BrightWork

LOGICIEL HMS SOFTWARE

LIVE WEBINAR

Enhance Your Project Reports in SharePoint with Timesheet Management

Thursday | July 11

4pm GMT | 11am EDT | 8am PDT

Ken Edwards
HMS Software

Alan Morgan
BrightWork

QUICK POLL!

Is your group currently using timesheets in SharePoint for project management?

AGENDA

1. See how to quickly get started managing projects and portfolios with SharePoint
2. Learn how to extend SharePoint for enterprise timesheets with TimeControl
3. Live demo of BrightWork and TimeControl working together
4. Q&A

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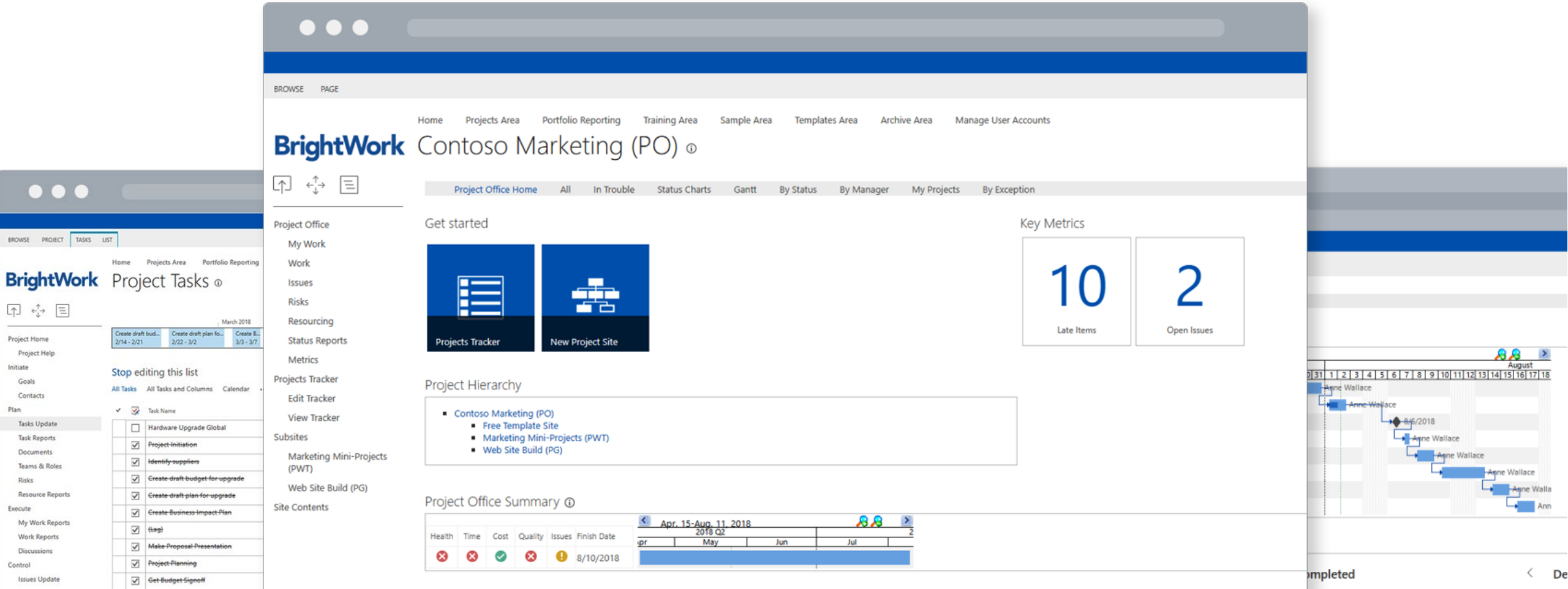
BrightWork

BrightWork is a SharePoint-based project management solution that includes best-practice templates with the flexibility to evolve and mature as needed.



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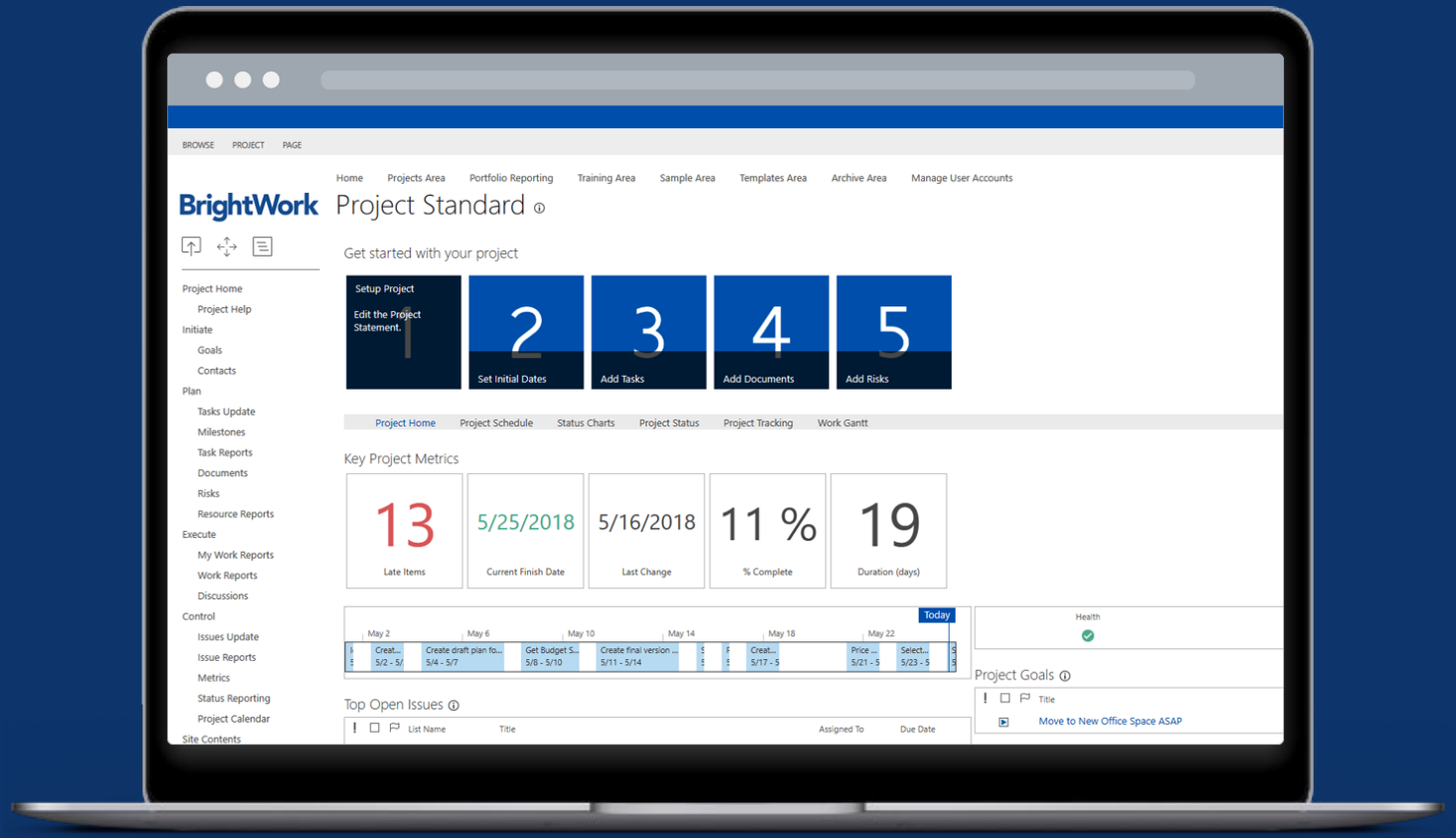

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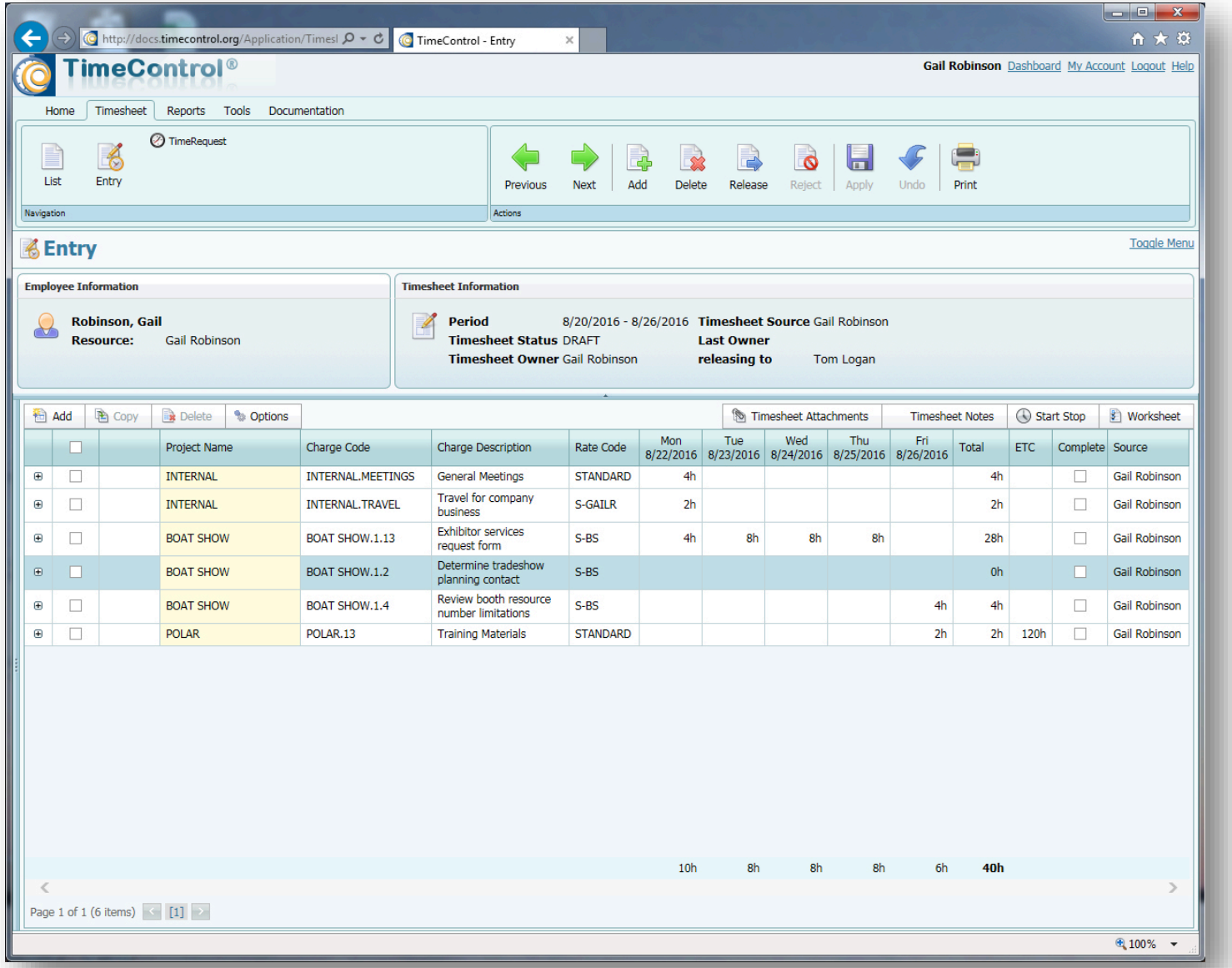
TimeControl is a multi-purpose timesheet designed to integrated with multiple project management systems.



