

SOLUTION AREA:

Project, Time & Attendance

Jeeves Universal is a business system for anyone who has realized that the road to success goes through a flexible standard system.

JEEVES UNIVERSAL 2.0

Jeeves Universal is a modern solution that was designed with flexibility in mind. With its ability to scale from a single company scenario to a multi-company, multi-country enterprise with more complex operations and business workflows, it will easily meet your industry-specific challenges and fuel the growth of your business.

- Business Partner Management
- Discrete Manufacturing
- Financials
- **Project, Time & Attendance**
 - ◆ Managing Projects
 - ◆ Revenue Recognition & Analyzing Project Profitability
 - ◆ Project Tracking
 - ◆ Time & Attendance
 - ◆ Expense Allocations
 - ◆ Scheduling & Assigning Resources
 - ◆ Resource & Development Tax Credits
- Service
- Supply Chain Logistics

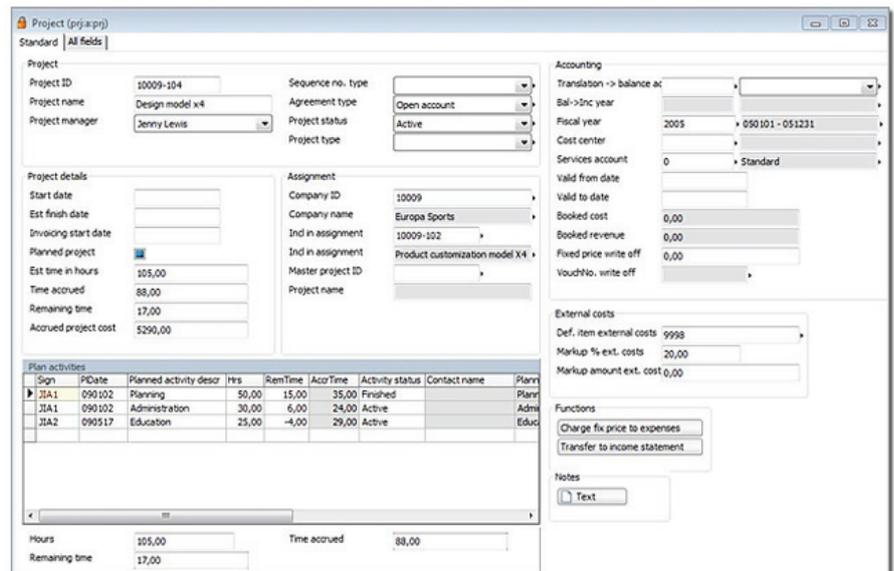
In the business world today, a company's largest asset is its data. People will come and go, but all business decisions, from customer pricing to human resources, rely in some manner on data. A company is enabled by the accuracy and availability of its data to use it as the foundation for making informed decisions.

Jeeves Universal is designed for companies who want to make informed business decisions. Jeeves Universal's total business-system integration puts you firmly in control of your business by giving you quick access to all of your mission-critical data.

Project based organizations face a range of complex and time consuming accounting and financial reporting requirements, not just from within but also from increasing external regulatory requirements. Internally, project accounting can frequently cross organizational and geographic boundaries. Additional complexity is introduced with projects spanning from a few days or weeks to a number of years, during which time budgets may also be revised numerous times. On top of such internal considerations, regulatory compliance and the need for transparent revenue recognition place a further strain on project accounting.

The challenge is to meet these diverse requirements while minimizing your administrative overhead and maintaining maximum flexibility. With **Jeeves Universal** you can ensure that you meet your requirements and that your projects are billed accurately and on time with real-time project reporting on non-billable and billable time and expenses.

Jeeves Universal Project, Time & Attendance connects project activities with your company financials and provides extensive reporting capabilities to equip employees with easy access to key project information, ensuring you complete projects on time and within budget, and maintain timely, accurate billing. Accurate, timely cost information gives you the precise information you need to increase your organization's productivity, increase control over project-related expenses, and make better, more effective business decisions.



