



AMS REALTIME Solo

Outstanding time and expense recording

AMS REALTIME Solo is an easy to use, client-server based solution that provides time and expenses recording features for the staff in your organization.

The actual hours and estimate-to-complete (ETC) changes made by staff working on projects can be used to update the status of projects planned and scheduled in AMS REALTIME Projects or Microsoft Project®.

Staff can also use AMS REALTIME Solo to record time against user-defined operational or non-project categories. If you want to book time over the web, you can use AMS REALTIME Web Solo. AMS REALTIME Solo and Web Solo are integrated with the AMS REALTIME Enterprise Server.

The actual hours and estimate to complete changes made by project staff are used to update the progress on project plans. Project managers update their project plans (using AMS REALTIME Projects or Microsoft Project®) from the timesheet data entered, deal with the impact of this data and then recommit the updated plan to the central repository. This cycle ensures that resource managers (via AMS REALTIME Resources) have an up to date picture of resource availability, and that project plans are dynamic and useful.

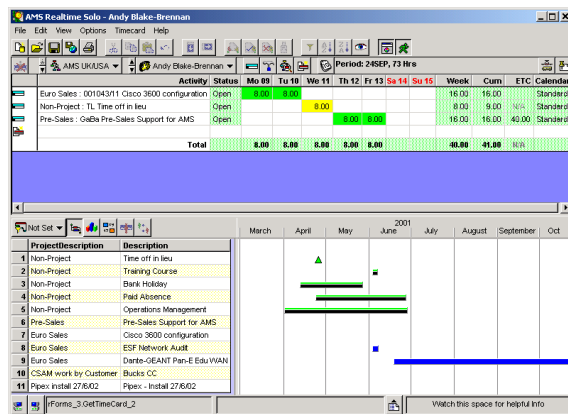
AMS REALTIME Solo is a personal productivity tool that provides individuals with the ability to communicate the status of work, including new estimates to complete, notes about their work and expenses. It provides individuals with a clear view of all their assigned tasks, across multiple projects. It also allows users to report on non-project or standard organisational tasks in addition to the assigned work.

A look at some of the detail...

A person's list of assigned tasks can be created or updated from work planned in project management systems (such as AMS REALTIME Project or Microsoft Project®) or input manually via AMS REALTIME Resources. AMS REALTIME Solo and Web Solo provides individuals with the ability to enter time worked against tasks directly into their timecard, indicating remaining work and providing the basis for accurate projections. Individuals can also book time against operational or non-project work. Completed timecards may be submitted for management review and

approval, where entries can be accepted, modified or rejected. Data can be exported to other applications, such as payroll and billing. This data also is also directly accessible by ODBC-enabled products.

Notes can be applied to time entries. You can have many fields and field types available in the notes section. For example, there could be a comment field so the person booking time can also make a comment as to the outcome or the reason why they are increasing the estimate-to-complete. Notes fields are a useful aid to communication and analysis of time entries.



Expenses can also be recorded against time entries. Since a time recording entry is for an employee working on an activity on a project for a customer, once the expenses entries are stored, you have all the data you need to charge the customer and to pay the employee.



Features

Platforms

- PC (Microsoft Windows XP, 2000, NT4, 98)
- Apple Macintosh (PowerPC)
- UNIX (X-Windows, Motif) Sun Solaris or SunOS HP UX IBM RS/6000
- Linux (Redhat)
- Simultaneous multi-platform client/server access

Network environment

- Client/server or standalone environment
- Communication: TCP/IP

Time entry

- Select assigned tasks from pop-up
- Enter time by a percentage of effort, daily hours or weekly total
- Calculate daily hours from a weekly total
- Update the Estimate-to-Complete (ETC) to communicate changes
- Graphic task list instantly displays workload
- New Activity button provides for unscheduled task entry (optional)
- Drill-down to record unplanned work
- Graphical calendar and clock
- Management time review and override editing

Report

- Graphical view of all work carried out and all work planned for the individual

Database

- Configured to match with your business requirements

Planning

- Graphic employee task list display

Security

- Controlled by an administrator
- Access level controls by dataset:
 - No access
 - Read only
 - Read/write
 - Full access ('create/delete')
- Filters and Views can be enforced to enable additional control over specific fields and records
- Users can be restricted to view only their data

Data integration with AMS REALTIME Projects and Microsoft Project

- Plans from AMS REALTIME Projects and Microsoft Project can be uploaded into the

AMS REALTIME Enterprise Server and accessed via AMS REALTIME Resources.

- Actual hours from AMS REALTIME Solo and Web Solo can update Earned Value calculations in AMS REALTIME Projects and progress in Microsoft Project
- Progress can be calculated from each employee's Actual hours and Estimate-to-Complete
- Direct interface communicates plan changes between AMS REALTIME Projects / Microsoft Project and AMS REALTIME Solo
- ASCII text files import and export
- ODBC provides access to AMS REALTIME Solo data by ODBC clients

System Requirements

Windows:

Hardware

Computer with Pentium 133-megahertz (MHz) or higher processor

Operating System:

Windows 98, Windows 98 Second Edition, Microsoft Windows NT version 4.0 with Service Pack 6 (SP6) or later, Windows 2000 Professional, or Windows XP Professional, TCP/IP

RAM requirements depend on the operating system used

- Windows 98, or Windows 98 Second Edition 24 MB of RAM plus an additional 32 MB of RAM for AMS REALTIME Resources
- Windows NT 4.0 (SP6) 32 MB of RAM plus an additional 32 MB of RAM for AMS REALTIME Resources
- Windows 2000 Professional 64 MB of RAM plus an additional 32 MB of RAM for AMS REALTIME Resources
- Windows XP Professional 128 MB of RAM plus an additional 32 MB of RAM for AMS REALTIME Resources

Apple Macintosh

Hardware

PowerPC processor

RAM requirements

64 MB of RAM plus an additional 32 MB of RAM for AMS REALTIME Resources

Software

Mac OS software version 8.6, 9.0.4, 9.1, or Mac OS X (*supported in classic mode), TCP/IP

UNIX

Hardware

Any standard UNIX machine.

RAM requirements:

64 MB of RAM plus an additional 32 MB of RAM for AMS REALTIME Resources

Software

X Windows/Motif, Sun Solaris or SunOS, HP UX version 8 or later, IBM RS 6000 AIX 3.2 or later, TCP/IP.

Linux

Hardware

X86 compatible processor

RAM requirements:

64 MB of RAM plus an additional 32 MB of RAM for AMS REALTIME Resources

Software

X Windows/Motif, Redhat, TCP/IP.

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