

## Solomon Supplemental Series



### Bar Code Labor Data Collection for Project Users

The Bar Code Labor Data Collection module enables you to automatically collect employee labor hours by job, and task. The module feeds these hours to the Time and Expense module of Solomon Project Series.

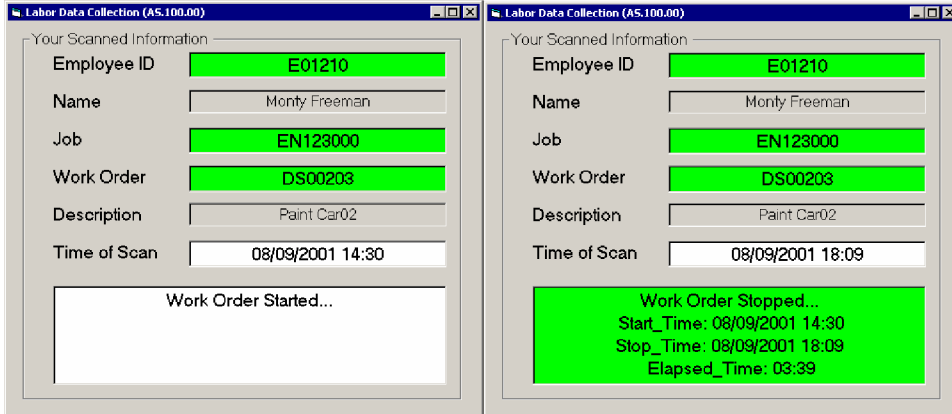
The Bar Code Labor Data Collection module facilitates the labor time collection by providing real-time editing of employee, job and task to ensure that each scan is valid. The Interface will start the timer when the employee first scans into work order and stops the timer when the employee scans his name again.

The Labor Capture Interface module provides a day end closing process to upload all open transactions to the Time and Expense module in Solomon Project Series in batches for later review, approval, and possible correction. This may be manually invoked by a supervisor or alternatively, may be automated and scheduled to run at a specific time every day

Use the existing reports to review the Bar Code Labor Data Collection results

- a. Time Card Report: Use the Timecard Report to see a printout of a timecard's details or to provide a hard copy of a timecard for signature approval. The report sorts on home company, employee name, and week-ending date.
- b. Labor Expense Posting Report: Use the Labor Expense Posting Report to see a detailed breakdown of labor costs by charged company.
- c. Labor Distribution by Charged or Home Subaccount: The Labor Distribution by Charged Subaccount report shows, by the company and subaccount charged on employee timecards, the General Ledger distribution of labor charges for the specified fiscal period.
- d. Employee Utilization: The Employee Utilization report shows a breakdown of hours worked by four different user-specified categories.
- e. Employee Report: The Employee Report displays information from the Employee Master table used in printing employee batches.

# Bar Code Labor Data Collection



Labor Time is captured when employees clock in (left) and scan a project and work order. They clock out by scanning their employee badge a second time (right).

## Features and Benefits

The Bar Code Labor Data Collection module provides the following features and benefits:

- Saves data entry time since bar code reader allows hands-free, real time capture of employee time
- Provides an accurate overtime calculation based on real hours charged
- Eliminates key entry errors of time posting to incorrect work orders
- Provides for easy operation by all shop floor workers since only an employee badge and shop paperwork are needed
- Saves money on hardware since bar code workstations can run on old PCs (486 Win 95 and above) and are not counted as Solomon users
- Saves time by allowing supervisors to review posted time transactions on line

Supported Solomon Versions  
*Solomon for BackOffice 5.0 or greater*  
Required Solomon modules: *Time and Expense for Projects, Project Controller, Customization Manager.*

**Microsoft**  
**GOLD CERTIFIED**  
Partner

1801 E Parkcourt Place  
Suite E-204  
Santa Ana, CA 92701  
(714) 662 - 1111  
dpotter@newportconsulting.com  
<http://www.newportconsulting.com>

DISCLAIMER:  
Microsoft Business Solutions does not test Independently Developed Products. Microsoft Business Solutions also does not guarantee compatibility between these products. The individual product publishers have provided this information. Please contact your reseller for more detailed information regarding pricing, availability, version support, installed base, and references. Microsoft Business Solutions provides this information to allow you to more easily locate products that provide a particular feature. It is not to be considered a guarantee nor warranty, expressed or implied, including any implied warranty or merchantability or fitness for a particular use.

**NEWPORT**  
**CONSULTING GROUP**