



Manage Microsoft® Dynamics™ AX Timesheets with Microsoft Outlook™ 2007

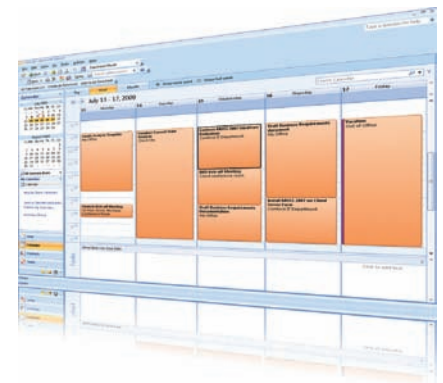
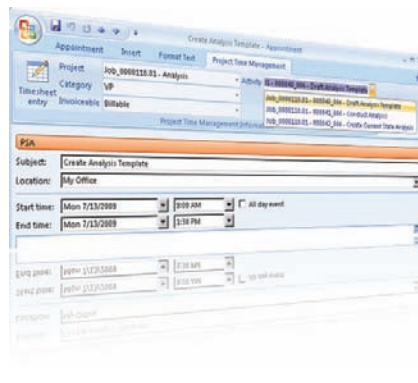
As a professional services company the accurate collection of time is critical to business success. However, accessing and updating timesheets within a back-end system can be a painful and arduous experience, often resulting in errors and consuming valuable time that is better spent on billable work. To alleviate this problem, CGS has created a way to make timesheet management faster, easier, and more accurate.

BENEFITS

- **Manage Dynamics AX timesheets in the comfort of Outlook.** Complete, submit and manage Dynamics AX timesheets without ever leaving the comfort of your Outlook calendar.
- **Complete Dynamics AX timesheets offline.** Give your mobile employees the ability to complete their timesheets while away from the office.
- **Eliminate reporting errors and accelerate billings.** TimeAX submits timesheets directly into the Dynamics AX Project Time engine and conforms to your established business rules.
- **Embed project information into your Outlook appointments.** Eliminate reporting time to the wrong project by embedding project, activity, category and invoiceable information into your Outlook appointments.
- **Import Outlook appointments directly into your timesheet.** No more manual re-keying Outlook appointments into web or Excel timesheets. Outlook appointments can be added to Dynamics AX timesheets with one-click ease.

Save Time and Minimize Errors

TimeAX links Outlook appointments with Microsoft Dynamics AX project and activity codes, automatically updating data and tracking any changes. For Professional Services companies, this saves valuable time and minimizes costly errors when correlating tasks and tracking time allocation across multiple projects. Instead of flipping between the Outlook calendar and the timesheets in Microsoft Dynamics AX to compare and record activities, TimeAX joins the two applications together, greatly improving accuracy and efficiency.



Because timesheets are submitted through the Microsoft Dynamics AX approval process, company policies can be applied and internal approval routing procedures can be followed. By bringing timesheet management functionality into Microsoft Outlook 2007, your people have fast, easy access to the most critical administrative function in the application they use most often. The end result is that your employees will spend less time on timesheets and more time being productive and generating results.

Microsoft®
GOLD CERTIFIED
Partner

BREAKTHROUGH
PERFORMANCE THROUGH TECHNOLOGY

Integrate Outlook with Your Back Office Applications

TimeAX brings new functionality and enhanced user experience that integrates Microsoft Outlook 2007 and Microsoft Dynamics AX. Using TimeAX, your employees can manage calendar data as part of a business process, then leverage that data in your enterprise ERP, all from within the comfort of Microsoft Outlook.



FEATURES

One-click transfer of Outlook appointment to Dynamics AX timesheets

- Embed Dynamics AX project, activity and category and invoiceable properties into Outlook appointments.
- Quickly add Outlook appointments to Dynamics AX timesheets without ever leaving your Outlook calendar.

Offline timesheet management

- Complete timesheets while on- or off-line.
- Create timesheets while on the road and synchronize when you re-connect to your office.

Visual cues

- Calendar items that have been added to timesheets are color-coded, allowing you to quickly identify activities that may still need to be transferred.

Push or pull calendar items into Dynamics AX timesheets

- Add Outlook calendar items to Dynamics AX timesheets one-at-a-time or select multiple items at once.
- Load all Outlook calendar items within a timesheet's defined reporting period.

Internal and external notation

- Annotate individual timesheet elements, including internal and external notes to provide details of daily activity.

Secure

- Users only see projects to which they are assigned.
- timesheets are submitted to the Dynamics AX native workflow engine.



World Headquarters
 Three World Financial Center
 New York, NY 10281-1017
 Phone: +1-212-408-3800
 US Toll Free: +1-800-CGS-0684
www.cgsinc.com

For twenty-five years, CGS has enabled global enterprises, regional companies and government agencies to drive groundbreaking business performance through technology. With global delivery capabilities, expertise across leading platforms and deep experience in multiple industries, CGS has become the IT partner of choice for thousands of organizations worldwide. CGS delivers a wide array of proprietary and third-party business applications, including ERP, CRM, PLM, BI and supply chain management; technology and business services, including systems integration, applications development, training and staffing; outsourced solutions, including customer service, technical helpdesk and BPO; and learning & communications platforms, such as LMS, virtual events and mobility. CGS is headquartered in New York City and maintains a worldwide presence with 20 offices in North America, Europe and Asia. For more information please visit www.cgsinc.com.

© 2009 Computer Generated Solutions, Inc. All Rights Reserved. Reproduction in whole or in part in any form or medium without express written permission is prohibited. Computer Generated Solutions is a registered trademark of Computer Generated Solutions, Inc. All trademarks contained herein are the property of their respective owners. CGS believes that the information in this publication is accurate as of its publication date; such information is subject to change without notice.