



Time Management

Arrange project and task, track daily work done



Coordination

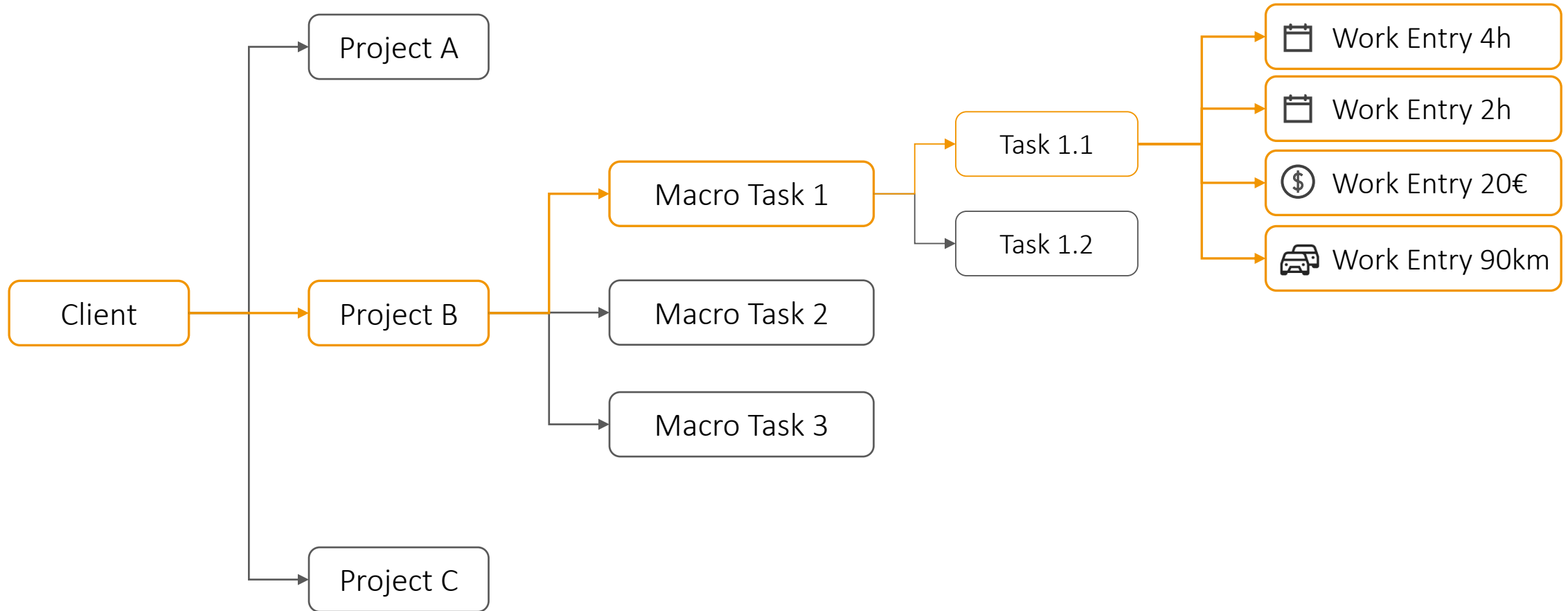
Foster project-centered companies with an easy-to-use tool to manage various activities.

Task distribution and effort measurement are made available. Time timesheet and expense registration are no longer frustrating.

Project structuring

- Account
- Request
- Work Task

Hierarchical management



Clients and Requests



Account Name	Account Num...	Address 1: Ci...	Default R...	Offsite Flat Ra...	Offsite R...	Owner
9Ways Srl	ND8765	Treviso	600€/h	Yes	120.00	PM Luca Ceccon
AD Corporation	PXS9264	Verona	600€/h	No		PM Luca Ceccon
Easy Maintenance Spa	HDI7622	Genova	600€/h	No		PM Luca Ceccon
Loyalty & Retail Group	FG345F4	Bolzano	600€/h	No		PM Luca Ceccon
Rossi Sa	BC28735	Firenze	600€/h	No		PM Luca Ceccon
Verdi srls	OE65785	Milano	700€/h	No		PM Luca Ceccon
Winery Hospitality Trev...	KJF9876	Treviso	650€/h	No		PM Luca Ceccon

Accounts:

- Companies with requests where your employees are involved and work on them.

