Sage TimeSheet

v9.85
Release Guide

sage

As you read through this Release Guide, we hope you will be excited by the many new enhancements available in Sage TimeSheet v9.85.

You may be wondering how you can get access to all of these new features. Great news! Customers on a current Sage Businesss Care Plan at the time of shipping will be sent the software upgrade automatically! It's just one of the many benefits of being a Sage Business Care member. In addition, your Sage Business Care plan offers you the following valuable resources:

• Unlimited toll-free customer telephone support, along with technical support by fax and e-mail.

• Access to SupportPlus Online, our online Web support center, which offers discussion forums, a self-service knowledgebase, the latest file downloads, and more.

• For Sage Business Care Gold Plan subscribers, priority access to telephone support with a two-hour callback guarantee around-the-clock access to technical support 24/7, and priority shipment of major software upgrades, along with a 5% discount on Sage training and consulting services.

If your Sage Business Care plan has lapsed, you don't have to miss out on the exciting new features in Sage TimeSheet v9.85 or the world-class support provided by the Sage technical support analysts. Simply contact your Sage Business Partner, give us a call at **866-302-5090**, or send an e-mail to: **sales.timesheet@sage.com** today for more information or to check on the status of your plan.

Now read on to learn about all the exciting enhancements available in Sage TimeSheet v9.85!

Enhanced Usability

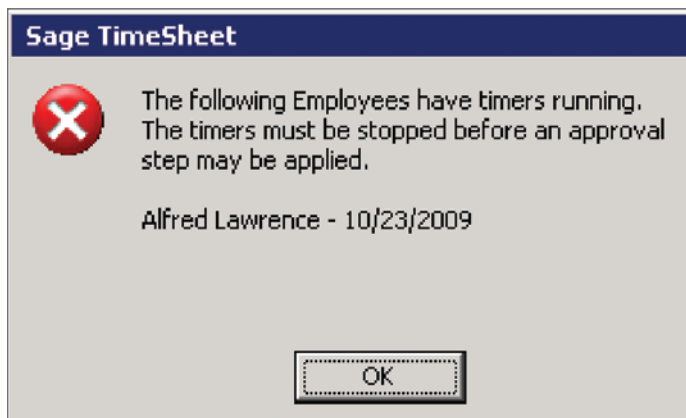## Simplify and speed up the manager approval process

It's easier than ever to sort columns in the group manager window in Sage TimeSheet v9.85. Managers can now sort columns to quickly see all submitted sheets, making the approval process even smoother. In addition, an improved group approval dialog box helps clearly identify which entries have already been viewed, so managers can easily see each employee's timesheets without losing track of where they left off on their list.

Easily determine which timesheets are still due

Now it is easier than ever to determine which timesheets have not been turned in. The approval tracking report has been modified in v9.85 to include timesheets that do not have time submitted for an employee, so managers can see at a glance all timesheets and their status in the approval process.

Prevent users from approving time if timers are still running

TimeSheet will now prevent users from submitting or approving time if a timer is accidentally left running. You can easily identify when employees have left their timers running by a message box that will identify the employee with the timer. Not only will this serve as a deterrent for employees who forget to turn off timers, but you can also prevent inaccurate billing by using this new feature as an alert.

Simplify Web client tasks

The Web client features additional new updates in v9.85. Save time when selecting members within the "select component name" dialog box by double-clicking the desired component name. No longer will you need to select the name and then click OK. In addition, the dialog boxes' abbreviation fields are now easily viewable in the Web client (which will be especially helpful if you use TimeSheet Web client with the Sage Timeslips product in order to see the "Nickname 2" information).

Match your Web interface with your product

Sage TimeSheet v9.8 introduced new color schemes, and now you can match your Web client with your Windows client. The Web interface has been modified to use the new color schemes, so your two views will be consistent.

Rely on full compatibility with updated systems

Sage TimeSheet 9.85 keeps you in compliance with all of the latest operating systems and accessories. The latest version offers full support of the following:

- Oracle 11g
- Microsoft® Internet Explorer® 8
- Windows® 7
- VMWare
- 64-bit operating systems
- Sun Java 1.6 v12-v15

In addition, installations are now easier than ever on Windows 2008. Sage TimeSheet 9.85 allows for the ability to create the virtual directory for IIS version 7 automatically.

