

sage

Coretime

Control from
conception to
completion.

Sage Coretime is a powerful, easy to use, seamlessly integrated time and project management solution.

Whether your staff work off site or in a multi office environment recording time and project information is essential.

Sage Coretime's functionality and capabilities allow for greater visibility and transparency across an organisation, giving your business more control, leading to increased productivity, recovery and profitability.

Our solutions

Professionals across three continents rely on Sage Coretime for time and project management. Why? Immediate benefits include:

- Comprehensive, easy to use application, using the very latest technology allowing you to run your business optimally.

Rapid Deployment: typically 5 days or less.

- Quick ROI: typically within 90 days.
- Measures Productivity, Recovery and Profitability.
- Everything you need for work-in-progress and billing management.

Ease

Make it easy, make it rewarding.

- Keep track of your time with the easy-to-use diary-like interface. Enter as you go, work against tasks or scheduled workplans. You choose.
- Annotate entries to maximise your return when billing. Notes entered are readily available when reviewing projects later.
- Enter expenses too. They are immediately available at project level to ensure you recover them. Staff expense claims are one click away.

Record

Concise data collection makes all the difference.

- Capture data at group, client, project (on a phase by phase basis), activity, task or schedule level against set budgets.
- React to customer prompted or manager assigned tasks, updating status as you go. Never again ask the question, "Is it done yet?"
- Charge the correct rate. Charge based on position, budget, or override.
- Only show charge-out rates to those who have authority.
- Encourage simple notes against entries. They may qualify the time spent when issues arise over invoices later.

Review

Watch over your team.

- Up to the minute Gantt chart shows all your team members' progress throughout the week.
- Click on any cell to see what went on. What were they working on, for how long, what notes?

Assign

Integrated task management ensures things get done.

- Colour coded (traffic light) indicators show tasks pending, part complete and completed.
- As work on a task begins, a timesheet entry is added and the task progress is updated automatically. No re-entry of data required.
- Tasks can be assigned by managers, or you can enable remote client access where they can set up and review their own. Customers never had it so good: support and service improve significantly.

Schedule

Forward planning helps keep our focus.

- Schedule staff in half day increments; simply click and drag. Think of it as a massively powerful wallchart. Working against schedules makes time recording even easier.
- Ensure that the proper resources are assigned to projects.
- Switch from project view to employee view to ensure all staff are utilised optimally.

Projects

Leverage and share knowledge throughout your business.

- It's all to hand. Review work in progress, debtors etc., all in one place. No more trawling through menus to get the full picture.
- Quickly switch to review other projects for this client. Historical data can be powerful when deciding the invoice levels. "What did we bill them last year? Last project?" "Was the previous project profitable?"
- Create budgets before you begin. One simple step shows how we're doing versus budget.
- Expenses and outlay appear on WIP too. You now know the true cost of the project.

Invoice

Comprehensive invoicing is a click away.

- Create invoices using templates you design. Print them or attach them to emails.
- Invoice one client across several projects.
- Invoiced value does not necessarily correspond to the value of work-in-progress. You can choose to invoice for more or less. Recovery, which is the percentage difference between the value of WIP and invoice, can be reviewed against projects, clients, billing managers or your entire business. One of our key metrics is achievement of 100+% recovery for your business.

Reports

Robust, customisable reporting for analysing productivity, recovery and profit.

- Over 200 comprehensive classified reports allow you to see the data the way you want it.
- Flexible reporting uses any filter, ordering, or grouping needed. Dynamic in-report sorting and drill down.
- Take reports on the road with easy export to Excel™, or design your own using any standard report writer.
- Convert text reports to compelling graphic visuals such as pie or bar charts through Excel™.

"We introduced Sage Coretime to monitor our time expenditure and costs on a project-by-project basis. This has a two-fold benefit: it allows us to demonstrate our actual time spent on client business, which is a crucial part of demonstrating the return on investment that our work brings to clients' business, and it ensures that all of our hard work is reflected in increased recovery on each of our projects"

Red Door Communications

"Since implementing we have seen a direct and positive impact on our business. Being intuitive to use, employees are now able to submit their timesheets simply and on time, and any issues identified during the course of our work are clearly documented"

MGOS Architects

Types of business using

Sage Coretime

Accountants
Actuarial Consultants
Advertising Agencies
Architects
Banking
Bookkeeping Services
Company Secretarial Services
Conference Management
Contract Cleaning Agencies
Consulting Engineers
Design Houses
e-Commerce Consultants
Employment Consultants
Event Management
Financial Consultants
Financial Services
Insurance Brokers
IT Consultants
Management Consultants
Oil Exploration
Public Relations
Publishing
Quantity Surveyors
Safety Consultants
Software Development
Technology Consulting
Telecommunications
Web Design/Development

“As a product, Coretime has more than delivered on our expectations and has additional functionality that will add further value to our business as we develop its use within our Business Management System.”

Tobin Consulting Engineers

Customise

- Change the look and feel of the product to one that best suits your business.
- Keep your brand to the fore, encouraging staff loyalty.
- Change label names, colours and report headers.
- Customisable analysis fields allow you to view projects by type, location, manager, platform... you name it.

Data Access

- Import data from current systems.
- Synchronise Sage Coretime with other systems.
- Access your account information from anywhere in the world.
- Sage Coretime links seamlessly with Sage and other accounting solutions, MS Project and Microsoft Outlook so you can install it as part of your wider business management system.

Trusted Solution

Sage knows how important security, reliability and scalability are to our customers. This is why we deliver a world-class infrastructure comprising current, proven, cutting-edge technologies as well as proprietary software developed specifically for Sage Coretime.

We support thousands of users with submillisecond performance, so you can add all the users you need with no negative impact on performance. Optional modules such as Task Manager and Staff Planner are also available depending on your particular business needs.

With Sage Coretime you can choose from two payment models:

- Initial software cost paid for upfront, installed on your own server behind your own security systems.
- An Application Service Provider (ASP) service with payments based on a monthly fee, limiting initial investment and with the security and reliability of our state of the art hosting facility.

And with the back up of our customer support team, all Sage Coretime customers enjoy the protection and peace of mind that only our market-leading infrastructure can deliver.

Your Sage Business Partner:



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