



# TIMESHEET APPLICATION





## Capture time against projects / tasks

Capture time against Projects and Tasks to assess time spent by team members on a day-to-day basis



#### Estimate time for completing projects / tasks

Hourglass timesheet application allows for recording estimated time for completing projects/tasks to monitor actual versus estimates.



### Report on time spent on projects / tasks

Report on time spent to complete projects / tasks by employee and by Project for specific week / month / date-range



### Validate estimate versus actual for projects / tasks

Compare estimates vs actual time spent on projects / tasks to assess effectiveness of the team and monitor completion



#### View Dashboard

View Dashboard for visibility on projects / tasks to assess if the project / task is on target







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