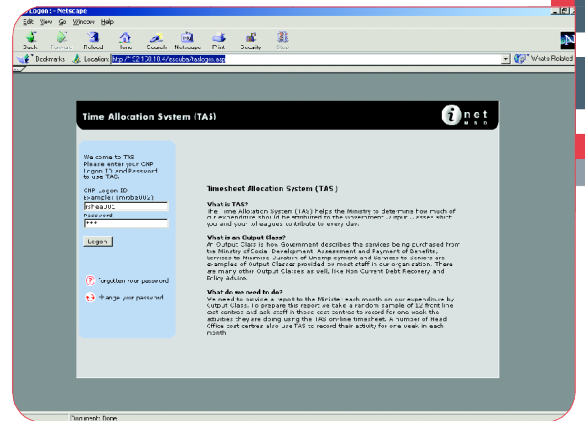


TAS

TIME ALLOCATION SYSTEM

Collect valuable information about how employees are spending their time with the intranet based Time Allocation System (TAS):

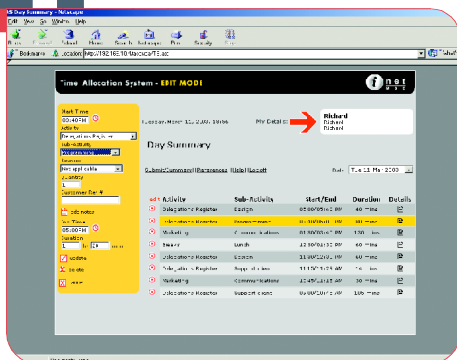
- Understand the labour implications of different products and services
- Compare time spent on activities by different employee groups
- Understand how work is triggered and resource business processes accordingly
- Monitor time spent on output classes
- Capture employee time information for input to other applications such as payroll, activity based costing engines etc.



FEATURES

of the Time Allocation System include:

- Ability to manage a 'time survey' with a sample of employees
- Timesheet entry tailored to an employee's role, offering a definitive selection of activities and sub-activities (to 3 levels) which are relevant to their work
- Automatic mapping of activity combinations to output classes / product groupings
- Intuitive timesheet entry, with facility for 'practise mode', means employees require little, if any, training
- Email advice and reminders to staff and their managers, together with on-line status reporting, supports high levels of completion
- On-line graphical analysis of time by activity, sub-activity, cost centre and output class (reports also available in Excel format for download)
- Easy interface of time data to existing systems, using Excel download.



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