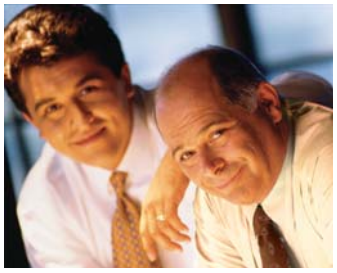
sage software

Your business in mind.



SAGE MAS 90 SAGE MAS 200

SAGE TIMESHEET

LEVERAGE SAGE TIMESHEET FOR:

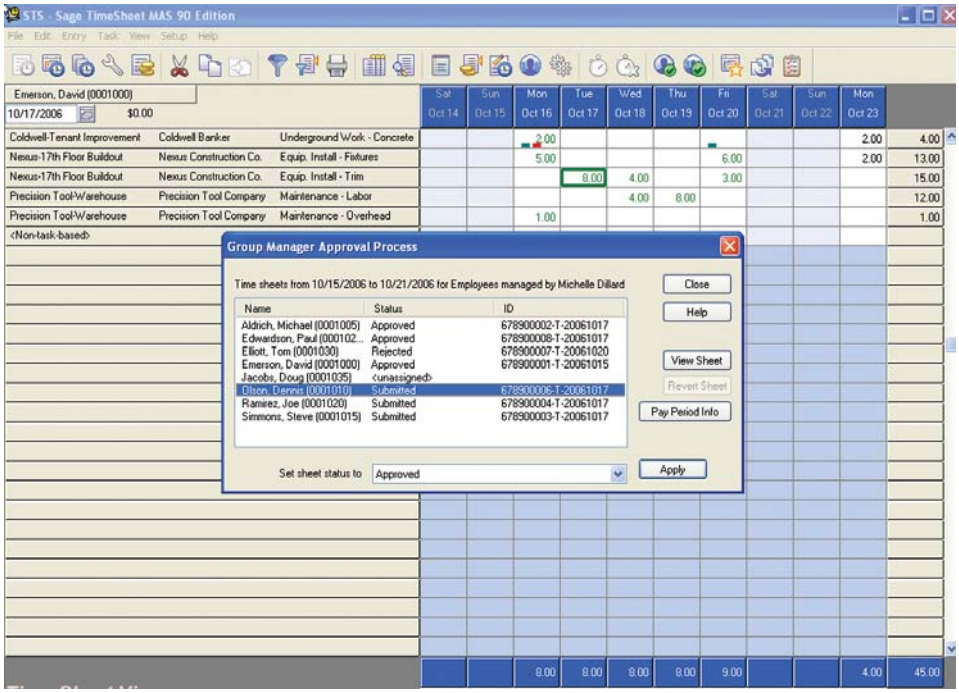
- Fast entry of timesheet and expense data with an intuitive spreadsheet-style interface
- Automated billing and expense reimbursement
- Web-based User Interface
- Robust workflow approval processes with e-mail notification
- Powerful reporting and analysis for more accurate planning and resource utilization

REPORTS

- Web-based reports
- Summary and detail reports
- Export report output to Excel, Word, and PDF
- Create custom Excel-based reports to simplify analysis and forecasting

SAGE BUSINESS INSIGHTS MAKES SENSE OF THE NUMBERS

Get timely access to key business information in a format that is easy to read and understand. Easily apply query, reporting, and statistical analysis to make faster and better decisions for your future—this afternoon or next year. Quickly assess the state of your business, monitor a new product's acceptance rate, or the impact that a competitor's promo is having on your sales. Share information with others in your organization in a meaningful way.



Automate Time and Expense Tracking for Project-Oriented Businesses

Sage TimeSheet is a project and resource management solution—ideal for your business if you want to electronically assign jobs to employees and collect data on actual time spent and costs incurred on each task. Sage TimeSheet includes a seamless integration to Job Cost, Payroll, TimeCard, Accounts Payable, and Accounts Receivable.