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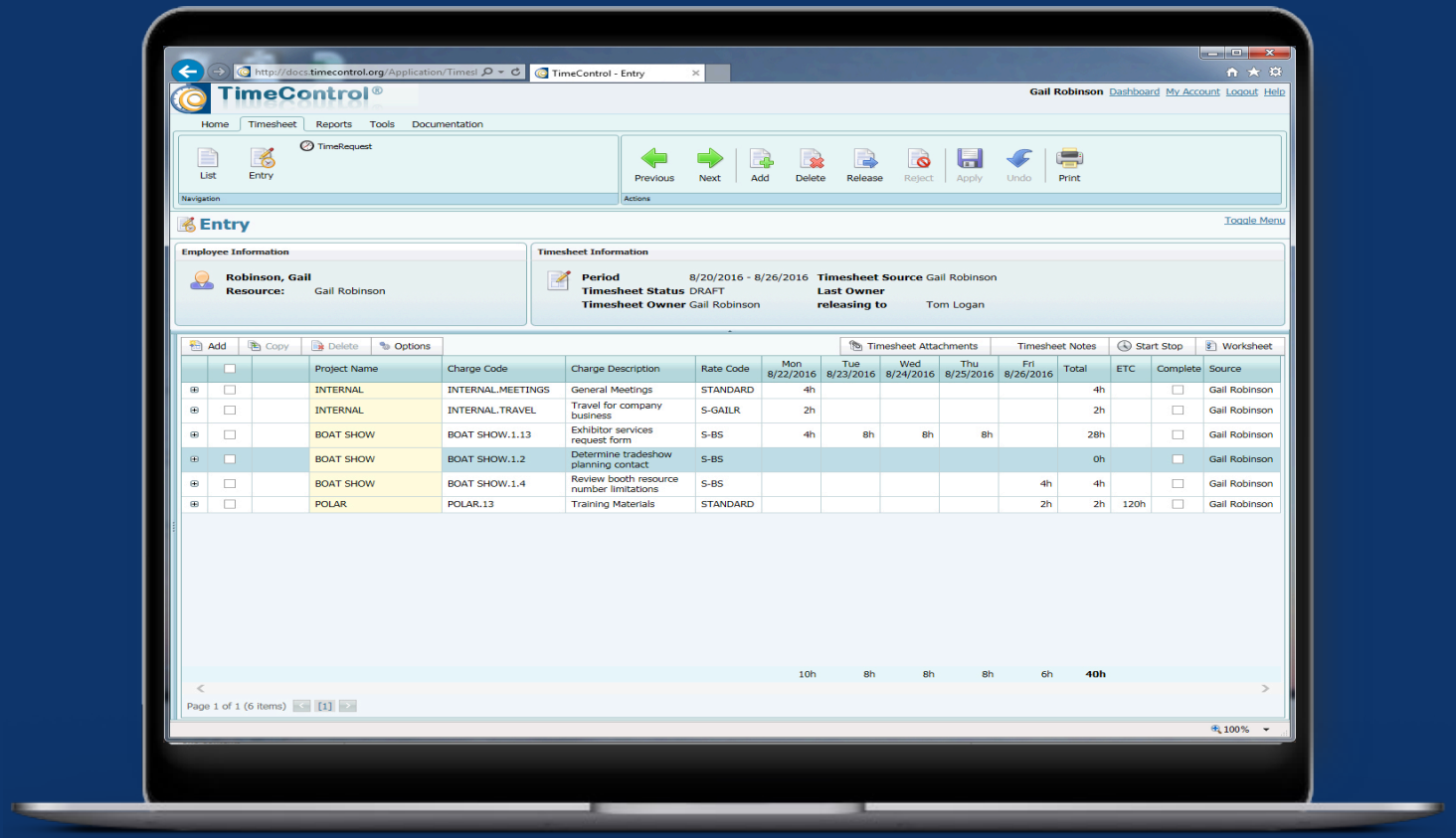

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QUESTIONS?

Use the questions pane in GoToWebinar to ask questions

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Thank you!

Please get in touch if you are interested in BrightWork or HMS

BrightWork

Custom Demo

https://www.brightwork.com/product/demo-request

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Free Trial

freetrial.timecontrol.com

APPENDIX

BrightWork Model Explained

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About HMS Software

- HMS: Founded in 1984
- TimeControl released to market in 1994
- Partners with:
  - Microsoft since 1995
  - Oracle-Primavera since 1997
  - Deltek (Welcom) since 1985
  - Hard Dollar (InEight) since 2012
  - Version One since 2014
  - BrightWork since 2017

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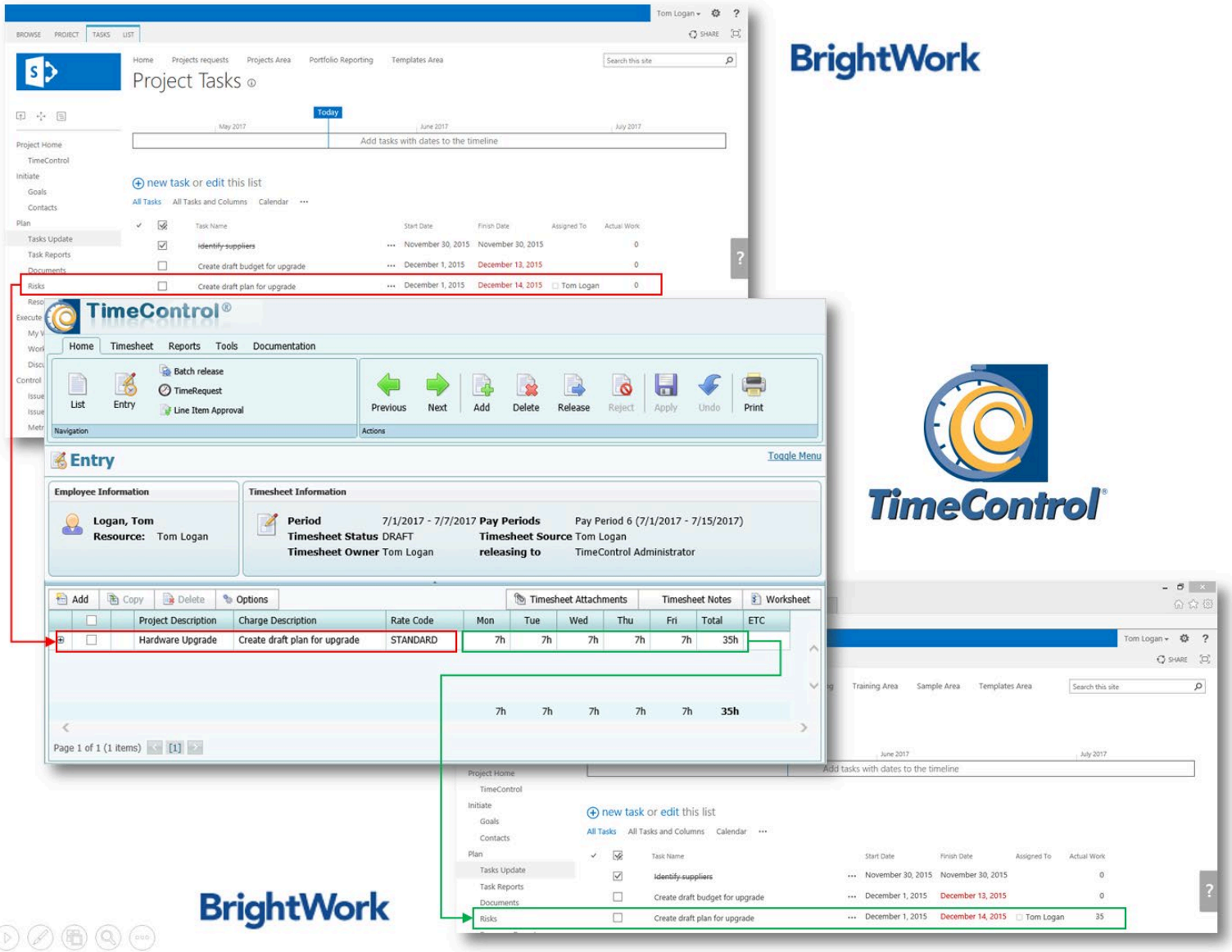
TimeControl and BrightWork