Requests:

- Commissions with its own participating team and invoicing mode.
- A PM can break down the request into child ones to better define project report.

Name	Account	Invoice Mode	Usage	Days To Customer	Status Reason	Purchase Number
Building Project	9Ways Srl	Cumulative	Green	10.00	Active	
D365 Sales	9Ways Srl	Monthly	Orange	5.00	Active	
Governance Project	9Ways Srl	Cumulative	Red	187.50	Draft	

Work Task Management



ID	Name	Status Reason	%	# Hours	Scheduled Start	Scheduled End	Owner	
01	Studio fattibilità	Active	50	500.00	6/1/2024	6/30/2024	PM Luca Cecon	
01	CRM	Active		10.00			PM Luca Cecon	
01.01	Analisi Territorio	Active	30	10.00	6/1/2024	8/31/2024	PM Luca Cecon	
01.01	test	Draft		10.00	4/3/2024	5/2/2024	PM Luca Cecon	
01.02	Studio Tecnologia	Active		10.00	7/1/2024	10/31/2024	PM Luca Cecon	
01.02	asrf	Draft			4/5/2024	5/11/2024	PM Luca Cecon	
01.03	Mobike	Draft			4/3/2024	4/30/2024	PM Luca Cecon	
02	Analisi Statica	Active		100.00	7/1/2024	8/12/2024	PM Luca Cecon	
02	Design	Active	20	10.00	2/1/2024	2/29/2024	PM Luca Cecon	
02.01	US/UI Design	Late		20	10.00	2/1/2024	2/29/2024	PM Luca Cecon

My Work Tasks:

- Employees can keep track of their own task by priority
- Assign tasks to colleagues and monitor its progress

Work Tasks:

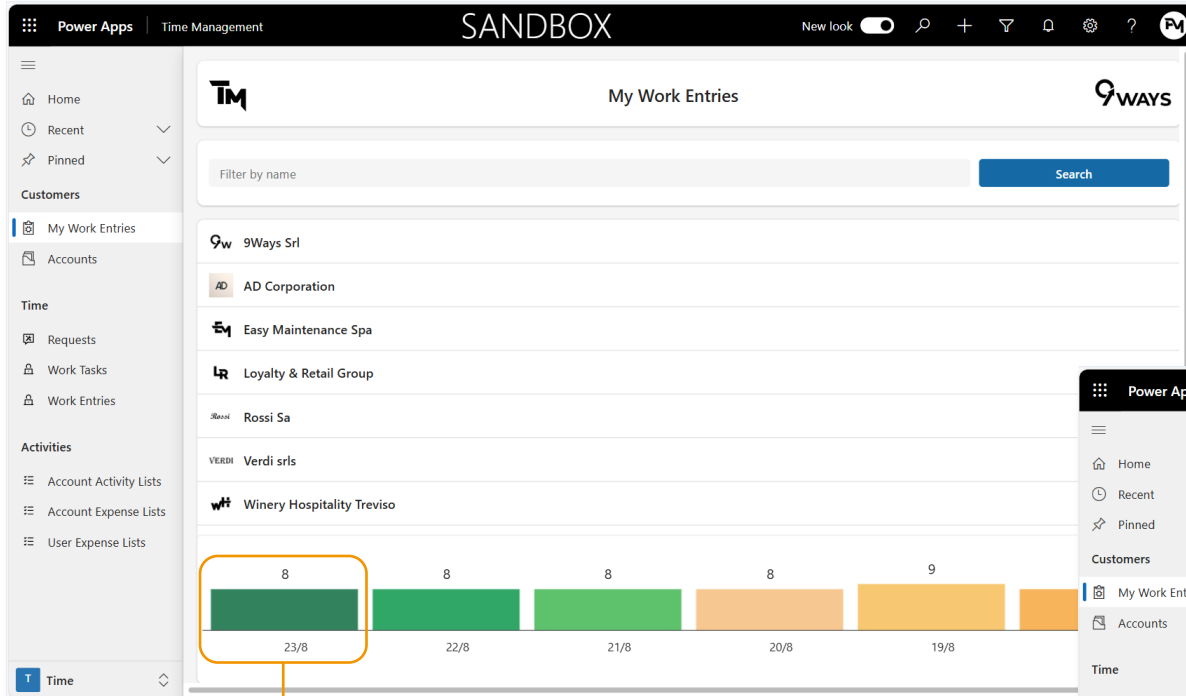
- Represent both project phases and a TO-DO list on a specific request
- A PM can track their status and measure work efficiency by comparing estimated hour with actual hours spent on completing the task

