



Time Collection Module

The screenshot displays three overlapping windows from the Time Collection Module software:

- 10000 - TCM Payroll Adj. Worksheet:** A table with columns for Accept, Work Date, Resource No., Resource Name, Adj. Work Type, Description, Adjustment Paycode, Paycode Description, and Adj. Time. It shows two entries for Smith, John on 01/24/09 and 01/25/09, both with an adjustment of 6.00 hours for Overtime.
- Time Card Entry:** A form for recording a time card. It includes fields for No. (RES2532), IN (2/2/2009 9:12:12 AM), Name (Trudeau, Raymond L.), OUT (2/2/2009 9:17:26 AM), and Hours (6). It also features sections for Work Order #, Setup Time, Run Time, Work Type, QTY. COMPLETE, and SEQ. COMPLETE for two different work orders.
- TC0000000569 - Time Card:** A form for viewing a time card record. It includes fields for No. (TC0000000569), Resource No. (1H2250), Resource Name (Gove, Bruce), Time Card Description (PP3 WK2), and a table of work entries. The table has columns for Work Date, Work Type, Work Type Description, and Rev. Rec. It shows entries for 01/01/08, 01/02/08, 01/03/08, and 01/04/08, with the last entry being for Production (205).

Benefits

- Eliminates manual time cards and wasteful manual data entry
- Increases accuracy of shop floor data collection with intuitive user interface and bar code scanning
- Captures data at the operation level with employee name and hours
- Provides real-time operational feedback
- Reduces time required to complete payroll validation
- Generates detailed labor and production reports
- Automatically calculates and adjusts overtime
- Allows multi-level timecard approval

The DMS Time Collection Module (TCM) is a comprehensive, integrated solution for capturing time and attendance and manufacturing costing information for both salaried and hourly employees in Dynamics NAV.

Streamline and enhance shop floor data capture and management using an intuitive user interface designed to mimic hand-written time cards. Employees can quickly record run or setup time against production orders, non-productive time, and maintenance time with a minimum of system interaction using shared shop terminals or hand-held devices.

Dramatically reduce time required for manual data entry and payroll management. Time and attendance information is entered directly by the users with simple supervisor approvals. The payroll department simply uses built-in time validation and customizable rules to verify time entries – no more manual entry or tedious time card validation is required, ensuring accurate and timely payroll processing.





TCM Features

Production Management

- Bar-coded production orders to speed shop data entry while simultaneously reducing entry errors.
- Real-time reporting to evaluate job progression and costing.
- Employee names and hours are recorded against specific operations in real-time, providing immediate feedback to supervisors and planners while maintaining a detailed production history.
- Intuitive user interface for the shop floor (emulates the look and feel of a paper time card) to speed adoption, reduce training, and reduce entry time and errors.

Time and Attendance

- Consistent user interface for office personnel to simplify tracking of non-shop time and attendance.
- Flexible organization hierarchy to allow for multi-level approvals of time.
- Pre-entry and approval of vacation and other planned time off.

Payroll Management

- Simple and efficient tools for reviewing time entries to reduce amount of time validating payroll.
- Customizable payroll rules for calculating overtime significantly reduce effort.
- Collaboration tools allow the payroll department to communicate time card issues directly to responsible personnel.
- Configurable work types, payroll codes, project types, and shift patterns adapt to all potential workforce configurations.
- Provides integration with internal or external payroll systems to eliminate manual double-entry to ensure accurate payroll processing.
- Does not require NAV payroll modules.

Management Reporting

- Full definition and reporting of organizational reporting structure that can also be used for safety program compliance (OSHA, etc.).
- Ability to capture rework and asset maintenance improves visibility into often neglected cost areas.
- Reporting for rework, overtime, and total labor hours by department provides deeper insight into labor cost and usage.