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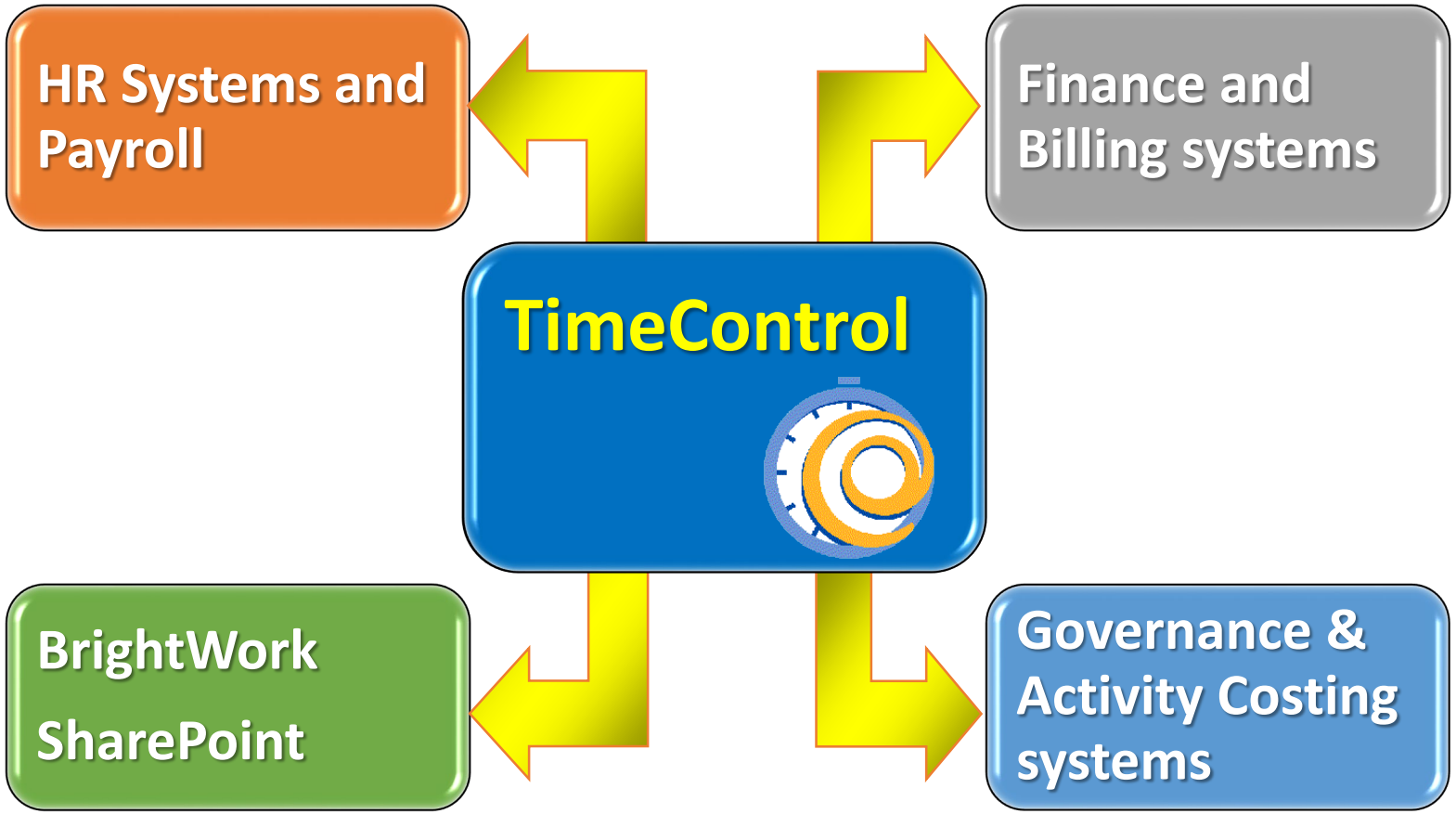
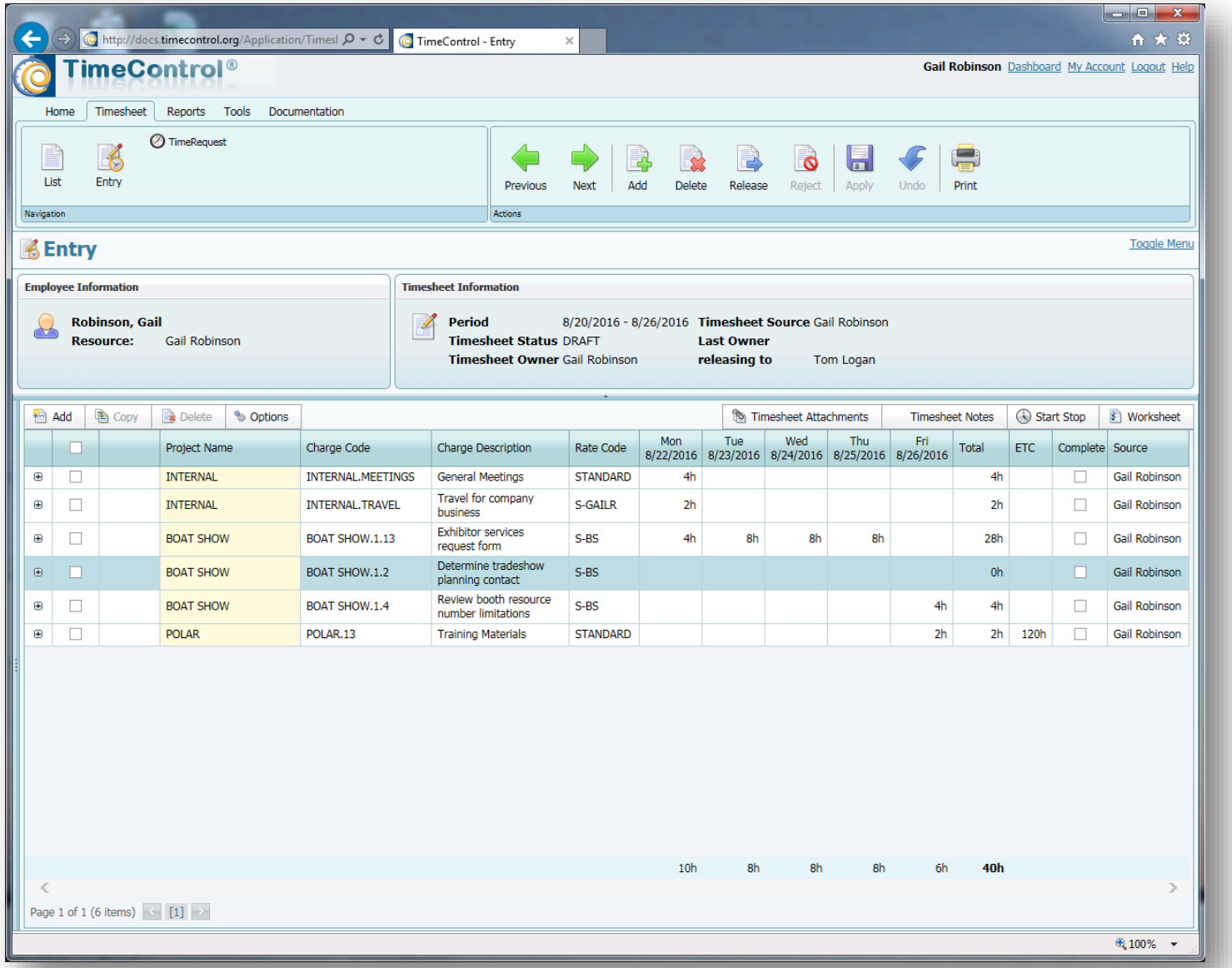
Benefits of TimeControl

- Single entry for all your time capture requirements
  - Project Control, HR / Payroll, Vacation tracking, Billing
- Ability to connect to all of your corporate systems
- Robust approval process
- Matrix Approval Process, missing timesheet tracking & notification
- There are links to multiple products to support a mixed environment
- Fully auditable correction process

TimeControl



TimeControl Interface on its own



Project Name	Charge Code	Charge Description	Rate Code	Mon 8/22/2016	Tue 8/23/2016	Wed 8/24/2016	Thu 8/25/2016	Fri 8/26/2016	Total	ETC	Complete	Source
INTERNAL	INTERNAL.MEETINGS	General Meetings	STANDARD	4h					4h			Gail Robinson
INTERNAL	INTERNAL.TRAVEL	Travel for company business	S-GAILR	2h					2h			Gail Robinson
BOAT SHOW	BOAT SHOW.1.13	Exhibitor services request form	S-BS	4h	8h	8h	8h		28h			Gail Robinson
BOAT SHOW	BOAT SHOW.1.2	Determine tradeshow planning contact	S-BS						0h			Gail Robinson
BOAT SHOW	BOAT SHOW.1.4	Review booth resource number limitations	S-BS					4h	4h			Gail Robinson
POLAR	POLAR.13	Training Materials	STANDARD					2h	2h	120h		Gail Robinson
				10h	8h	8h	8h	6h	**40h**			

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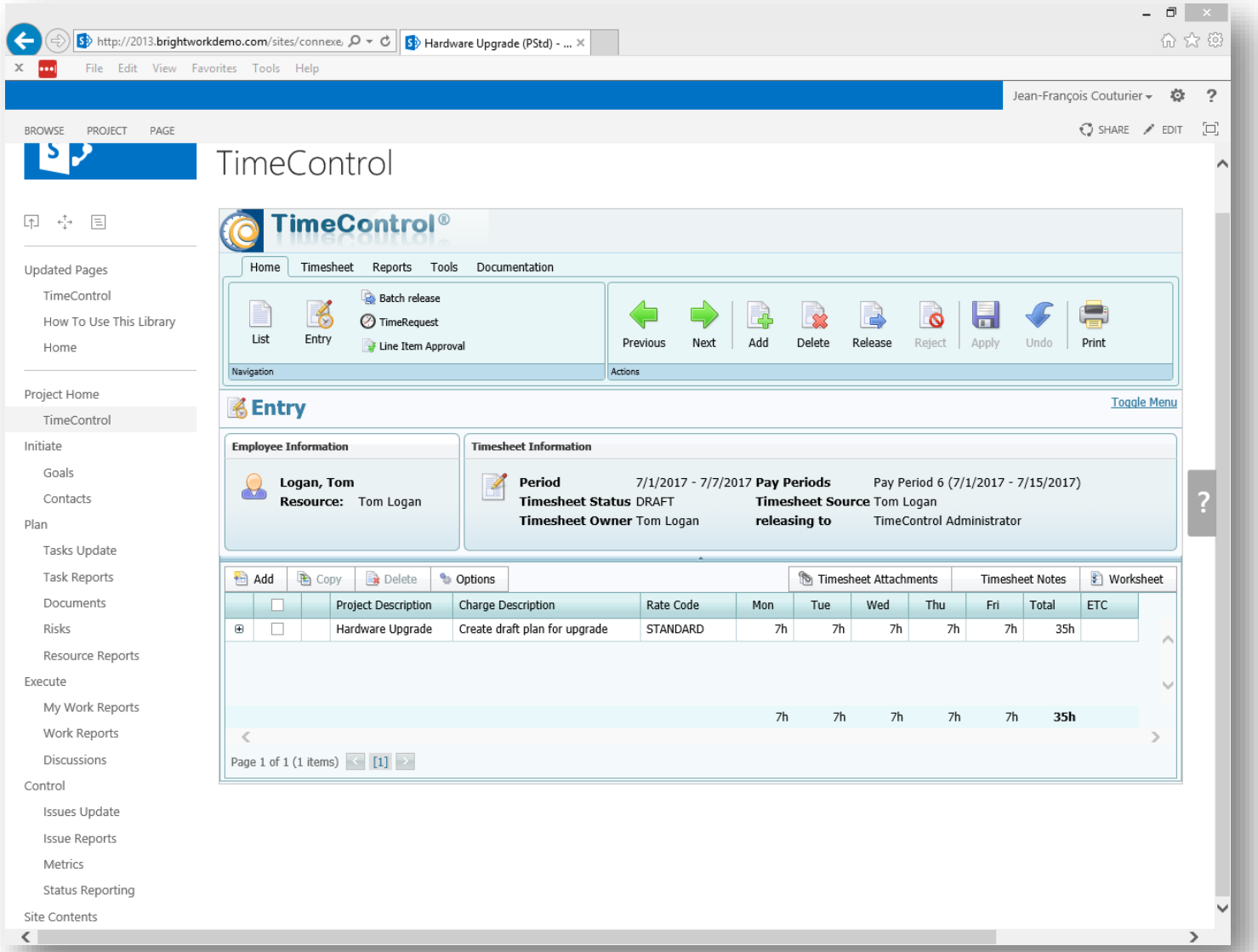
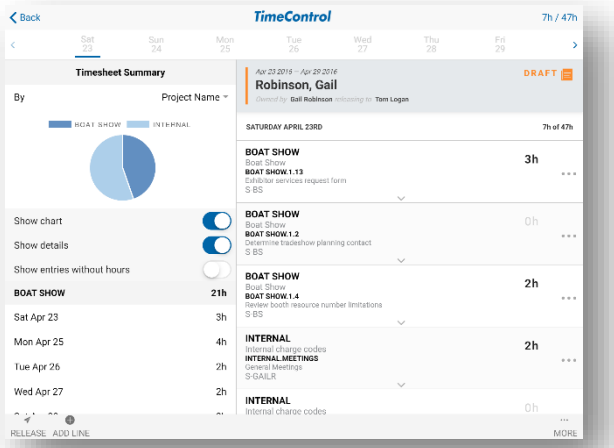
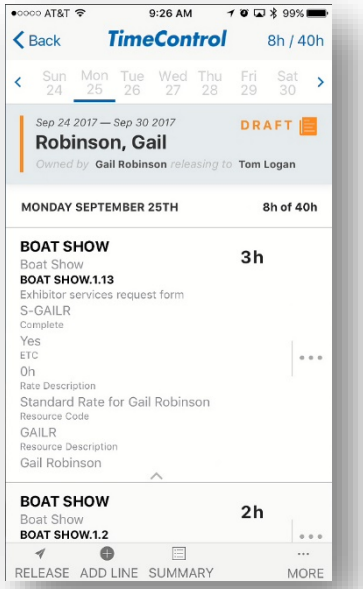
TimeControl within SharePoint

