

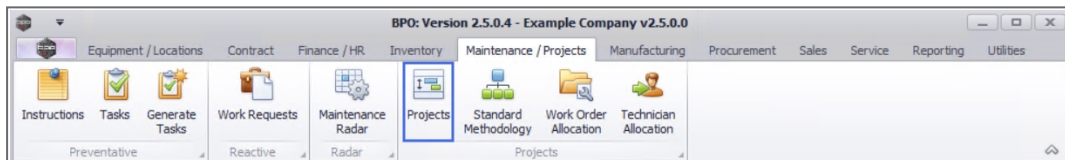
We are currently updating our site; thank you for your patience.

PROJECTS

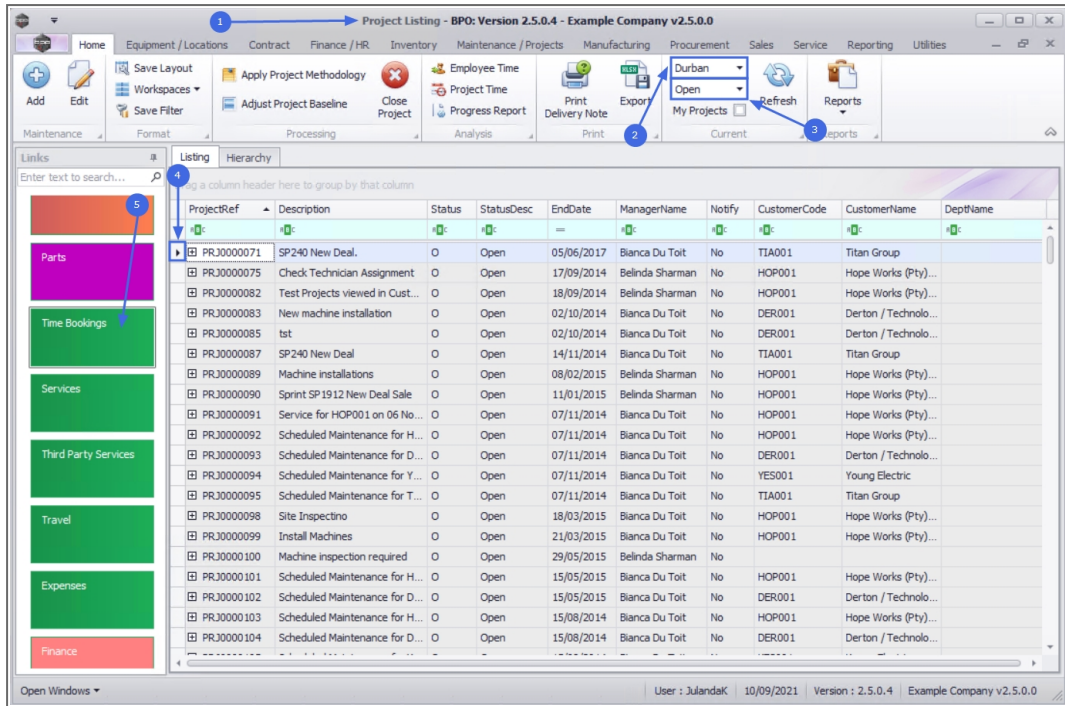
PROJECTS – TIME BOOKINGS

From the Time Booking Tile you can view the time that has been logged for each work order. You will also be able to see the Technician who logged time against the Work Order and how the time was allocated for the work order.

Ribbon Access: Maintenance / Projects > Projects



1. The **Project Listing** screen will be displayed.
2. Select the **Site** where the project can be located.
 - The example has **Durban** selected.
3. Select the **Status** for the project whose time bookings you wish to view.
 - The example has **Open** selected.
4. Click on the **row** of the project you wish to view time for.
5. Click on the **Time Bookings** tile.



6. The **Time Bookings for Project** : [project ref number] screen will be displayed.



Note that this is a View only screen and no changes can be made to the information listed here.

7. From this screen you will be able to view the time that has been logged for each work order, the Technician who logged time against the Work Order as well as how the time was allocated for the work order.
8. You will also be able to see where different Technicians worked on the same Work Order,
9. or where the same Technician attended to a work order on different dates.
10. Click on **Back** to return to the Project Listing screen.

Time Bookings for Project : PRJ0000071 - BPO: Version 2.5.0.4 - Example Company v2.5.0.0

Home | Equipment / Locations | Contract | Finance / HR | Inventory | Maintenance / Projects | Manufacturing | Procurement | Sales | Service | Reporting | Utilities

Back | Save Layout | Workspaces | Refresh | Format | Curr...

Drag a column header here to group by that column

| ProjectRef | ProjectDesc | WOCode | WODescription | CraftName | EmployeeNumber | TechnicianName | StartDate | EstLabourHours | RegularHours | OvertimeHours | OvertimeFactor |
|------------|-----------------|-----------|---------------------------------------------|-----------|----------------|-----------------|------------|----------------|--------------|---------------|----------------|
| PRJ0000071 | SP240 New Deal. | WO0000205 | SP240-1 - Machine Installations | ADMIN | MUD001 | Judith Mudzengi | 19/07/2017 | 0.00 | 0.00 | 2.00 | 1.25 |
| PRJ0000071 | SP240 New Deal. | WO0000205 | SP240-1 - Machine Installations | TECH | MUD001 | Judith Mudzengi | 12/04/2017 | 0.00 | 3.00 | 0.00 | 1.00 |
| PRJ0000071 | SP240 New Deal. | WO0000206 | SP240-2 - Network setup - test edi work ... | MNGT | DUT001 | Bianca Du Toit | 18/07/2018 | 0.00 | 0.13 | 0.00 | 1.00 |
| PRJ0000071 | SP240 New Deal. | WO0000206 | SP240-2 - Network setup - test edi work ... | ADMIN | MUD001 | Judith Mudzengi | 12/04/2017 | 0.00 | 5.00 | 0.00 | 1.00 |
| PRJ0000071 | SP240 New Deal. | WO0000286 | WS - Weekly Service | MNGT | DUT001 | Bianca Du Toit | 29/05/2018 | 0.00 | 2.00 | 0.00 | 1.00 |
| PRJ0000071 | SP240 New Deal. | WO0002198 | Test project assignment with auto accept... | MNGT | DUT001 | Bianca Du Toit | 30/05/2018 | 0.00 | 0.05 | 0.00 | 0.00 |

Open Windows | User : JulandaK | 10/09/2021 | Version : 2.5.0.4 | Example Company v2.5.0.0

MNU.058.061

