

# Digital Time (after the fact) Labor Tracking

Enter **START** , **STOP** and/or **TOTAL** after the fact.



iPad 4:27 PM 98%

<BACK TIME SHEET SELECT

July 11th Timesheet

Search

\* (0) - Number of employee records that have a different time, location, and/or task.  
(0) - Number of allocation records for that day and employee record.

	Mon Jul 11	Tue Jul 12	Wed Jul 13	Total	Emp. Signature	
Project:	Lone Peak Renovation	15-103: Costco Warehouse Orem	Lone Peak Renovation *(1)			
Start Time:	7:00 AM	7:00 AM	7:00 AM			
Cost Code:	09001: Drywall	09002: Painting	09001: Drywall *(1)			
Units:	12 SF	32 SF	17 SF			
Billing Code:	- + -	- + -	- + -			
Shift Level:	- + -	- + -	- + -			
Equipment:	- + -	- + -	- + -			
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> Bill Johnson	8.25 ↓ (0)	9 ↓ (0)	8 ↓ (0)	25.3	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> Clark Mitchell	8.5 ↓ (0)	9 ↓ (0)	9 ↓ (2)	26.5	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> Don Phillips	9 ↓ (0)	8.75 ↓ (0)	9 ↓ (0)	26.8	

+ ALLOCATE MGR. SIGN OFF

SAVE TIME SHEET

**Pros:** Employees can log TIME with tasks and units virtually any time (prior to batching/payroll). Time sheets can be done individually or by crew and can be "copied" from a prior time sheet for rapid entry. Actual **IN, OUT, TOTALS** are synced and processed through the WorkMax Control Center so your OT/Shift/Pay Group rules are applied automatically. Digital Time Entry is the most flexible and synonymous to hand-written time sheets or spreadsheets. Typically used for salaried employees vs. hourly employees.

**Cons:** Time/Task/Units are estimated. Only as accurate as employee(s) remember to enter their time/task/units worked.