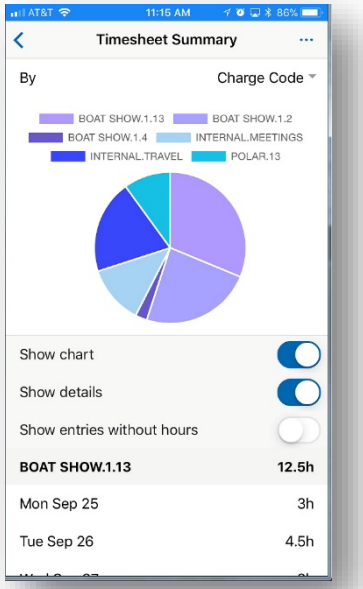


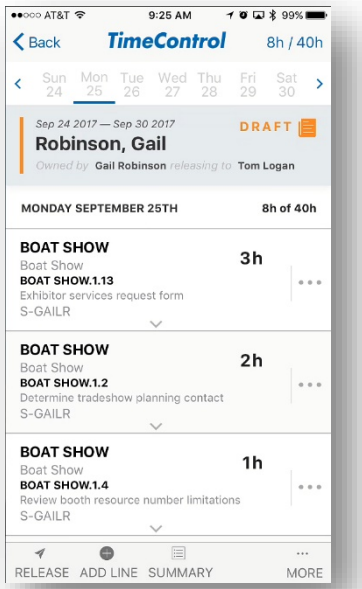
TimeControl Mobile App

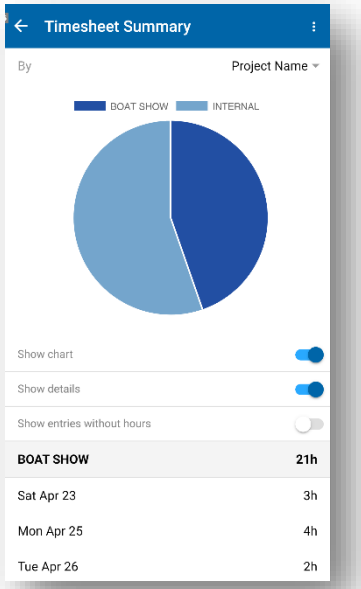
- A free Mobile App supporting Android and Apple devices
- Links to your instance of TimeControl











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Benefits of TimeControl

- Not having to write a timesheet
- You don’t need multiple timesheets
- You can use a single source for actuals
- There are links to multiple products to support a mixed environment
- Actuals become auditable
- Past timesheet data can be corrected in a managed fashion

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Functional Benefits

- **Auditable Historical data**

  TimeControl includes historical data on all timesheet data regardless of what changes or deletions were made in the planning system. This means that if a task is deleted or moved, the actuals are not changed
- **Track controllable edits to posted timesheet data**

  TimeControl allows audited Debit/Credit changes to previous timesheets which are tracked as changes to the original timesheet
- **Automated business validation rules**

  TimeControl includes unlimited automated validation Rules which allows an organization to define what makes an acceptable timesheet. This can include simple rules such as “no more than 24 hours per day” or complex rules such as “no overtime unless you are a wage employee and have done at least 8 hours of regular time today”.

Functional Benefits

- **Unlimited Rates**

  TimeControl allows an unlimited number of rates per employee. Each rate maintains multiple values.
- **Project and Non-project time**

  TimeControl can track both project items from the scheduling system and non-project items such as overhead types.
- **Unlimited user-defined fields**

  TimeControl allows an unlimited number of user defined fields to be added to any table (such as the employee list or task items).
- **Multilingual**

  TimeControl includes multiple languages by default.
- **Expense Reporting**

  TimeControl tracks non-labor entries such as expense reports

Functional Benefits

- **DCAA Compliance**

  TimeControl is DCAA (Defense Contract Audit Agency) compliant
- **Sarbanes-Oxley Compliance**

  TimeControl is a powerful tool for Sarbanes-Oxley compliance in order to conform to SEC rules for internal software development and deployment for any company publicly traded in the US
- **Other Government requirements**

  TimeControl complies also with numerous government standards including the “European Work Rules”, FMLAs and “California Work Rules” along with many others
- **Matrix Approvals**

  TimeControl supports HMS Software’s unique “Matrix Approval Process for Labor Actuals™” which allows timesheet data to be approved by both line or resource managers and projects managers

Functional Benefits

- **Resource assignment options**

  TimeControl supports individual, role and group resource identification which can be unique per line.
- **Hierarchical display for high data volume**

  TimeControl displays projects, rates and tasks in a hierarchical tree format.
- **Links for Payroll, Invoicing, Job Costing**

  TimeControl's financial-quality data is ideally suited for invoicing and TimeControl's Link module allows output to be sent to virtually any corporate finance or ERP system
- **Multiple project management system links**

  TimeControl supports multiple project management links simultaneously. A project environment which includes both Microsoft Project, Project Server, Project Online, SharePoint, Primavera Pro, Primavera EPPM, Deltek Open Plan and Cobra, VersionOne, Hard Dollar and, of course, BrightWork. End-users simply see a list of tasks

TimeControl Key Features

- Easy web interface
- Multi-browser support
- Multilingual
- Flexible architecture
  - SQL Server
  - Oracle
  - MySQL
- Expense tracking
- Matrix Approvals
- Automated Approvals
- Vacation Requests
- Flexible Reporting
- Links to Project Mgt
  - VersionOne
  - Microsoft Project, Project Server, BrightWork, SharePoint, Oracle-Primavera P6, Hard Dollar HD, Deltek OpenPlan, Deltek Cobra
- Links to ERP/Finance
  - Dynamics, SAP, Oracle…
  - Others…
- Government compliance
  - DCAA
  - European Time Directives
  - SOX, FMLA, Others…

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“TimeControl, timesheet software so flexible you’ll think we wrote it just for you.”

FOR MORE INFORMATION:

To find out more about TimeControl:

www.timecontrol.com

To find out more about TimeControl and Brightwork:

https://www.brightwork.com/partners/solution

To try TimeControl for free:

freetrial.timecontrol.com

To find out about HMS Software:

www.hms.ca

To reach HMS Software:

info@hms.ca

TimeControl works in many industries

Engineering/Construction
Aegion
Andritz
EXFO
Foster Wheeler
Groupe Canam
Hamon Daltak
OPAL-RT
Reebok
Siemens
SCX
Steven Winter Associates
Tennant

Gas / Utilities
Entegrus
Enerkem
Karridale
Koch Business Solutions
Husky Oil

Manufacturing
Progress Rail
Tennant
Tractor Supply
Volvo Novabus

Defense / Aerospace
Boeing
CAE Electronics
Esterline
General Dynamics
Rolls Royce

Government
Government of Quebec
Government of Saskatchewan
Conservation Ontario
State of Idaho
Highlands County, Florida
Minnestoa Land Trust
Regie des Batiments de Quebec

Technology
Accedian
Cogiscan
CRIM
Invetech
March Consulting
Northforge
Oce Graphics
Ricoh
Safran
Scisys

Services
Pontoon
Kelly Services

Financial
Ascendant Group
CPA Quebec
MCAP
Residential Mortgage
Segic
US Properties
Vancity
Value Recovery

