WorkTech

WorkTech Time™

Labor Reporting for MAXIMO® Asset Management

Work Technology and MRO Software have joined forces to provide a solution that increases the value of MRO Software's Strategic Asset Management Solution, MAXIMO, and the efficiency of operations and maintenance departments while reducing costs associated with time management. WorkTech Time™ helps MAXIMO users manage their largest single cost – labor – and their most important asset – people.

Maintenance and operations departments have tough timekeeping issues. General-purpose time and attendance applications just don't fit the needs of organizations that have dozens, even hundreds, of work rules that govern the rates paid union and craft employees. They need to report on shift and differential work, work on temporary upgrades and regular tasks, sometimes with hazard pay and other special rates included. Add to that the need to match time data with projects and work orders, and to charge back to other departments.

As a result, most maintenance departments use a mixture of systems, some manual, for time entry. They often have to enter the same data multiple times into the different systems that need it. So, when this time data cannot be fully computerized and validated at the point of entry, resulting errors wreak havoc with downstream processes.

WorkTech Time's work data management software tackles this problem and the results are direct cost savings, fewer errors, and information that allows facilities and operations management to increase departmental efficiency. WorkTech's work data collection system captures the important elements of work events as they occur, avoiding loss of data and precision when time entry is deferred. The product validates all relevant data and becomes a simple process that workers themselves can use to capture what happened. The flexibility of the system allows it to handle the complexities of maintenance and operations departments while it also can be deployed organization-wide to handle time entry needs of every kind.

Cost Savings Deliver Payback

WorkTech Time delivers immediate cost savings that can result in payback calculated in months. It:

- eliminates multiple entry points for time data, even writing directly to the MAXIMO database,
- validates entries as they are made,
- collects data for all workers, consolidating multiple systems,
- accelerates data entry and approvals, and
- reduces over-reported hours.

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Flexibility Lowers Cost of Ownership

Every organization, operation, and, indeed, individual has different time entry needs. WorkTech Time's inherent flexibility adjusts to:

- changing business rules,
- the most simple and complex time entry requirements,
- multiple time entry sources, such as the Internet and gate access controls,
- multiple languages that can be accommodated within the same system,
- the system can also handle time reporting for equipment such as vehicles.

Information Increases Efficiency

Strategic application of data from WorkTech Time enables:

- supervisors to use the detailed, accurate data to locate inefficiencies,
- future planning using detailed time information,
- immediate charge back to other departments, and
- real time understanding of the state of work.

WorkTech Time

WorkTech Time is a full-featured time work time management system that:

- captures all time, validating complex craft rules, while also handling managerial and clerical time entry
- integrates with MAXIMO®, HR, billing, payroll, and ERP systems, automatically populating those systems with work data.
- offers multiple ways to enter data, including Internet, badge reader, bar code scanners, kiosks, and gate controls.
- captures time per work order, project, crew, or cost center.
- allows an administrator to configure which information will be entered and how the user will view the entry screen.
- provides a rules entry module for capturing wage rates based on job types, skill levels, shifts, assignment, upgrades, differentials, and other job variations.
- accepts user profiles from HR systems, reducing data entry.
- predetermines the selections that apply to an individual, reducing data entry errors.
- enables one-click time entry.
- validates time entries against work rules and other information.
- secures data with activation code for every entry and an audit trail for every transaction.
- offers summary views for workers to see their work time, and highlights missing entries.
- speeds the approval and correction process with easy-to-read approval screens and reports. Supervisors can correct time entries and automatically notify employees.

WorkTech Time Options

Leave Time manages leave rules, enables employees to enter, change, and appeal leave requests. Supervisors can view and manage leave requests, and view staff availability by crew.

Work Time Manager allows supervisors to create and maintain work patterns, define shifts, shift patterns, and holiday schedules, then assign employees and crews based on capability.

WorkTech Time Benefits the Organization

WorkTech Time is a system that can pay for itself in months. It substantially improves the working efficiency of personnel throughout your organization while providing hard data necessary to analyze your business. By providing the same accurate data to HR, Finance, Asset Management, and Production in real time, your entire organization will work more smoothly and cooperatively.

System Requirements	
Clients	Windows 95, 98, Windows NT, 2000, XP, Windows Terminal Server, Citrix Metaframe
Browsers	Microsoft Internet Explorer 5.0+
Server	Windows Server 2000 or 2003
Databases Supported	Oracle, Microsoft SQL Server, SQL Base, Validation against any ODBC database
MAXIMO Versions Supported	4.x 5.x

For more information on how Work Technology can help you reduce costs and increase efficiency, e-mail sales@worktech.com, or phone 617-625-5888 Ext. 14
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