Easy to install and administer, this comprehensive solution for internal or remote workgroups of any size helps track time and expenses by many user-defined levels, including employee, department, client, project, and individual task. Sage TimeSheet supports a robust approval mechanism that allows your organization to configure an approval process that matches your internal procedures and policies. Plus, Sage TimeSheet is easily adaptable to any organization's project structure and workflow.

For over a decade, thousands of organizations have relied on Sage TimeSheet as their time and expense tracking software to provide up-to-the minute analysis on project budget costs, estimated time-to-completion, and resource utilization. By enhancing your Sage MAS 90 or Sage MAS 200 ERP system with the capabilities of Sage TimeSheet, you can improve billing cycles, increase cash flow, and streamline expense reimbursement by leveraging automated Accounts Receivable and Accounts Payable invoicing generation facilities.

Continued ▶

Sage MAS 90 and 200

Sage TimeSheet

"The move to an integrated Sage Software system has improved office efficiencies by 25 percent, and has streamlined all areas of information flow."

Jason Pick
Systems Manager
Military Sales & Service

Total Integration with Sage MAS 90 and Sage MAS 200

Seamless integration with Job Cost, Payroll, Accounts Receivable, and Accounts Payable helps your company:

- Establish a single entry point for resources, job codes, cost codes, and cost types.
- Dynamically assign jobs to project teams.
- Leverage the automated billing and expense reimbursement facilities.
- Ensure that up-to-date project information flows to all team members.

User-Friendly Time and Expense Tracking

Take advantage of powerful time and expense tracking features that will help your company:

- Classify a virtually unlimited number of employees, clients, jobs, and costs.
- Track each project's details with notes.
- Define tasks with start and stop dates.
- Track tasks with Work Breakdown Structure (WBS) codes.
- Display tasks with Gantt bars.
- Summarize employee or task information with the roll-up feature.

Web-Based Interface

Both a PC and Web-based time and expense interface gives you the means to:

- Easily access job assignments for onsite and remote team members anywhere in the world.
- Quickly connect even when using multi-platform environments, since the Web browser interface supports both Windows and Macintosh workstations.
- Reduce numbers of desktop applications that your IT department supports by using the Web-browser module.
- Spend less time on administrative tasks by automating your daily or recurring tasks associated with employees, tasks, and data.

Time-Saving Workflow Approval Process

User-configurable approval steps enhance your workflow to:

- Allow for multiple approval steps based on company procedures and policies.
- Notify managers and employees through e-mail that specifies levels in the approval process have been met.
- Provide a single entry point for reviewing and approving timesheets and expense claims across your project teams.

Comprehensive Reporting for More Accurate Project Analysis

Robust reporting tools in Sage TimeSheet improve your company's analytic capabilities and allow you to:

- Run reports in the Sage TimeSheet Web-browser module for easy export to other applications for further analysis and review.
- Utilize summary reports, including an easy-to-use wizard that walks you through the report creation process.
- Create PDFs of reports for distribution by e-mail and Web browser.
- Forecast resources and compare costs quickly and easily.
- Analyze resource utilization across projects.

Fully Customizable to Meet Unique Project Tracking Needs

Meet and exceed your company's unique project tracking needs with a solution that enables you to:

- Expand for virtually unlimited employee capacity.
- Maintain names, groups, dependency rules, security profiles, and pay rules.
- Allow for customized terminology.
- Define custom security profiles for entering time and adding tasks.
- Modify specific tasks and component fields rather than overwriting an entire record.
- Allow for up to 10 custom fields to track data for each job or cost code.

sage software

www.shelko.com

©2005 Sage Software, Inc. All rights reserved. The Sage Software logo and the Sage Software product and service names mentioned herein are registered trademarks or trademarks of Sage Software, Inc., or its affiliated entities. Crystal Reports is the registered trademark and technology of Business Objects SA. All other trademarks are the property of their respective owners.

5MAS150 10/06 06-8283/1006