Several enhancements have been made to improve the product integration processes in Sage TimeSheet 9.85.

Improved Integration

Several enhancements have been made to improve the product integration processes in Sage TimeSheet 9.85. Whether you are integrating with multiple Sage products or integrating with other third-party applications, Sage TimeSheet can now easily handle duplicate names across companies, whether for the same employees, customers, jobs, or more. For example, when you need to send information to both Sage Abra Payroll and Sage MAS 90/Sage MAS 200 or Sage MAS 500, Sage TimeSheet can now easily handle this data transfer. Sage TimeSheet can now distinguish which employees and projects came from each integration and update the appropriate systems, making the transfer of data to multiple places a breeze.

Review the following sections to see all of the integration upgrades for individual products:

Sage MAS 500 ERP integration

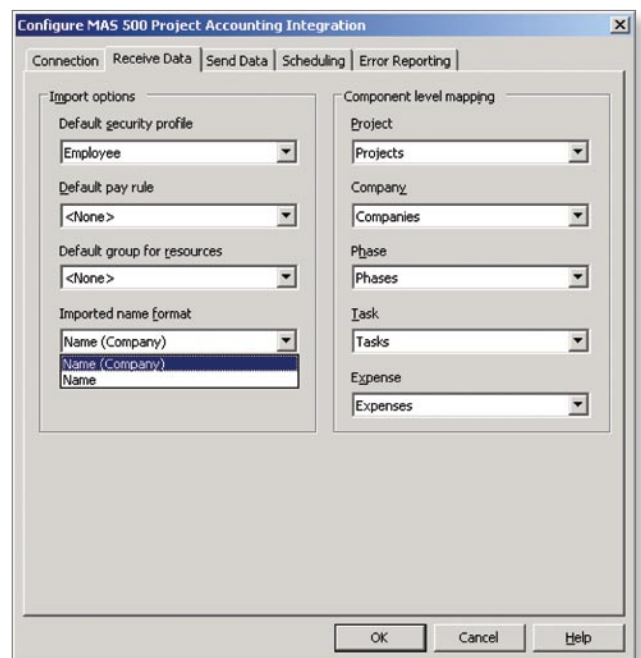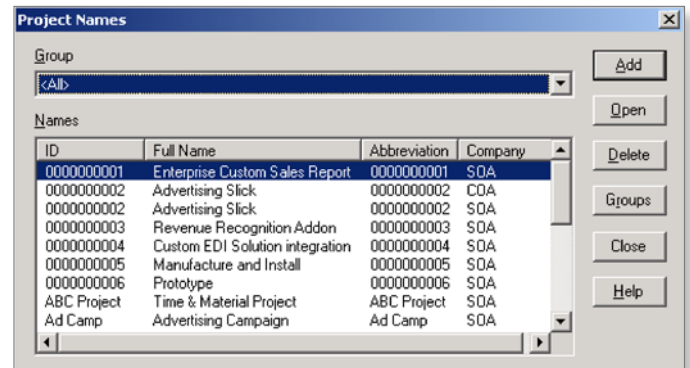**Disable the company code from appearing on all components**
Remove the clutter on your screen with a new option to no longer display the company code at the beginning of all components within TimeSheet. New in Sage TimeSheet 9.85, you can easily configure Sage MAS 500 to disable the company code from appearing on all components.

Easily assign resources using the new project roster
Make the assignment of resources a breeze by using the project roster within Sage MAS 500. Sage TimeSheet can now automatically create tasks for all resources on the project roster, eliminating the need to create an estimate line for each resource for each task and phase combination.

Simplify data sharing transactions with improved transfer options
Scheduling options have been improved in Sage TimeSheet 9.85. Now you can transfer data between Sage TimeSheet and Sage MAS 500 more easily than ever before. A new schedule option allows you to set the data to transfer at whatever time interval you prefer. In addition, you can now resend transactions to Sage MAS 500 if needed. A new configuration option provides the ability to send prorated hours into the billed hours or hours worked fields within Sage MAS 500, allowing more control of how the data should be sent into Sage MAS 500.

Improve accuracy in task selection

You can now create task rules on any tasks created within TimeSheet, making it easier to ensure employees can select only the applicable tasks. Any projects, phases, or tasks received from Sage MAS 500 will still use the task dependencies that came from Sage MAS 500. In addition, task date changes will be updated automatically in Sage TimeSheet, eliminating the need for duplicate entry and its associated risk for errors.

