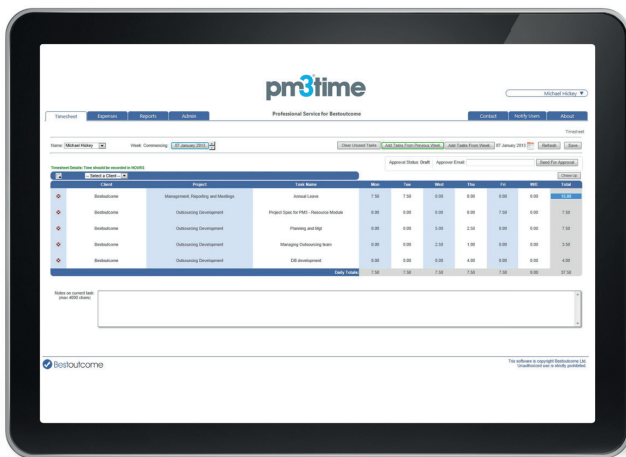## " The bad news is time flies. The good news is you're the pilot."

MICHAEL ALTSHULER

PM3time is a professional cloud-based time, cost and expense management system for projects, that provides clear, integrated and 'real time' visibility of how your employees and contractors are spending their time and your money.

Track time, costs & expenses for tasks & projects

Raise invoices & automate approvals

From simple timesheet approval to contractor cost management and billing, PM3time helps you manage employee and contractor time and costs across the organisation.

PM3time Benefits

For employees and contractors

- ✔ Easy to enter time spent on projects & tasks
- ✔ No more lost timesheets
- ✔ Pre-populated activity codes
- ✔ Faster entry of expenses

For project and programme managers

- ✔ Approvals via e-mail
- ✔ Easy to see who hasn't completed their timesheets
- ✔ Eliminate booking to wrong codes
- ✔ Reduced administration effort

For senior management

- ✔ Single, up-to-date view of effort, costs & utilisation
- ✔ Improved view of contractor usage & costs
- ✔ Improved control over time booked
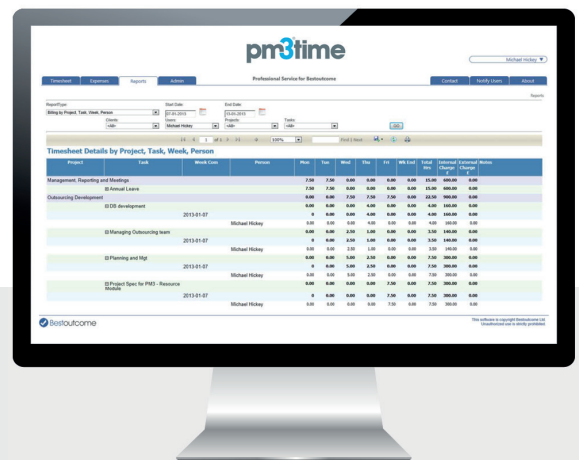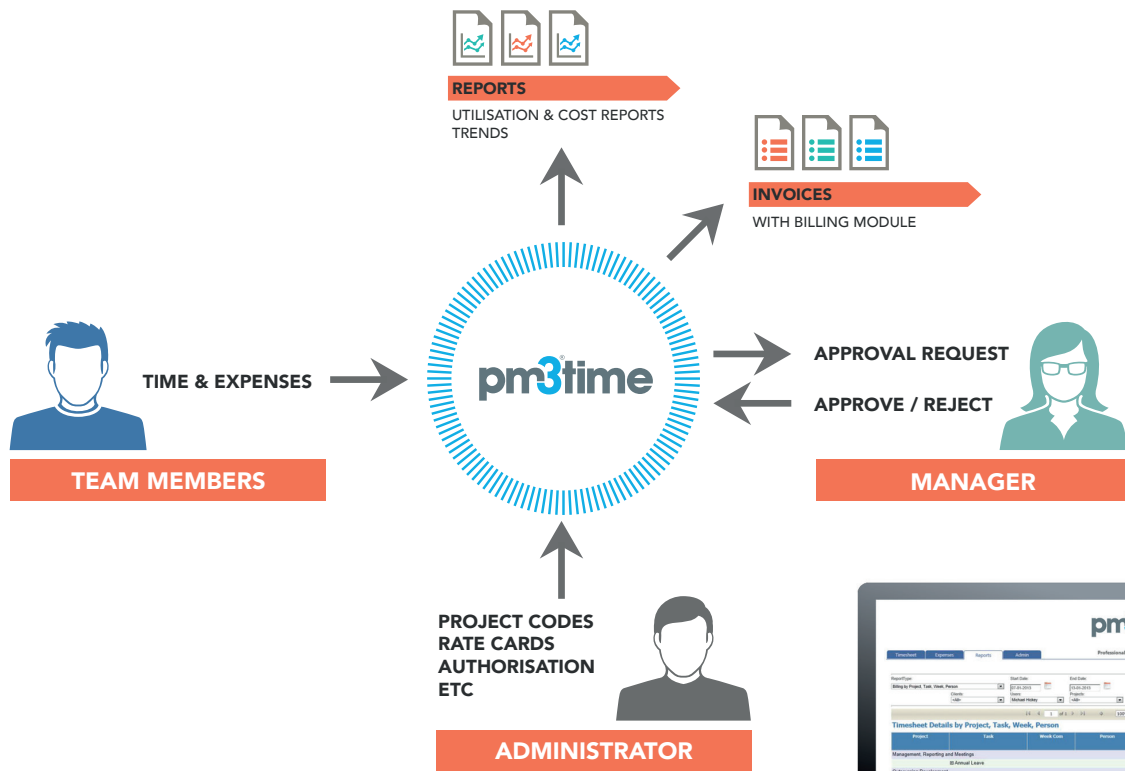- ✔ Trends available on multiple projects

For finance and procurement

- ✔ Rate cards centrally managed
- ✔ Invoices generated directly from timesheet data
- ✔ Self-billing option
- ✔ Eliminate sign-off fraud

Approval Workflow

Timesheets often need to be approved by a line manager. PM3time has a workflow engine that automates the approval process and allows the line manager to either accept a timesheet or to decline it, giving a reason. The automated workflow saves time and keeps an electronic record of approved timesheets.

REPORTS
UTILISATION & COST REPORTS
TRENDS

INVOICES
WITH BILLING MODULE

TIME & EXPENSES

APPROVAL REQUEST

APPROVE / REJECT

TEAM MEMBERS

MANAGER

**PROJECT CODES
RATE CARDS
AUTHORISATION
ETC**

ADMINISTRATOR

Reports

The PM3time reporting engine can print out utilisation, cost or billing reports for each customer, project or organisation.

Four reasons to use PM3time

- ✓ Easy to implement – in less than 10 minutes
- ✓ User-friendly time and expenses recording
- ✓ Simple 'inbox' and mobile-friendly timesheet approvals
- ✓ Increased accuracy of time and costs

To find out how PM3 could benefit your organisation, please contact Bestoutcome on info@bestoutcome.com or call us on 01753 885864.

Part of PM3, Bestoutcome's complete PPM solutions platform