

DATABASICS Time | Standard Reports

Timesheet Reports

Time breakdown by Organization and Project structures, based on timesheet details, showing hours charged and the charge category in relevant currencies.

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- Hours by Home Organization Structure (Company, Cost Center, etc.) Report
- Hours by Charged Org. (Inter Company charges) Report
- Hours by Client/Project/Task Report
- Hours by Time Code (Category) Report
- Leave Requested/Taken Report
- Timesheet Notes Report
- User Defined Field Report

Workflow and Approval Reports

Status, validations and history of timesheets pre-approval structure. Includes detailed audit trail of report changes and approval activity.

- Missing Timesheets Report
- Timesheets Under FTE
- Timesheets Waiting for Approval Report
- Timesheet Validation Report
- Flagged Timesheet Report
- Flagged Time Lines Report
- Time Status Report
- Approval Queue by Approver Report
- Timesheet Approval History Report
- Timesheet Audit Report

Billing Reports

Time breakdown by Project structures, based on timesheet details, showing hours charged, the billing category, bill rate and amount in relevant currencies.

- Billing Report by Client/Project/Task Report
- User Defined Field Report

Utilization / Margin Reports

Reconciling Time Codes (Category), and Cost and Bill rates reported. Showing hours charged, the billing rate, the cost rate, amounts and deltas.

- Billable/Non-billable Hours per Period
- Margin Report
- Utilization Report

Costing Reports

Time breakdown by Organization and Project structures, based on timesheet details, showing hours charged, the earnings code, cost rate and amount in relevant currencies.

- Cost by Home Organization Structure (Company, Cost Center, etc.) Report
- Cost by Charged Org. (Inter Company charges) Report
- Cost by Client/Project/Task Report
- Cost by Time Code (Category) Report

Posting Reports

Audit trails of expense report posting process.

- Extracted Reports by Batch Report
- Posted Transactions to Payroll Report
- Posted Transactions to GL Report
- Posted Transactions to Project Accounting