Increase familiarity through customized descriptions

New in Sage TimeSheet 9.85, now you can modify labels at the component level based on your own terminology. This increased level of customization eliminates the need to translate to a generic label, simplifying processes and saving time.

Configure new installations more easily than ever before

The configuration screen in Sage TimeSheet 9.85 has been divided into multiple tabs, making it easier than ever to configure the system on new installations or make changes to existing ones.

Protect data from errors

Keep your system running smoothly, even in the event of a system error. The logging process has been improved in Sage TimeSheet 9.85, making it easier than ever before to link information back to Sage MAS in the event of an error.

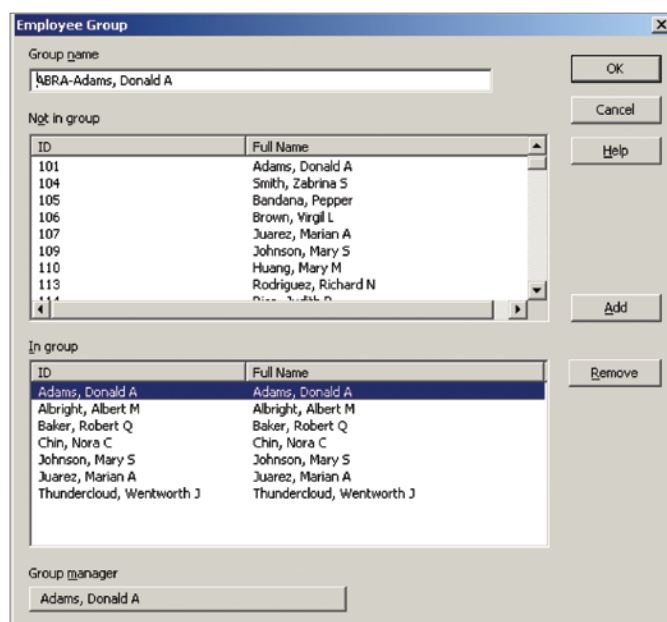## Sage MAS 90/200 ERP integration

Improve validation accuracy on cost codes

Ensure your data is accurate before attempting to post it in Sage MAS 90 or 200. When the job costing module is enabled within Sage MAS 90 or 200, the cost code type is now required before data can be sent to Sage MAS 90 or 200.

Sage Abra HRMS integration

Eliminate extra configuration when new employees are added to the system

You no longer need to assign group managers to new employees. New in Sage TimeSheet 9.85, the supervisor from Sage Abra Suite will now be automatically assigned as the group manager in Sage TimeSheet, thereby saving time and eliminating additional configuration to your system.

Improved pay rate calculations

You no longer have to be concerned on when an employee's pay rate will take effect. Sage TimeSheet now looks at the effective date in Sage Abra Suite to determine which rate should be applied, ensuring your employees are paid accurately, even when the pay rate is changed in the middle of the pay period.

Increased security and ease in using Abra Workforce Connections

Sage TimeSheet is now able to use the single sign-on feature in Abra Workforce Connections (Abra ESS or Abra Benefits Enrollment), even if a port other than 80 is used. It is also more secure by respecting SSL.

Get Connected! Visit the Sage TimeSheet online community today to ask questions of and share product experiences, tips, tricks, and suggestions with colleagues as well as industry and product experts.

Community.SageTimeSheet.com

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Sage North America is part of The Sage Group plc, a leading global supplier of business management software and services. At Sage, we live and breathe business every day. We are passionate about helping our customers achieve their ambitions. Our range of business software and services is continually evolving as we innovate to answer our customers' needs. Our solutions support accounting, operations, customer relationship management, human resources, time tracking, merchant services, and the specialized needs of the construction, distribution, healthcare, manufacturing, nonprofit, and real estate industries. Sage North America employs more than 4,100 people and supports nearly 2.9 million small and medium-size business customers. The Sage Group plc, formed in 1981, was floated on the London Stock Exchange in 1989 and now employs 14,500 people and supports 5.8 million customers worldwide. For more information, please visit the Web site at **www.sagenorthamerica.com** or call **866-308-2378**.

Sage | 888 Executive Center Dr. West, Suite 100 | St. Petersburg, FL 33702 | 800-477-6763

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