Sign	PDate	Planned activity descr	Hrs	RemTime	AccrTime	Activity status	Contact name	Plann
21A1	090102	Planning	30,00	15,00	35,00	Finished		Plann
21A1	090102	Administration	30,00	6,00	24,00	Active		Adm
21A2	090517	Education	25,00	-4,00	29,00	Active		Educ



Project, Time & Attendance

Managing Projects

Are you in charge of Design, Manufacturing, Installation & Service Projects? Do you manage prototype products or engineering projects? Do you install or service the products you manufacture? If so, keep your project managers informed and equip them with the tools they need to manage your organization's projects. Enable them with the ability to assign resources to projects, track estimated vs. actual costs from the issuance of detailed estimates through to project completion.

Revenue Recognition & Analyzing Project Profitability

Account for revenue more accurately with Jeeves Universal by establishing project-based rules for revenue recognition based on IFRS and GAAP-compliant profit recognition methods. Organizations can determine how they want to recognize revenue on each individual project through the business rules that they have established, such as time and material, percentage complete or fixed fee.

When the financial health of your company depends on project profitability, you need timely information on potentially troublesome trends before they develop into problems. Jeeves Universal captures all your project costs and calculates project-to-date totals, providing you with the information needed to evaluate project status, avoid runaway costs and ensure a profitable revenue stream. Use this insight to establish revenue recognition and cost recognition rules and incorporate project-based purchase order functionality to draw an accurate realtime picture of actual and projected project profitability.

Project Tracking

Take control over your projects and prevent cost overruns, and generate bottom-line savings for your organization. Easily look up and report on projects by cost centre, product line or individual items. Gain visibility into your project's metrics - how each project is performing, where cost-savings can be realized and which projects are your most profitable or most costly. Jeeves Universal further enables your project managers to track actual vs. estimated costs through forecast completion, preventing cost overruns and generating bottom-line savings for your organization.

Change orders are modifications of specifications or provisions in the original contract, and typically cause some of the biggest headaches for project managers. With Jeeves Universal, change orders can be managed quickly and effectively, with minimal effort. Create and track change orders at all levels of your project. Empower your project managers with the flexibility they need to control your organization's projects.

Time & Attendance

Wide-spread global teams and complex projects make keeping projects on time and within budget difficult. Organizations need easy access to project data. Paper or excel-based timesheets requiring double-data-entry generate errors and mistakes, often requiring a complicated consolidation of e-mailed or faxed documents just won't cut it. Jeeves Universal provides you with the options of having your employees enter time manually, through scanning of barcodes or swiping magnetic cards. This way project managers and supervisors can obtain timely and accurate information about project profitability; while workers are assured their time is tracked and entered correctly. With time being assigned directly to projects, reporting becomes a snap.

Allocation of indirect employee costs can easily be applied to your projects, ensuring that all costs are accurately reflected and your project reporting is precise. Further, avoid missed revenue due to undocumented time tracking, assuring that projects are billed completely and accurately.

Expense Allocations

All companies need to track and report on their expenses, whether they are project related or not. With regulations, such as the Sarbanes-Oxley Act, mandating adequate 'internal controls' and regulatory bodies forcing management to certify their financial results, accurate expense tracking is critical. With Jeeves Universal automate your expense report collection and approval process to get control of expenses within your organization. Feed actual costs back into the project plan for an effective rolling forecast that managers can use to make faster, more informed decisions and ensure projects stay on track. Accelerate your organization's re-billing of expenses by leveraging e-mail alerts and reminders to ensure timely expense tracking and billing and routing expense reports electronically for line, multi-level or project-based approvals.

Scheduling & Assigning Resources

Make sure the right people are on the right projects at the right time. Automate your scheduling and resource allocation to help project managers and resource planners determine whether appropriate staff or equipment are available and allocated effectively, thus allowing projects to come in on time and on budget. With Jeeves Universal readily assign projects to your existing resources and groups. Easily track project portfolios by resource allocation, costs, and activities down to the sub-task level. Also, monitor project progress using percent complete and other performance measurements. With this all of your projects can have the planning visibility needed to stay on schedule and respond quickly to change.

Research & Development Tax Credits

Does your organization develop new products, materials, devices, products, or processes or improve your current ones? Does your organization invest valuable capital in R&D? Careful documentation of the time, wages, and activities associated with each project is critical to realizing the full value of the R&D tax credit available to your business. With pinpoint accuracy, maintain solid documentation and expense reporting that qualifies for the R&D tax credit. Easily attach and maintain supporting documentation to each project to document compliance to take full advantage of the R&D tax credit for your company.