Time Management

Time management is a fully functioning, project based, Microsoft Office 365 integrated, time entry control system, that incorporates Microsoft Flow communication, using an application driven hierarchical structure. The application has a natural division between administrative functions (Project Maintenance) and time entry (Timecard Entry & Approvals).

Administrators have a full range of dimension that can be entered into each project; items include business expenditures for a project like: CAPX, OPEX, vendor cost estimates, hardware, and licensing.

Track your employee's time, then instantly sync approved time entries to your accounting software for simplified billing & payroll. Time Management makes it easy for employees in different locations to accurately keep track of billable hours, no matter where they are. Managers are then able to easily view and approve all employee hours in one screen, or generate insightful productivity reports with the click of a mouse.

Expense Management

Expense management is a fully functioning, project based, Microsoft Office 365 integrated, expense entry control system, that incorporates Microsoft Flow communication, using an application driven hierarchical structure. The application has a natural division between administrative functions (Project/Client Maintenance) and expense entry (Expense Entry & Approvals).

Track your employee's expenses, then instantly sync approved expense entries to your accounting software for simplified billing & payroll. Expense Management makes it easy for employees in different locations to accurately keep track of billable expenses, no matter where they are. Managers are then able to easily view and approve all employee expenses in one screen, or generate insightful productivity reports with the click of a mouse.

This is a single common interface for all level of users to manager or view their monthly expenses, pending requests or pending approvals.
Administrators must first enter into the system a minimum of one (1) Client, one (1) Project, and expense categories for users to request an expense.

These are the major take ways of the App:

- Project specific expense
- Real Time project expense
- Expense Accounting

- Expenses on the go

With built in Microsoft Flow communication for accepting and rejecting Expense requests via approval emails, from project members to approvers and beyond, Expense Request and Approval App is a powerful tool built on a dynamic platform.

LEAVE MANAGEMENT

Leave management is a fully functioning, Microsoft Office 365 integrated, leave approval system, that incorporates Microsoft Flow communication, using an application driven hierarchical structure. The application has a natural division between administrative functions (Company Leave Maintenance) and Leave entry (leave applications & Approvals).

Leave management is a configurable tool for managing your team's leave requests. The leave requests can be seen using a calendar interface which can be viewed using 3 different views: Monthly /Weekly /Daily. The system has a graphical user interface which makes the user interactions easy and efficient. The managers can look at applied leave and can approve/reject accordingly using his dashboard view.

Features:

- Approval of the leave requests
- Graphical user interface with Month, Week and Daily views
- Filter by status
- Workflows to manage the approvals which are configurable by leave type
- Configure the security using role-based security of D365

Others:

- Add any number of leave types with different configurations for Sick, PTO, Vacation and many other
- Attach documents for Sick and FMLA leave
- Paid and Unpaid leaves
- Calendar view of the direct and indirect reports based on the position hierarchy