WorkTech

WorkTech Time

Labor Reporting for Maximo Asset Management

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.

WorkTech Time™ helps IBM Maximo users manage one of their largest costs – labor – and their most important asset – people. WorkTech's suite of labor management applications increase the value of your IBM Maximo Asset Management software.

IBM Business Partner

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 lets multiple worker populations enter their time in a single system and the results are direct cost savings and fewer errors. Facilities and operations management can use this information to increase departmental efficiency. WorkTech captures the important elements of work events as they occur, avoiding loss of data and precision when time entry is deferred. WorkTech Time validates all relevant data and supports 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. Using WorkTech Time you can:

- Consolidate multiple time entry systems into a single time and leave management system.
- Eliminate redundant data entry due to multiple entry points.
- Validate entries as they are made, reducing errors.
- Rapidly enter time for groups or other employee groups, or choose to automatically generate time entries.
- Accelerate approvals with online review at the summary or detailed transaction level.
- Reduce over-reported hours by comparing scheduled and actual work time.
- Export data to Maximo, HR, payroll, billing, financial, ERP, and CMMS systems.

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Flexibility to Match Your Business

Every organization, operation, and, individual may have different time entry needs. WorkTech Time is a highly flexible system that can:

- Accept input from multiple time entry sources, including gate controls, badge readers, bar code scanners, kiosks, or the Internet.
- Manage diverse and complex timekeeping requirements for all employee groups such as exempt and non-exempt, multiple union and or bargaining agreements.
- Capture time against projects, work orders, crews, grants, or cost centers.
- Accommodate multiple languages within the same system.
- Handle time reporting for equipment such as vehicles.
- Integrate with external systems such as Maximo Mobile or DataSplice.
- Be configured to meet the needs of your business.

Data Validation

WorkTech Time improves the accuracy of your timekeeping data by validating every entry. WorkTech Time:

- Validates entries as they are made, preventing users from saving incorrect data.
- Validates against work rules, complex craft rules, including union contracts, and other information.
- Accepts user profiles from HR systems, keeping the two systems in sync.
- Provides a rules-entry module for capturing wage rates based on job type, skill level, shift, assignment, upgrade, differential, and other job variations.
- Lets supervisors correct time entries and automatically notify employees.
- Speeds the approval and correction process with easy-to-read approval screens and reports. Supervisors can correct time entries and automatically notify employees.
- Enables more accurate planning, based on detailed, validated data
- Improves regulatory compliance and reduces legal risk by capturing and classifying each cost transaction.

WorkTech Time Options

Leave Time lets employees enter, change, view, and appeal leave requests. Supervisors can view staff availability, view and manage leave requests.

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 Messenger provides event based or scheduled notifications based on criteria that you define.

System Requirements – Web Applications	
Operating System	Windows 2000, XP, Vista Windows Terminal Server Citrix Metaframe
Databases	Oracle, 8, 9i, 10g, Microsoft SQL Server 2000 Supports Validation against any ODBC database
Browsers	Microsoft Internet Explorer 6.0+
Maximo	Version 4, 5, and 6
Additional Requirements	Microsoft Internet Information Services (IIS) version 6.0 or greater .NET framework, version 2.0 Sun Java Runtime v 1.5

System Requirements – Client/Server Apps	
Databases	Oracle, 8, 9i, 10g, Microsoft SQL Server 2000, Supports Validation against any ODBC database
Clients	Windows 2000, XP, Vista Windows Terminal Server Citrix Metaframe
Server	Windows Server 2000 or 2003
Maximo	Version 4, 5, and 6

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