Account	Request	ID	Name	%	# Hours	Scheduled Start	Scheduled End	Status Reason
9Ways Srl	Building Project	01	Studio fattibilità	50	500.00	6/1/2024	6/30/2024	Active
9Ways Srl	Building Project	02	Analisi Statica		100.00	7/1/2024	8/12/2024	Active
9Ways Srl	D365 Sales	02	Design	20	10.00	2/1/2024	2/29/2024	Active
9Ways Srl	D365 Sales	0...	Forms and Views	30		2/1/2024	2/29/2024	Warning
9Ways Srl	D365 Sales	0...	New Kanban component			2/8/2024	3/1/2024	Draft
9Ways Srl	D365 Sales	0...	Progress bar			2/13/2024	2/29/2024	Draft
9Ways Srl	D365 Sales	0...	Second new task			2/21/2024	2/29/2024	Draft
9Ways Srl	D365 Sales	04	Test	10		4/1/2024	4/30/2024	Active
9Ways Srl	D365 Sales	05	Go-Live					Active
9Ways Srl	Demo	01	CRM		10.00			Active
9Ways Srl	Demo	0...	test		10.00	4/3/2024	5/2/2024	Draft
9Ways Srl	Demo	0...	asrf			4/5/2024	5/11/2024	Draft

Work Entry

- Time
- Expense
- Travel

Work Entry chart



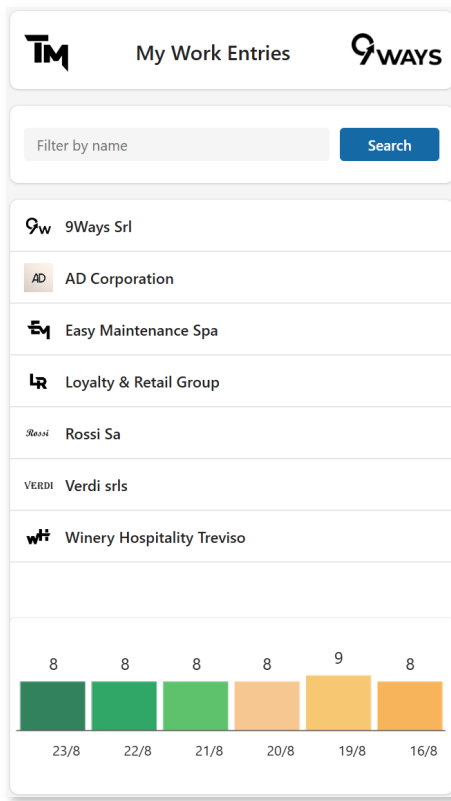
Activity 8/23/2024

Date	Activity	Value
8/23/2024	9Ways Srl - D365 Sales - Design Data model completed	4 h
8/23/2024	Loyalty & Retail Group - Config - Script, Plugin Project Alignment	4 h
8/23/2024	9Ways Srl - D365 Sales - Design Round trip 9Ways Treviso Office	124 Km
8/23/2024	9Ways Srl - D365 Sales - Design Dinner with Pier Sales Director	€ 86

