



8Manage Timesheet Advantage

Track the working hours of hundreds and thousands employees
User-defined cycle/types/rules,
automatically generation and time cost calculation



Project and non-project Time

- Define work types and time for projects and non-projects
- Track resource time by work types
- Track individual's idle time and utilization rate
- Track planned time and actual workload of resources



Work Type and Labor Cost

- Supports Work Category and Charge Account mechanisms
- Process time charges based on its charge rates and charge accounts
- Calculate labor cost based on labor compensation
- Track actual time based on work type



Resource Calendar

- All resources have its own calendar
- User-defined working hours, working days and holidays
- Manager can view their subordinates' calendars and holidays
- All work schedules showed in calendar in real-time



Timesheet Cycle & Rules

- Support different timesheet cycles (weekly, semi-monthly or monthly)
- Define overtime, pre-submission, month-end and escalation rules
- Set limits on overtime submission
- Automatically generate timesheet based on preset rules



Search & Reports

- Provides powerful search mechanism.
- Multidimensional reports for analysis.
- All real-time reports can be exported to Excel or PDF for filing and mailing.
- Get insights of how resources spent their time and devise better methods of managing valuable resources.



Easy to use Mobile App

User can complete 99% timesheet work via mobile:

- View work tasks and time assignments.
- Fill in , submit and approve timesheet.
- Assign work and allocate resource.
- View and search timesheet info and reports.

8Manage can provide best combination of standard products & redevelopment services for enterprise management and over 500 corporations in Asia are using our following modules on-premises or SaaS:

8Manage PPM : Project and Portfolio Management

8Manage Timesheet : Resource Time and Cost Management

8Manage SRM : Supplier Management, e-Procurement and e-Tender

8Manage ERP : Enterprise Full Automation

8Manage CRM : Corporate Client CRM and Consumer CRM

8Manage ITSM : Service Management

8Manage HCM : Human Capital Management

8Manage OA : Office Automation

8Manage EDMS : Electronic Document Management System

8Manage Kanban : Visual Agile and Lean