Health/Pharmaceutical
CADTH
Iogen
Sandoz
Zoetis

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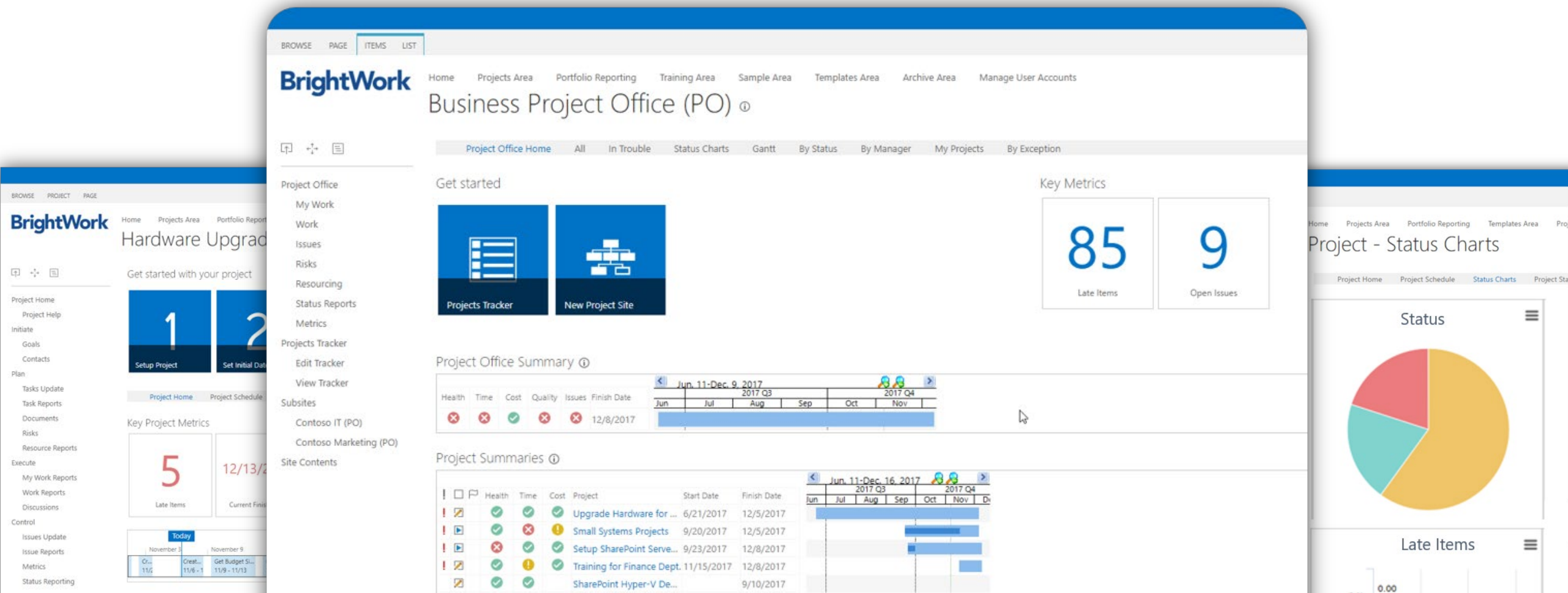
BrightWork

BrightWork is a SharePoint-based project management solution that includes a range of best-practice templates and configurable cross-project reporting.



Manage Projects Successfully

Simplify project processes, engage stakeholders, and increase collaboration with one project management tool.

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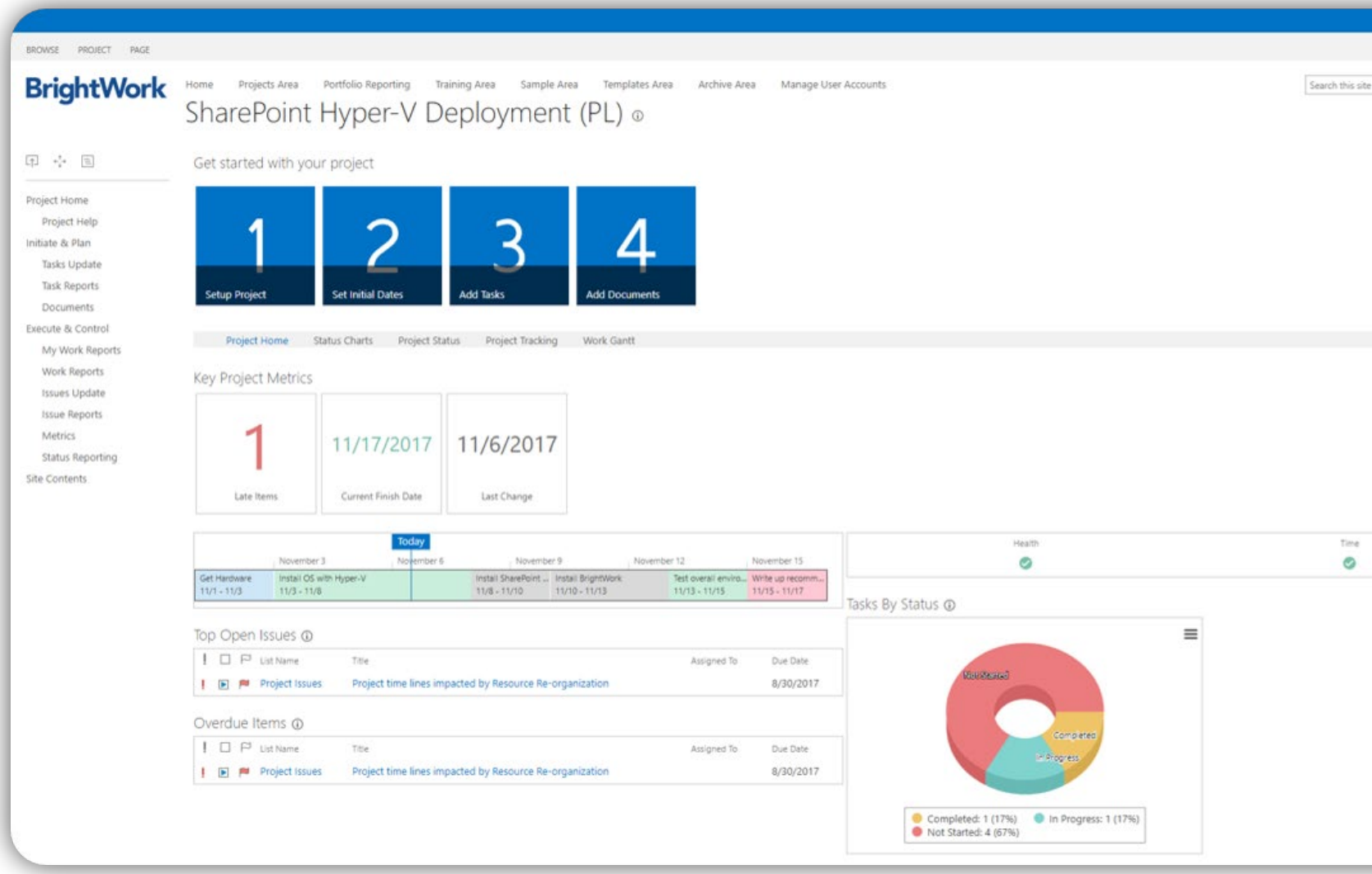
Start with Standardized Project Management Templates

BrightWork includes a range project management templates that help you get projects started the right way every time, with the right amount of project management for the project and team in question.



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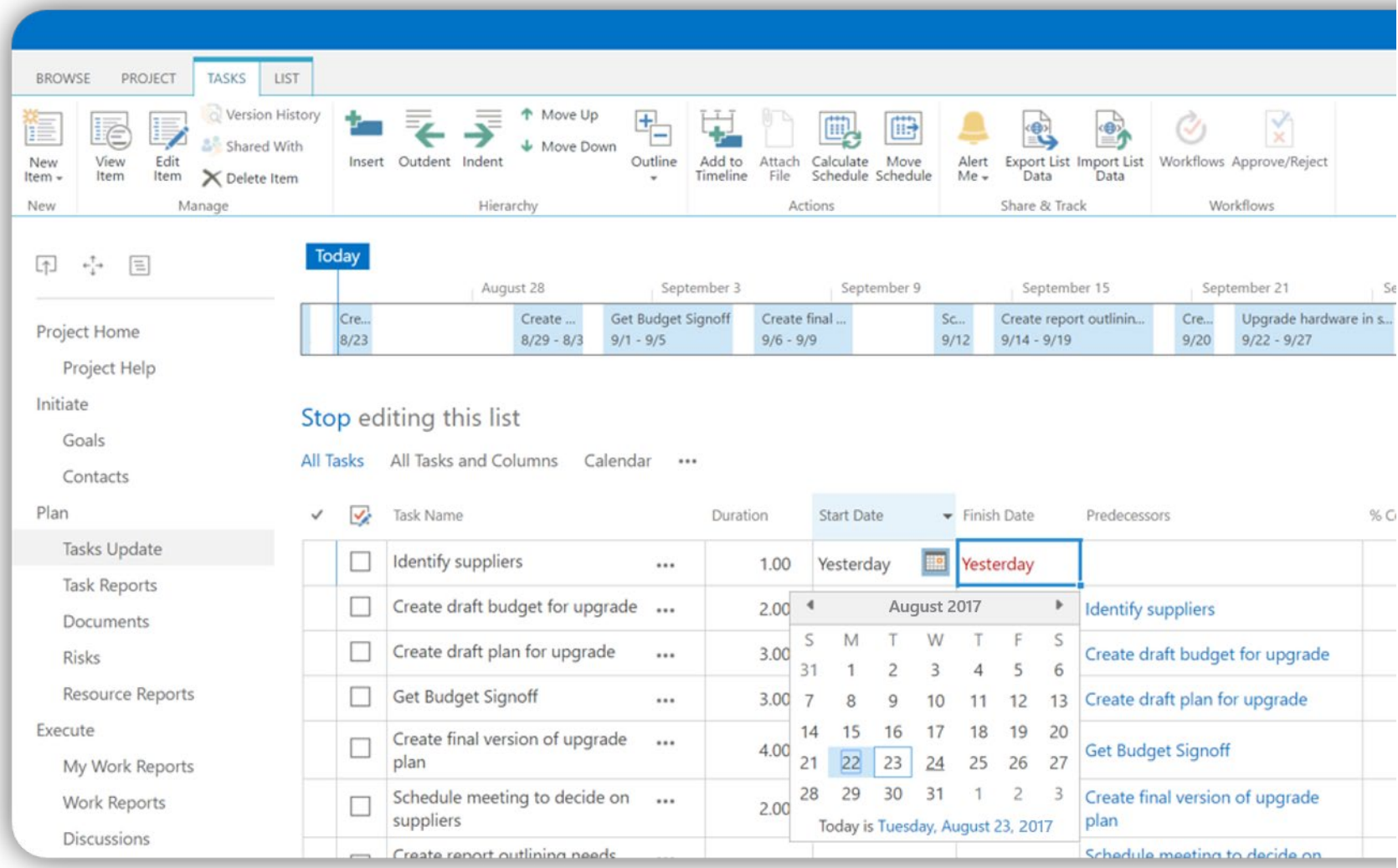
Collaborate with a Team-focused Project Site

Team members can find, do and report on their work in a team-focussed project site with BrightWork.

