



Time sheet application (TSA) - Cloud

Deploy time sheets into your organization based on Oracle® Planning and Budgeting Cloud Service (PBCS).

TSA

Time Sheet Application

- Flexible
- No unnecessarily large time sheet
- No repetitive actions required
- Configuration as desired
- Extended
- Cloud based or on-premises

No one likes to spend their time filling out time sheets. Employees and managers are too busy to deal with time sheets and the process to collect working hours on their tasks. TSA is a web-based time sheet application with a simple and intuitive interface for time entry and approval. A step by step process guides users through the input and submission of their data. Users are even going to like time sheets!

Rent in a flexible way Oracle Planning and Budgeting Cloud Service and load the Time Sheet Application Template: you are up and running in days. Use your laptop or mobile device to submit, review, track and approve time sheets. At the same time, it helps you control costs and actual working hours, consolidate time sheet information, and adhere to organizational time management rules.

Time Entry		Jan	Jan	Jan	Jan	Jan	Jan	Jan	Sum Week
		Day08	Day09	Day10	Day11	Day12	Day13	Day14	
		Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	
Project Mangement (C1P1)	Billable Project Hours	8,25	7,75	8,5	8,5	4			37
Datacollection (C1P1)	Billable Project Hours								
Writing Report (C1P1)	Billable Project Hours								
Presentation Report Upgrade F. (C1P1)	Billable Project Hours								
Feasibility Study Upgrade (C1P1)	Billable Project Hours	8,25	7,75	8,5	8,5	4			37
Installation and Patching (C1P1)	Billable Project Hours								
Installation Plan (C1P1)	Billable Project Hours								
Upgrade-11 (C1P1)	Billable Project Hours								
General Projectwork (C1P1)	Billable Project Hours								
Customer 01	Billable Hours	8,25	7,75	8,5	8,5	4			37
Projects_NA	Holiday								
	Training								
	Sick Leave								
	TeamBuilding					4			4
Projects_NA	Non-billable hours					4			4
Projects	Total Hours	8,25	7,75	8,5	8,5	8			41

Example of what a time sheet could look like.

Extended

The project manager can easily handle a variety of billing rate models based on criteria as weekday, overtime, employee, customer or project-task. The underlying database supports in-depth analysis of the data. The Time Sheet Application has several out-of-the-box reports, which are available to provide an overview per employee, project and KPIs.

Project Managers stay on top of progress and costs with actuals versus plan reports.

Cloud based or on-premises

Move your Cloud based application on-premises without rebuilding all again. Extend your on-premises planning installation with this additional application. Just add it to the existing ones.

Change Status: Claire Clark Refresh Done

Action: Promote Owner: <Automatic>

Annotation: Hello, here are my hours of this week.

Buttons: Change Status, Add Annotation

Originator: Philip Hulsebosch
Status: Under Review
Date: 29/03/18 12:50
Action: Reply

Submit your data to the next owner in just a few mouse-clicks.



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Flexible

The application can be configured to your specific needs: Data entry templates adjustable to your employees' demands, reports that meet your management requirements and a data submission process that satisfies the auditors.

Functionality

The application is based on Oracle Planning and Budgeting Cloud Service. It offers a wide range of new functions and can be configured as desired:

- **What works best in your organization:** Weekly or monthly time sheets, weekends as read-only or write enabled, enable/disable data validation.
- **No unnecessarily large time sheet:** The lines are reduced to what the user has access to.
- **No repetitive actions:** No need to fill in the same data over and over again, data from the previous week can be copied into the current week.
- **Configuring weeks:** The week can start either on a Sunday or Monday. Should the Friday be a weekend day, it can be configured in such a way.
- **Enable comments at desired levels:** Do you want to enable comments at the task level or just on the submission process?
- **Choice of data entry program:** Data entry in the Excel Add-in or via the web browser.
- **Improve resource planning:** To compare actual working hours spend on tasks with their planned duration, is a matter of opening the correct report. Resource planning is at your fingertips.

