

Modular, scalable and organisation-specific application

PRODUCTMODULES

TimeTell consists of several modules. You only need to purchase the modules you truly need. Timesheet and Planning are the basic modules. You can extend these basic modules with one or more of the other modules to achieve the required functionality. Together they form a comprehensive and integrated solution. You can always decide to add to your chosen configuration at a later date. It is also possible to increase the number of user licenses at any required moment.



Timesheet

- Time tracking with weekly timesheets.
- Working hours can be booked on customers, projects, activities or cost centers/departments.
- Recording of presence & absence.
- Management approval of timesheets.
- Time registration via barcodes is possible.
- Chronological time registration.

Planning

- Project planning with tasks, dependencies, per project phase, including Gantt view.
- Planning of daily tasks/jobs.
- Capacity planning: resource requests, resource allocation and insight in available capacity.
- Plan employees on tasks per week or per day.
- Clear insight in planning versus realisation.

Leave & Absence

- Up-to-date digital leave balance card.
- Holiday planning
- Complete leave request & approval workflow in TimeTell.
- Up-to-date leave balances always at your fingertips
- Illness notification via e-mail.
- Standard reports: i.e.: leave balances, current sick leaves.
- (Organisation/industry specific) leave entitlement calculations.

Budget

- Budgeting for departments/employees on customer, project or activity.
- Budgeting on time and on finances (hour * rate).
- Budgetary comparisons with previous years.
- Standard reports (budget versus realisation).

Calendar

- Calendar with MS Outlook 'look & feel' and functionality.
- Appointments are linked to customers, projects and/or activities
- Scheduling employees on shifts.
- Insight in employee availability.
- Insight in scheduled activities on a project or for a specific customer per employee per day.
- Synchronisation with personal MS Outlook Calendar (with Interface module).

Overtime

- (Organisation-specific) overtime calculations.

Mail

- Notifications can be send automatically via e-mail (standard or customized).
- Reports can be send automatically via e-mail.

App

- Bookings on activities, projects and customers.
- Clocking in or out for time registration.
- Leave requests with notifications (e-mail, sms, Whatsapp).
- Timesheet and leave request approval by manager.
- Editing personal or a colleague's TimeTell Calendar.
- Converting appointments in the TimeTell Calendar to bookings in the Timesheet.
- Access to customer contact details in appointments.
- Expenditure entries.

Reports

- Customized dashboard.
- Dynamic reports (pivot tables, charts, filters, grouping, etc.).
- Drill-down to underlying information.
- Exports to MS Excel, PDF and other formats.
- Customized reports (lay-out en query).

Time and attendance

- Clocking in or out on a terminal with a key tag, badge or fingerprint.
- Clocking in or out via TimeTell App, web or windows (softclock).
- Real time employee attendance overview via TimeTell front desk view.
- If desired, the reason for absence is visible (illness, leave or scheduled day off).

Interface

- Import or export of data from or to external systems. This can be scheduled.
- Exchange of data is possible with CSV or XML-files or directly with an external database.
- Interfaces are configured by TimeTell consultants.
- TimeTell Calendars can be synchronized with personal MS Outlook Calendars.

Standard features

- Authorisations: access to functionality for users.
- HR data.
- Standard reports.
- Audit Trail: data mutations can be recorded in a log-file.
- Scheduler: automatic tasks can be scheduled.
- Available languages: Dutch, English and German.
- Organisation-specific terminology can be applied.
- TimeTell supports MS-SQL, Oracle and Firebird-databases.
- TimeTell is available online and on-premises.
- TimeTell is available for web and windows.