Manage your schedule with instant visibility into project and non-project tasks



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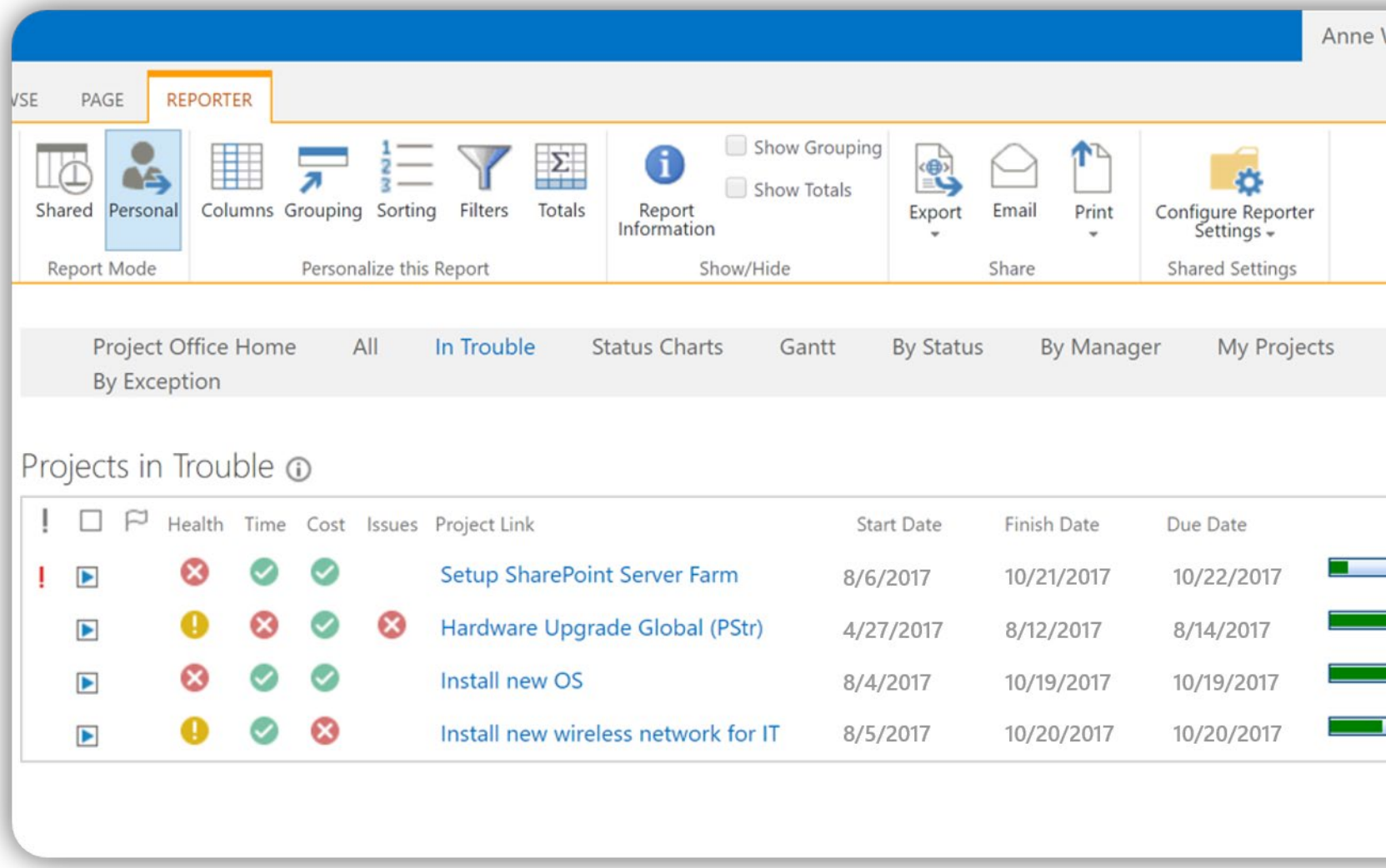
Track and Share Progress with Automated Reports

Project Managers spend too much time on administration instead of the project itself!

BrightWork templates come with automated reporting and dashboards to provide project visibility to the people who need it.



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Control Portfolios of Projects

Improve organizational performance with complete control of portfolios and resources in one place.

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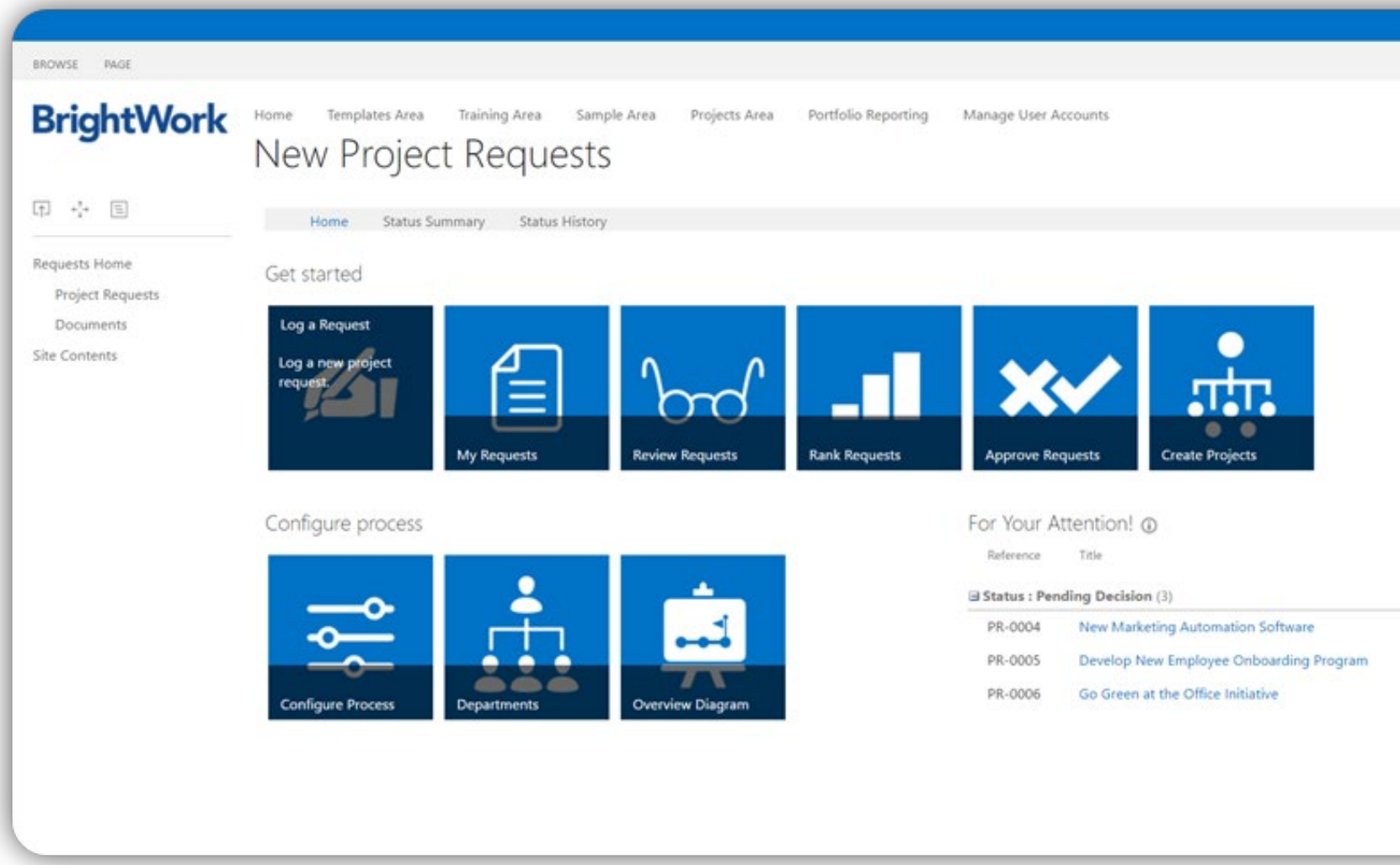
Approve with Scalable Project Request Management

BrightWork gives you a simple process for deciding which projects get approved and automatically creates the new project site.

Develop a transparent ranking process to ensure alignment with business objectives



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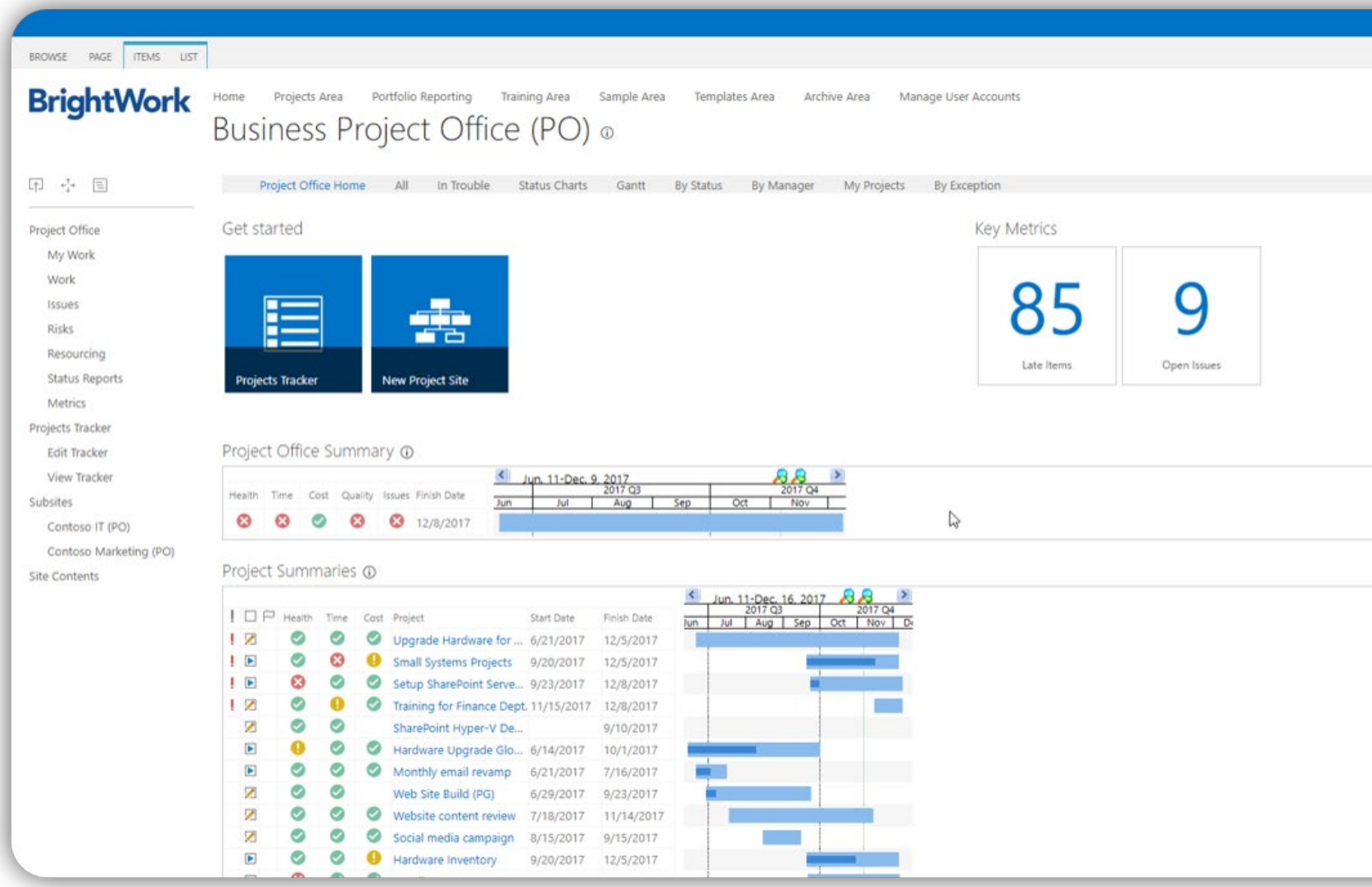
Track with Real-Time Portfolio Dashboards

BrightWork reporting dashboards allow you to quickly track the health and progress of all projects across the organization.

