

TIME AND EXPENSES

FOURVISION'S WEB APP FOR MICROSOFT DYNAMICS 365 FOR TALENT



EASY REGISTERING OF TIME AND EXPENSES

Time is the most valuable resource in any aspect of business. That's why it's important to pay close attention to how you organize your Timesheets. Timesheets are used for detailed time organizations. They provide data that can be used for measuring project performance, billability and invoicing. Timesheet data can also help you get much better insight into your working processes.

The FourVision Timesheet Web App offers the ability to register Time and Expenses. It facilitates the approval process by the Manager (Position Management) and the Expense pay out by Finance. Via the Power BI cockpit you have real time insight in the status of your timesheets. You will not have a missing timesheet anymore.

DATE	CUSTOMER	PROJECT	TASK	LOCATION	DESCRIPTION	HOURS	BILLABLE	ACTION
03/09/2018	Contoso Ltd.	Impl. Talent Phase 1	Project Manager	FourVision location	Set up Project Charter	8.00	<input checked="" type="checkbox"/>	...
04/09/2018	Contoso Ltd.	Impl. Talent Phase 1	Project Manager	Customer local	Workshop at customer	4.00	<input checked="" type="checkbox"/>	...
04/09/2018	Contoso Ltd.	Impl. Talent Phase 1	Travel - Billable	Customer local	Travel	2.00	<input checked="" type="checkbox"/>	...
04/09/2018	FourVision	Attendance	Management	FourVision location	Delivery	2.00	<input type="checkbox"/>	...
05/09/2018	Contoso Ltd.	Impl. Talent Phase 1	Lead Consultant	Customer local	Workshop with customer	8.00	<input checked="" type="checkbox"/>	...
06/09/2018	Contoso Ltd.	Impl. Talent Phase 1	Project Manager	Customer local	Workshop at customer	8.00	<input checked="" type="checkbox"/>	...
07/09/2018	FourVision	Attendance	Management	FourVision location	Delivery	6.00	<input type="checkbox"/>	...

TIME

Employees can easily register on a daily base their time based on customers, projects, work orders, project tasks and location. Once completed, the employee can submit the Timesheet and the Manager can check and approve all Timesheets of his team (via Position Management). Missing timesheets will be reported to the Manager. Employees can access the Timesheet via every device, like their mobile device.

Add new hours detail

Date: 03/09/2018 (Monday) Customer: Contoso Ltd.

Project: Impl. Talent Phase 1 Task: Project Manager

Location: Customer local Hours: 4

Description: Customer workshop





EXPENSES

In Expenses, the employee can easily register via every device, like a mobile device, the expenses. Expenses can be booked on expense type, customer and project.

You can define your own expense types and currencies. Per expense type you can configure if an attachment is mandatory.

Once completed, the employee can submit the expense entry and the designated person (like Finance) can check, approve and pay out the expenses.

Attachments kept stored and can be used for tax evidence.

Add Expense

Select date: 09/18/2018

Select Type: Food & Drink, Travel & Flight, Miscellaneous, Hotel, Parking

Description (Not more than 200 characters): Interview with applicant - Coffee

Select Currency: Euro | Amount: 8.50

Select Customer: Contoso Ltd. | Select Project: Impl. Talent Phase 1

Upload Attachment: C:\Users\HansMalestein\... Browse...

Add Cancel

KEY TAKEAWAYS

- Fill in your time on customers, projects, project tasks, work orders, internal, external.
- Fully integrated with other Microsoft Dynamics 365 solutions like Field Service and Projects
- Approval process by Manager via Position Management
- Easy upload of your expenses, notes, pictures or other evidence
- Quick registration per expense type
- Direct insight in payment of your expenses
- Manage your expenses via your mobile device. Fully compatible with Android and iOS
- Fully integrated with Power BI for real time analytics

FourVision handles the Digital Transformation of your HR processes with the utmost passion, experience and expertise. With over a decade of experience and countless successful Microsoft Dynamics 365 HR implementations, FourVision excels at resolving complicated business challenges through the smooth and efficient implementation. FourVision has come across organizations who required enhancements in several key areas of their HCM environments. In response we began creating flexible, Cloud-based applications to provide enhanced functionalities. The result being a comprehensive suite of Web Apps that provide extra functionality and optimizes Microsoft Dynamics 365 for Talent for each client.