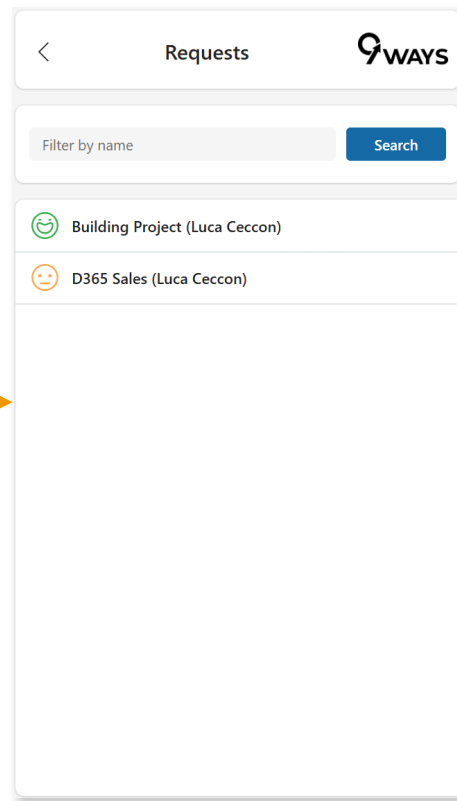
Easy to use



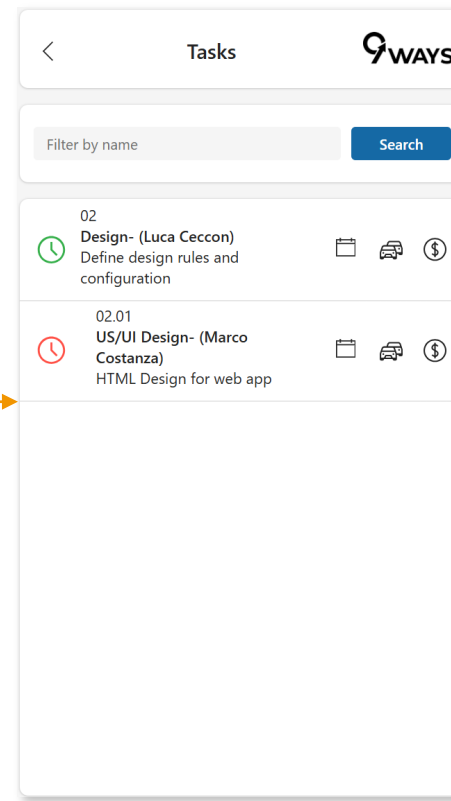
1. Select your account:



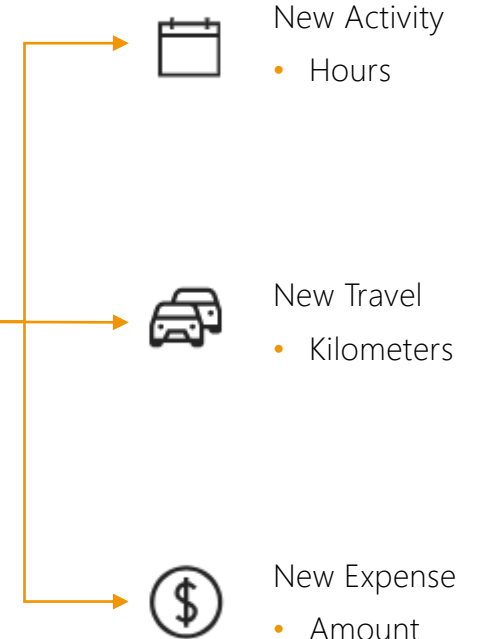
2. Select your request:



3. Select your task and what type of work entry to register:



4. Enter the amount of hour/ money/km spent on the task:





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