



A powerful time management and cost recovery application which produces timesheets, fee projections and receipts of monthly income.

ProjectLog is an easy to use resource management application which records timesheets for various activities or tasks undertaken on projects. Professional fees and disbursements can be projected and monitored against the actual project cost to company. ProjectLog also tracks the receipt of monthly fee income and can also be used to monitor billable and non-billable time for an activity.

Use ProjectLog to create accurate reference data for costing and estimating resources required for future projects. ProjectLog provides a more effective way of managing the resources required to complete a project in the built environment.

Features and Benefits:

- Easy to learn, easy to use
- Produce daily, weekly or monthly timesheets for professional and administrative staff
- Fully customisable in terms of assigning activities to projects
- Monitor a task, activity or project cost to company
- Evaluate and monitor staff productivity
- Track billable and non-billable activities on projects
- Project monthly fee income and disbursements
- Monitor receipt of fee income including previous, current, to date and future billings
- Maintains a database of client, project and employee details
- Filtered reports to the users requirements
- Maintain one central database designed for network access
- Export data in a comma delimited format for use with other databases

Time Allocation

Projects are displayed with their assigned activities in the Project Explorer window. Double click the required activity and enter the number of hours allocated to the activity. Only the relevant projects to the individual user are displayed in the Project Explorer window. Calendar style selection is used for the timesheet input and reporting. A quick search facility for a requested project code is available.



Fee Projection and Receipts

Enter the monthly projection of fees and disbursements for a selected project for any predetermined financial year. Add the receipts of fee income into the relevant months.

The data relating to fees is only accessible to those who have been granted these rights.



Administrator

Record the details specific to each project, client or employee. This information is only visible to the administrator.

The administrator assigns what activities or tasks are to be allocated to the various projects as well as access rights to the different categories of users i.e. directors, professional and administrative staff etc.



Reports

Creates timesheet and fee projection reports, with the facility to filter or search for desired criteria. Reports can be customised to the users requirements.



Support & Training

Ferrer Hayim offers support as well as on-site training and workshops on request.

System Requirements

<i>Hardware:</i>	IBM Compatible Pentium I with 3.5" stiffer disk drive and EGA or higher resolution monitor
<i>Memory Required:</i>	16 Mb RAM (32 Mb preferred)
<i>Disk Space Required:</i>	20 Mb
<i>Operating System:</i>	Windows 95, Windows 98, Windows 2000, Windows NT 98 & 95

ProjectLog 2000 has been developed by Ferrer Hayim in conjunction with SupimaCAD

Ferrer Hayim is an IT specialist firm managed by professional Quantity Surveyors who develop and market software for the property and construction industries.

SupimaCAD is a registered **Autodesk** Software Developer and provides Technical Document Management Services, Development, Consulting, Support and Training to the CAD and IT industry.