Get visibility and drill into the detail of specific projects.



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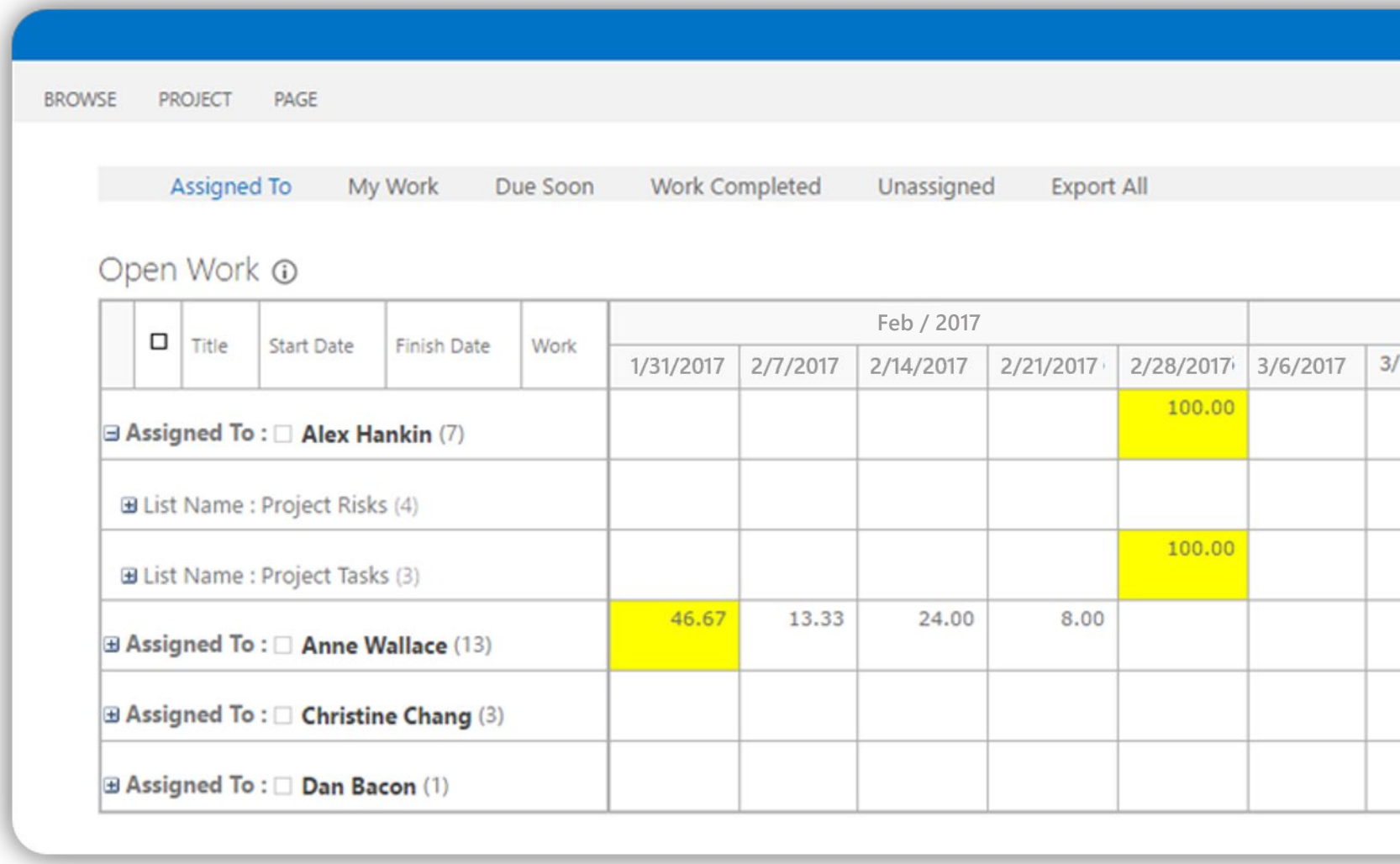
Allocate with High-Visibility Resource Management

Simple resource reports help you track and forecast resource allocation to make sure you have optimal resource utilization across projects.



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Leverage your SharePoint investment

Accelerate user adoption, support project teams, scale performance on your existing infrastructure.

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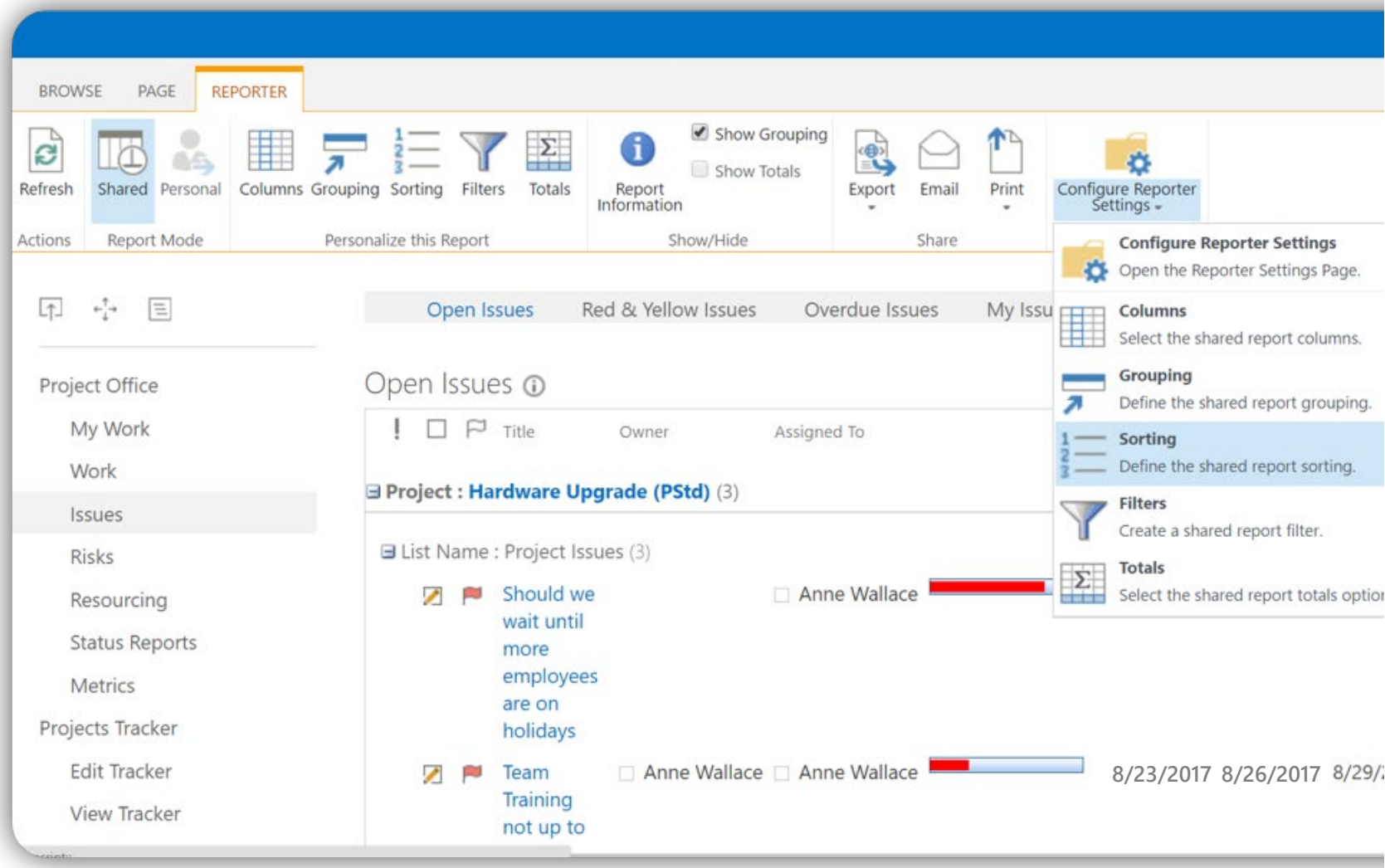
Deploy with a Low IT Burden

As BrightWork is built on the industry SharePoint platform, organizations can leverage existing and investments in infrastructure and training.



