



JTMS

Job and Time Management Software

WEB TIMESHEET APPLICATION



www.timesheet.co.in



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JTMS

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Job and Time Management Software (JTMS) is a web-based staff and project management tool that automates time tracking and approval process. JTMS provides online timesheet input, expenses tracking, comprehensive timesheet reporting.

Top management, managers and employees find the Job and Time Management Software (JTMS) easy to use due to graphical user interface.

Products suitable for

- Chartered Accountants
- Architects and Interior Designers
- Engineers Firms
- Advocates
- Advertising Agencies
- Consultants

or any professional where project based time tracking is required.



FIND OUT IF A CLIENT IS PROFITABLE
IF YOU DON'T VALUE YOUR TIME, HOW DO YOU EXPECT YOUR
CLIENT TO VALUE IT
NEXT TIME BILL YOUR CLIENT MORE & JUSTIFY IT



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Timesheet Tracking Software

- Simple enough for single users or enterprise
- From Time - To Time timesheet input format
- Total Time timesheet input format
- Weekly / daily timesheet input
- Shows clients and jobs / project / assignments in timesheet input
- Single-click processes for submission for approval
- Multiple approvals process
- Freeze timesheet
- Validation for working hours in a day
- Validation for working hours in a week
- Validation for working days in a week
- Reports export to various formats: CSV, TXT, PDF, HTML, etc.
- Assign hours to clients and projects
- Chart your hours spent on each client by day, week and month
- View projected hours for the month for each client
- View history of all hours spent on a given project



Expense Tracking

- Book your single / multiple expenses
- Associate expenses with clients, jobs, and trips
- Expense reports



User Administration

- Can assign manage permissions to various team members like menu, reports
- Hierarchy of groups and users, with password protection
- Unlimited hierarchy of groups and users
- Active Directory integration
- User and admin rights for users, groups, and company
- Turn off features for users, groups, or company
- Limit administration capabilities by user or group
- Limit data access to users
- Scales to thousands of users and tasks
- Filters, views, and menus are limited by admin rights

JTMS
Job and Time Management Software
HS Consulting

Welcome Bhavesh Shah User Staff

Dashboard Transactions Reports Utility

All Timesheet Total Timesheet Input

Timesheet Entry Form

Week : 15/06/2014-21/06/2014

Client : ALL CLIENTS

Job : OTHERS

Job Approver : Top Approver

Start Date : 01/11/2011

End Date : 31/03/2018

Hours Spend : 7667.04

Budgeted Hours : 100

Date	Total Time	Billable	Location	Expense Entry	Expense Amount	Narration	Time Attach.	Exp. Attach.	Submit	Save
15 Jun 2014					0				Submit	Save
16 Jun 2014					0				Submit	Save
17 Jun 2014					0				Submit	Save
18 Jun 2014					0				Submit	Save
19 Jun 2014					0				Submit	Save
20 Jun 2014					0				Submit	Save
21 Jun 2014					0				Submit	Save

Summary for : 15/06/2014-21/06/2014

Date	Job	Client	Time	Status	Time Edit	Exp. Edit	Delete
16/06/2014	REVIEW / INTERNAL CONTROL	VITAMINS DIRECT	00.45	Approved			
16/06/2014	OTHERS	ALL CLIENTS	06.00	Approved			
16/06/2014	ADMIN RELATED	HS OFFICE	01.15	Approved			
17/06/2014	INCOME TAX & AUDIT	POOJA HARDWARE	02.00	Submitted			
17/06/2014	REVIEW / INTERNAL CONTROL	CARLYLE GROUP	06.00	Approved			
18/06/2014	OTHERS	ALL CLIENTS	04.00	Approved			
18/06/2014	CERTIFICATION	MATRIX INDIA ASSETS ADVISORY PVT. LTD.	01.00	Approved			
18/06/2014	OTHERS	ALL CLIENTS	00.00	Approved			

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Automated Notification

- Email notifications and reminders
- Automated reporting, e-mail notifications, job assignments
- Receive notices via e-mail when targets for time or costs have been reached
- Send all reports/ bill to clients/ staff through emails.



Reports (Over 90 reports)

- Staff Reports
Staff Attendance, TimeSheet Summary , Staff Profitability, Staff List, Day to Day Timesheet, All Clients - All Expenses, All Clients - All Jobs - Hours Consumed, Staff List - All Departments, All Clients - All Jobs, Single Client - Single Job, All Jobs
- Client reports
All Jobs - All Staffs, All Jobs - All Expenses, All Jobs - Hours Consumed Day, All Jobs - Single Staff, Single Job Group - All Jobs, Client Group - All Staffs, All Jobs - All Category, Client List, Client Assignment Staff Summary
- Job Reports
All Client - All Staffs, Job List, Expense Reports, All Clients, All jobs - All Clients - All Staffs
- Reports export to various formats: CSV, TXT, PDF, HTML, etc.

JTMS
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SANVAD: PARTNERS

Welcome Anirudh Srinivas User Staff

Dashboard Transactions Reports Utility

Job List Timesheet Input

Timesheet Entry Form

Week : 20/07/2014-26/07/2014

Client : A - 01>Anupama Ahluwalia

Job : A-01-001>Lease of bungalow

Job Approver : Top Approver

Start Date : 01/10/2005

End Date : 31/12/2020

Hours Spend : 68.38

Budgeted Hours : 0

Date	From Time	To Time	Total Time	Billable	Location	Expense Entry	Expense Amount	Narration	Time Attach.	Exp. Attach.	Submit	Save
20 Jul 2014							0					
21 Jul 2014							0					
22 Jul 2014							0					
23 Jul 2014							0					
24 Jul 2014							0					
25 Jul 2014							0					
26 Jul 2014							0					

Summary for : 20/07/2014-26/07/2014

Date	Job	Client	From Time	To Time	Time	Status	Time Edit	Exp. Edit	Delete
24/07/2014	U-08-001>UTICO F2C - Project Salt	U - 08 > UTICO F2C	13.15	21.30	08.15	Approved			
24/07/2014	Y-03-008>Yes Bank - Vish	Y - 03 > Yes Bank Limited	12.30	13.15	00.45	Approved			
24/07/2014	U-08-001>UTICO F2C - Project Salt	U - 08 > UTICO F2C	10.40	12.29	01.49	Approved			
24/07/2014	U-08-001>UTICO F2C - Project Salt	U - 08 > UTICO F2C	00.01	05.40	05.39	Approved			
25/07/2014	U-08-001>UTICO F2C - Project Salt	U - 08 > UTICO F2C	10.30	23.59	13.29	Approved			
26/07/2014	U-08-001>UTICO F2C - Project Salt	U - 08 > UTICO F2C	00.01	16.15	16.14	Approved			
					46:11				



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