




ProductDossier®
Project Management First



TouchBase Timesheets & Leave Management

TouchBase

Timesheets & Leave Management

- 1 Timesheets – the key to accurate cost management!
 - 2 Key Challenges
 - 3 Lost Opportunities
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Timesheets –

The key to accurate cost management!

One of the key components of cost management is the way companies manage human resources.

Three important dimensions of resource cost management are: (1) utilization (2) productivity (3) efficiency.

Organizations would be unable to manage resource cost unless they gather accurate inputs about their resource deployment and address two business aspects.

1. Cash outflow via resource management
2. Cash inflow via client billing



Timesheets & Leave Management

Key Challenges

1

Ad hoc and Spreadsheet-based effort planning.

2

Poor resource allocation, productivity, and utilization.

3

Unable to consolidate at the business unit and organization levels.

4

No visibility into planned cash inflow and outflow.

5

Ineffective resource effort tracking.

6

Unable to thoroughly analyze cashflow bottlenecks.

7

Data inconsistency due to disparate enterprise applications.

Timesheets & Leave Management

Lost opportunities

Cost inefficiencies due to poor resource effort management.



Missed billing due to ad hoc effort tracking.

High negative impact to project cashflows.



Reduced project profitability.

TouchBase Capabilities

Extremely configurable solution to –

- Your industry
- Your products & services
- Your project timesheet management standards, processes, and workflows.

Timesheet Categories

Available, Assigned & Attended FTE Hours.

FTE Hours: Holidays, Planned Leave, & Standard Down-Time

Billable vs. Non-Billable FTE Hours

Straight vs. Overtime FTE Hours

Timekeepers

Multiple Approvers

Override Booked Hours

Track Hours: Task, Work Package, Financial Line Item, and Project levels

Resource utilization, productivity, and efficiency.

TouchBase

Common Capabilities



Analytics



Dashboards



Alerts & Notifications



Social Collaboration



Mobile Access

TouchBase System Integrations



TouchBase Differentiators

1 *Designed for “your” industry, project type, project approach, methodology, and business processes.*

2 *An end-to-end solution that addresses all the dimensions of timesheets.*

3 *Seamless integration with other enterprise applications*

4 *95% configurable; less than 5% customization*

5 *100% digitized timesheets landscape*

TouchBase Business Value



Complete visibility into resource effort management.



Completely digitized timesheets.



Cost optimized via better resource utilization.



No missed effort tracking & client billing.



One version of timesheet truth.



Uncompromised project profitability and ROI.

TouchBase Modules



Timesheets & Leave
Management



Project Management



Opportunity
Management



Project Resources
Management



New Product
Development



Project Financials
Management



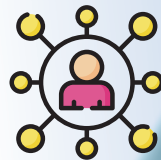
Project Quality



Project Procurement



Project
Documentation



Social Collaboration



Utilities

TouchBase Glimpses

Timesheet Filling

My Workspace | My Dashboards

My Inbox | My Work | **My Timesheet** | Timesheets for Approval | My Calendar | My Social

W52 21 Dec 20 – 27 Dec 20 | TOTAL HOURS: 20.00

	MON 21 Dec	TUE 22 Dec	WED 23 Dec	THU 24 Dec	FRI 25 Dec
Filter...	09:00	09:00	02:00	00:00	00:00
Task	Project				
DT_01_Dec 20	06:00	06:00			
DT_01_Oct 20	09:00	03:00	02:00		
Module 02					

Timesheet Approval

My Workspace | My Dashboards

My Inbox | My Work | My Timesheet | **Timesheets for Approval** | My Calendar | My Social

My Pending Approvals | All Weeks | 16 Pending User Approvals | 1364:02 Hours to be Approved

USER(S)	Send Back	Approve	PROJECT(S)	Send Back	Approve
AK Ajit Kumar	184.00	View Times...	HRMS Implementation	118.00	View Times...
AL Aksh Ladia	27.00	View Times...	Functional Testing	535.00	View Times...
AC Anil Ramesh Chavan	08.00	View Times...	Trinax Design	27.00	View Times...
BP Bhrendra Kumar Pawar	07.00	View Times...	CAD Design 2	02.02	View Times...
GW Girish Wagh	04.00	View Times...	Aerofructure Design	48.00	View Times...
JS Jai Shah	143.00	View Times...	Demopportunity 012	416.00	View Times...
JK Janki Kulkarni	59.00	View Times...	Project Demo 1504	160.00	View Times...
			Program 1 Stage 1 Project Plan	51.00	View Times...

TouchBase is ready
to ensure 100%
accurate planning
and tracking of effort
on your projects.
Are You?



ProductDossier®

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