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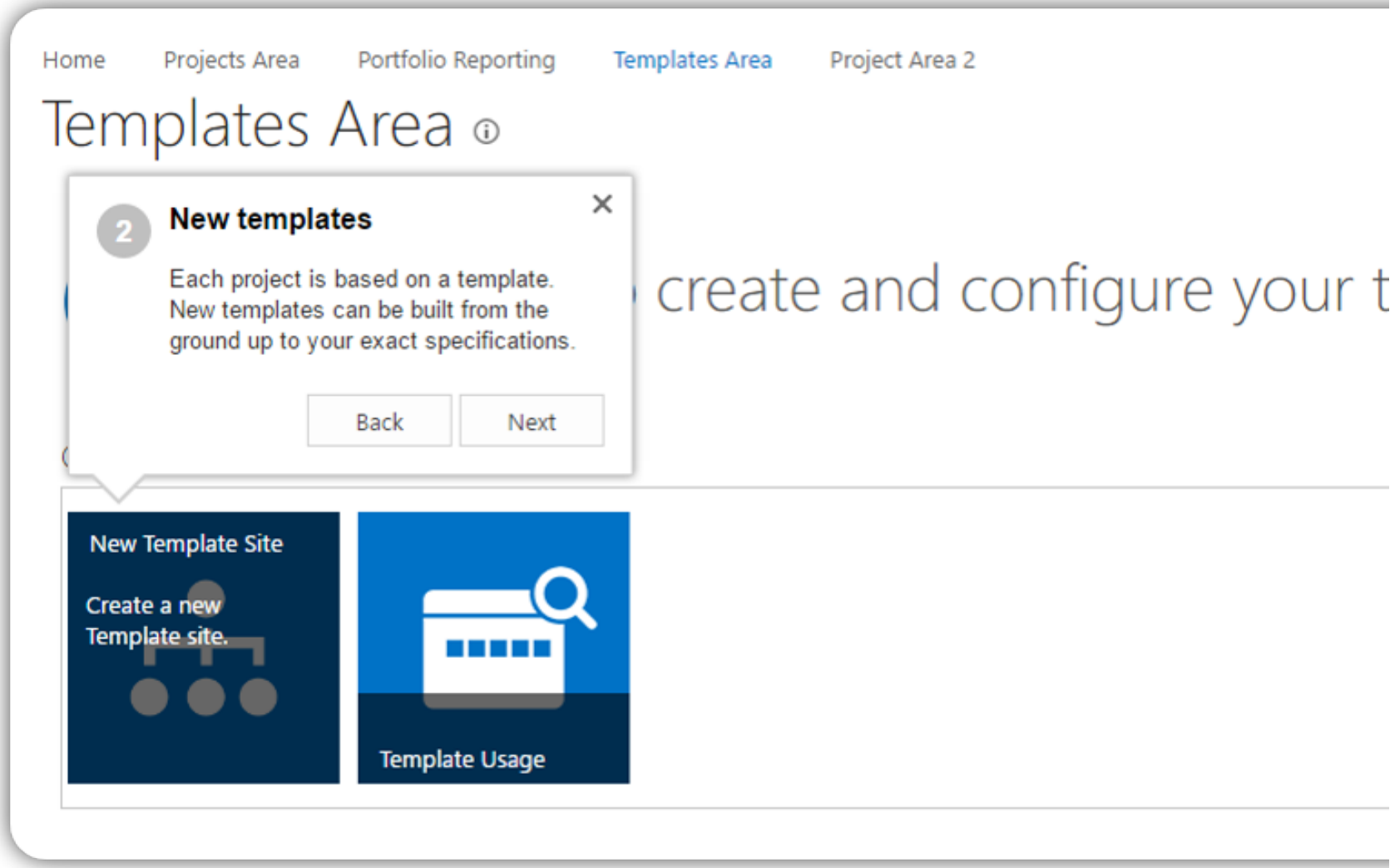
Start with local, best-practice templates and BrightWork Assistance.

Taking a template based approach to projects makes it easy to improve project standards.

Reduce resistance to change with training resources for new project managers and team members.



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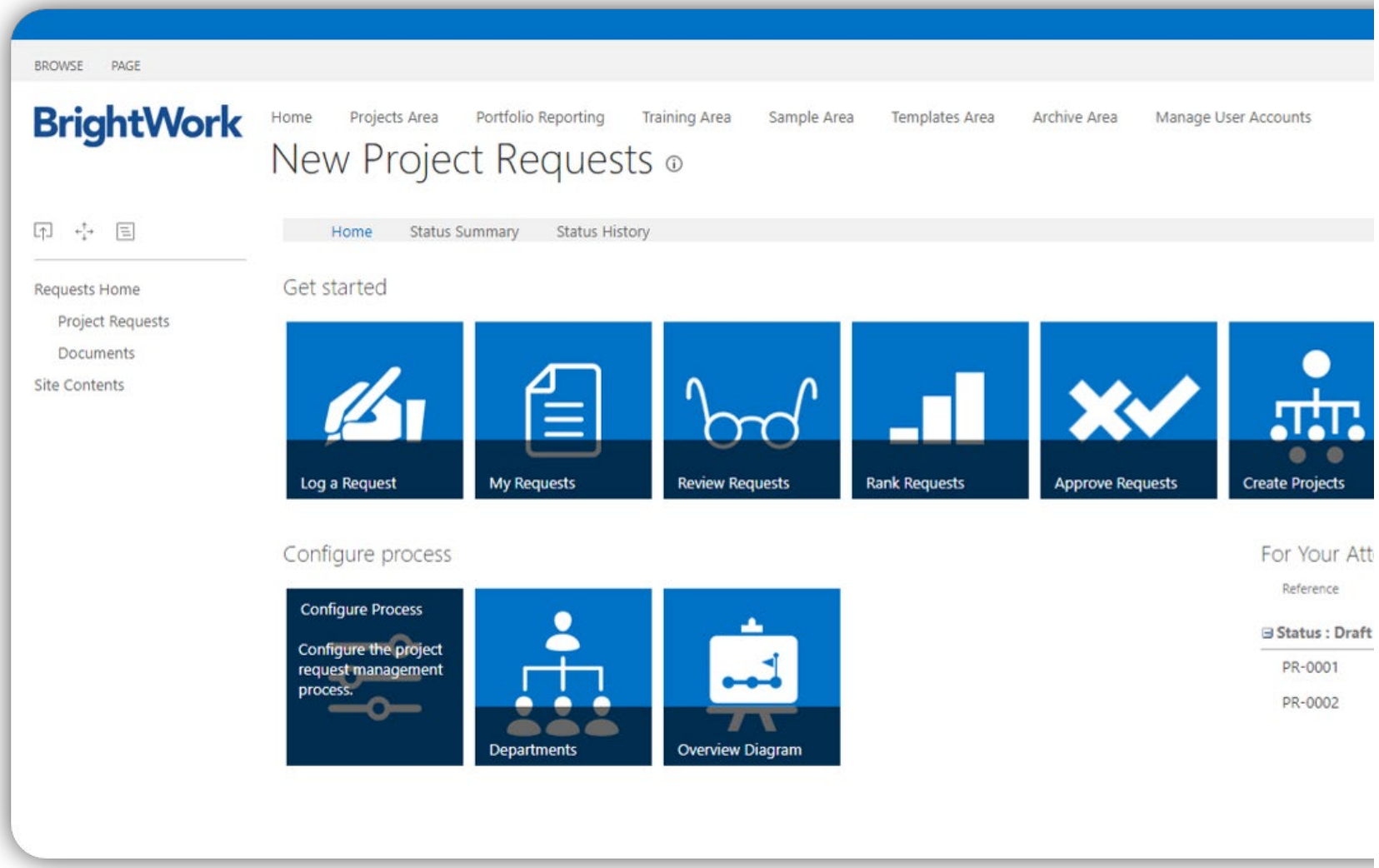
Evolve with Easy-to-Configure Templates

The BrightWork template management system makes it easy to capture, reuse and deploy new processes. You can even roll them out to live projects to support the continuous improvement of organizational project management.



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The BrightWork Approach

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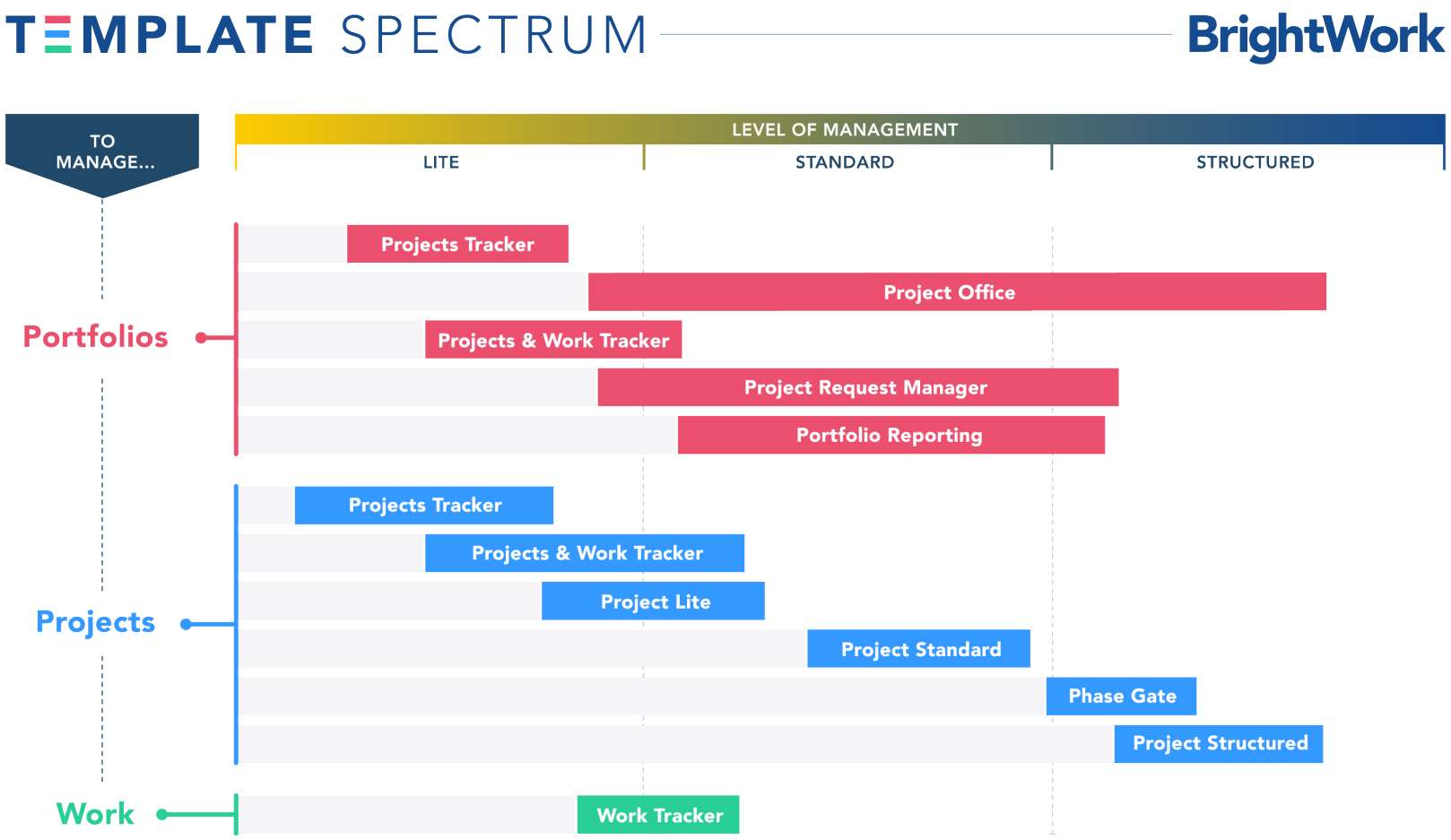
BrightWork Templates Spectrum



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www.brightwork.com