

Timekeeping

Keeping employee time at your fingertips.

The need to track employee time and equipment time spent on projects, track the hours committed to specific tasks, and report accurate costs can be overwhelming. Include complying with FLSA overtime calculations for police and firefighters' shifts and you've got a real challenge. Caselle Timekeeping can simplify these tasks.

Timekeeping combines straightforward employee time tracking with uncomplicated time entry. It interfaces with third-party time clocks to allow users to import hours from the third-party program into the Caselle database, and it supports shift and overtime calculations for compliance with FLSA and your hours-worked policy.

Use Timekeeping with the Caselle Project Management Suite to help you realize the full cost of capital projects by tracking employee time, equipment time, and related overhead costs. You can produce accurate documents with a complete collection of employee, equipment, and overhead reports.

Interfaces With

General Ledger

Payroll

Project Management

The screenshot shows the 'Time Entry' software window. It has a menu bar (File, Data Entry, Main Menu, Edit, Search, Inquiry, Maintenance, Other, Help) and a toolbar. The main area is divided into 'Employee' and 'Equipment' tabs. The 'Employee' tab is active, showing fields for Pay Period (04/23/2002), Week Ending (04/19/2002), Employee (Smith, Jacob S), Worked Date (04/15/2002), Ref No (4), Task No (3), Activity Code (301), GL Activity No, Job No, GL Account (10-41-110), and Hours (25). There is also an 'Override' section with fields for Pay Code, Bill Rate, and Differential Pay. Below the form is a table with columns: Ref No, Task No, Activity, GL Activity, Job No, GL Account, and Hours. The table contains three rows of data. At the bottom, there is a summary row showing 6 tasks, 604 hours, and 38.00. The status bar at the bottom indicates 'Anycity Corporation', user 'sam', path 'D:\CSLDATA', and date/time 'Wed Jul 17, 2002 10:45am'.

Ref No	Task No	Activity	GL Activity	Job No	GL Account	Hours
1	1	102	0		10-44-110	20.00
2	2	201	0		10-50-110	10.00
3	3	301	0		10-41-110	8.00
						38.00

Time Entry

Software Features

- Complete time reporting
- Shifts for police and firefighters
- Automatic overtime calculations
- Differential employee time entry
- Multiple pay rates for specific activities
- Simple time entry
- Full interface to Caselle Payroll and Project Management
- Overhead costing
- Bill rate tracking for billable services
- Year-end accrual for payroll costs
- Track equipment hours

Reports

- Time
- Hours
- Timesheet Register
- Task/Activity Reports
- Equipment Reports
- Overhead Reports



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