer?

Now we have implemented this possibility for your iPhone as mobile view.



Time Tracking to go

### Review to application „Time Tracking“

**Description:** Our application "Time Tracking" offers you a professional time tracking tool. It simplifies the time registration on different tasks or projects, also with your iPhone while travelling. The instantaneous commenting simplifies the documentation of the accomplished tasks. With the help of Time Tracking you obtain a split to the second overview that also can be used as calculation base for future projects.

- Features in detail:**
- Exact-to-the-minute registration of project times by a timer
  - User-friendly Ajax interface
  - Subsequent processing of the timer
  - Manual registration of project times is possible
  - Connection to other applications like Project Management or helpdesk programs
  - Interface to backend systems
  - Reporting and analysis of the registered times
  - Mobile view

**Usage:** Microsoft Office SharePoint Server 2007

**Price:** Please contact our sales department for a detailed quotation at [sales@crg-is.de](mailto:sales@crg-is.de) or +49 (0)821 58979-475.

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