

## Time Scheduling Module



Job Scheduler makes it easy to plan work for an employee, department or customized group. Using simply mastered tools, you can quickly build multiple schedules, rotate shifts and use templates to forecast overtime allocation. Scheduling headaches become history.

### Scheduling Made Simple

- Each employee is assigned a schedule group and schedule number for easy tracking
- Managers can schedule only those employees within their designated schedule groups
- Times can be entered using 'time bands', selected from a drop-down list of commonly used schedule times
- Schedules can be displayed by total hours or total estimated gross wages
- The schedule report displays an attractive and easily read summary

### Time Costing Integration

- Job Scheduling fully integrates Time Costing with Time Scheduling (TSM) in two major levels:
- Firstly, the list of jobs will be retrieved from TimeCosting.
- Second, the valid jobs ("Employee Valid Jobs") will be used in both sub-systems.

### Flexible Functionality

- Schedule jobs dynamically using the enhanced daily browser for T&A scheduling, on a daily basis or on a weekly basis. If your employees have a scheduled job with a recurring pattern, simply pre-set it and let our system work for you.
- Enables validating the scheduled jobs vs. a pre-defined list of jobs per employee with an option of manual override.
- Pay to schedule capability
- Time Schedule Wall Report, ability to post the schedule 2 weeks, 4 weeks or 6 weeks in advanced.