



# B1 PRODUCTIVITY PACKAGE

New modules available from version 5.0

## B1 Time Task

B1 Time is, quite simply, a Time Registering module. Users can create "tasks" and assign one or more employees to register time against these tasks. Based on the time registered, customers can then be invoiced in one run.

**Task**

Task id	11	Start date	01/06/2010
Name	New IT infrastructure	End date	09/30/2010
Description	New IT infrastructure	Profit center	
Connection type	Business Partner	Project	
Connection	C20000	Item	99996
Budget hours	55.000	Task type	Consultant hours
Allocated hours	50.000	Billing type	Fixed price
Invoicing format	Summarized		

Internal remark: \_\_\_\_\_  
External remark: New IT infrastructure

**Employees**

Emp Id	Name	Hours
1	Jayson Butler	25.000
3	Sophie Klogg	10.000
2	Bill Levine	15.000

When a task has been created and assigned to the specific employee(s), the time spent on the task can be registered. This is easily achieved using a worksheet which displays tasks relevant to each user when they are logged in to SAP.

An approval procedure is built into the solution to ensure that only approved registrations are invoiced.

**Worksheet (week)**

Date selection: **Week 7**

Time Registration

Customer: C20000 Norm Thompson  
Task: 1 Support  
Date: 02/16/2011  
Hours: 3.000  
Hours to be invoiced: 3.000

External remark: Questions related to new functionality  
Internal remark: Need more training

Customer...	Customer	Task	Hours	Mon 02/14	Tue 02/15	Wed 02/16	Thu 02/17	Fri 02/18	Sat 02/19	Sun 02/20	
C20000	Norm Thompson	Support	0.00	2.00	0.00	0.00	0.00	0.00	0.00	0.00	
C23900	Parameter Technology	Support	0.00	3.00	0.00	0.00	0.00	0.00	0.00	0.00	
C60000	SG Electronics	Consultant	40.00	3.00	7.50	0.00	0.00	0.00	0.00	0.00	
Total				8.00	7.50	0.00	0.00	0.00	0.00	0.00	15.50
Standard time				8.00	7.50	7.50	7.50	6.50	0.00	0.00	37.00
Difference				0.00	0.00	-7.50	-7.50	-6.50	0.00	0.00	-21.50

Buttons: Revert, Approve, Approve, Approve, Approve, Approve, Approve, Approve

Buttons: OK, Cancel, Revert all approvals, Update, Approve week

A single click on the relevant task is all that it takes for the user to open the time registration form where time can be entered and relevant text for internal- or external remarks can be entered.

**Time Registration**

Customer: C50000 ADA Technologies  
Task: 6 Support  
Date: 07/09/2010  
Hours: 0.000

External remark: \_\_\_\_\_  
Internal remark: \_\_\_\_\_

Buttons: Update, Cancel

The billing procedure makes invoicing customers quicker and easier than ever before. When running the billing wizard within a specified date range, users are provided with a full overview of future invoices.

Combined with the B1 Print & Delivery module all invoices can be automatically send to the customers by email.

**Billing Wizard**

From: 07/01/2010 To: 07/31/2010

Customer:  All customers  Specific customer \_\_\_\_\_ Search

Employee:  All employees  Specific employee \_\_\_\_\_

**Invoices**

Invoice	BP CardCode	Customer	Total
<input checked="" type="checkbox"/>	C20000	Norm Thompson	2,231.25
<input checked="" type="checkbox"/>	C42000	Mashina Corporation	1,562.50
<input checked="" type="checkbox"/>	C60000	SG Electronics	1,950.00
<input checked="" type="checkbox"/>	C99998	Web Customer	962.50
<input checked="" type="checkbox"/>	C70000	Aquent Systems	962.50

**Invoice lines**

Task	Item	Price	Hours	Total	Remarks
<input checked="" type="checkbox"/>	Support	125.00	5.00	625.00	New driver installation
<input checked="" type="checkbox"/>	Support	125.00	7.50	937.50	Printer definition

Buttons: Create Invoices, Cancel

