

# Beyond Management

Computer and Management Consulting

June 20, 2009

## Timeslips 2010 New Feature Examples

Later in this document is included a listing of all the new features in Timeslips 2010. The purpose of this section is to display applied examples of two of these new features.

### Calculated Fields

This feature provides the ability to add fields onto a report that are not included in the program. An example might be an average rate. When using Timeslips's custom report designer, there is no existing field available for average rate. But it can be created by calculating the dollar value divided by the number of hours. This is called a calculated field.

The Realization report example below shows the use of the Calculated Field, and is represented by the last column called the Billing Realization Percent.

6/20/2009 12:50 PM

Grate, White & Blue LLP  
Realization - Billing

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Totals for	Hours	Original Value	Increase or (Decrease)	Billed Value	Billing Realization %
<u>User: Atty 1</u>					
October 2000	71.20	\$9,295.99	(\$696.00)	\$8,599.99	92.51%
November 2000	120.00	\$21,037.70	(\$491.00)	\$20,546.70	97.67%
December 2000	107.30	\$24,727.95	(\$801.00)	\$23,926.95	96.76%
	298.50	\$55,061.64	(\$1,988.00)	\$53,073.64	96.39%
<u>User: Atty 2</u>					
October 2000	105.10	\$10,472.50	(\$1,015.42)	\$9,457.08	90.30%
November 2000	119.90	\$12,756.50	(\$1,493.28)	\$11,263.22	88.29%
December 2000	107.90	\$12,212.00	(\$879.70)	\$11,332.30	92.80%
	332.90	\$35,441.00	(\$3,388.40)	\$32,052.60	90.44%
Grand Total	631.40	\$90,502.64	(\$5,376.40)	\$85,126.24	94.06%

This column is created using the new Calculated Field feature in Timeslips 2010



# Timeslips

2010

## Timeslips by Sage 2010: Better Than Ever at Turning Time into Money

An industry-leading time and billing solution, Timeslips by Sage 2010 enables professional service-based businesses to manage every aspect of the time and billing cycle efficiently. Easy to learn and use, Timeslips captures time quickly and accurately, leading to greater productivity and increased revenue. Timeslips offers simple bill creation and seamless payment tracking, and it integrates with popular accounting software packages, and key practice management solutions, as well as productivity tools such as Microsoft® Outlook® and Excel®. The reports in Timeslips present critical information that promotes better understanding of your business. And with improved reporting and billing features, Timeslips 2010 is better than ever at turning time into money.

### NEW! Client Default Rates Report

See the default billing rate level for each client. This useful resource for billing staff can help ensure Clients and Timekeepers are set up properly.

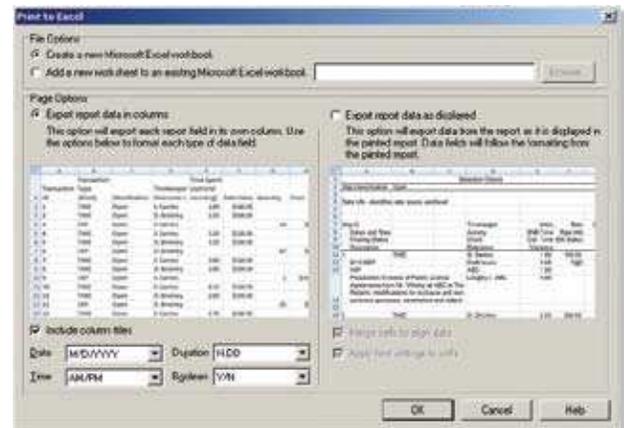
Client	Rate	Level
ABC	\$175.00	2
Adams	\$120.00	3
Baker	\$120.00	1
Carter	\$120.00	1
Nelson	\$120.00	1
North Project	\$150.00	1

### NEW! Preview Bills or Reports without Saving

Users can now print reports without having to first save them to the report list.

### NEW! Print to Excel as Displayed

Users can now export data to Excel in a format that will resemble the printed report.



### NEW! Clients Not Billed Report

This report shows all clients that were not billed during previous billing cycles. By identifying which clients have not been billed, this report can help prevent lost revenue.

Client Name	Last Bill	Days Since	Prev Balance	WIP	Total
Nelson	3/20/2005	1,694	\$2,000.00	\$1,841.90	\$4,341.90
ABC	12/11/2004	1,789	\$2,000.00	\$1,250.21	\$3,250.21
Carter	12/01/2004	1,789	\$2,000.00	\$1,271.73	\$3,271.73
Subag	12/01/2004	1,789	\$3,000.00	\$1,752.59	\$6,752.59
<b>Grand Total</b>			<b>\$9,000.00</b>	<b>\$6,101.63</b>	<b>\$17,701.63</b>

# Timeslips 2010

## ENHANCED! Improved Slip Notes

You'll appreciate the increased reference options from the expanded slip note options. Review slip notes from the slip list, search on slip notes for free-form text or for conflicts of interest, and include slip notes on user-defined reports.

Date	Timekeeper	Client	Activity	Rate/Hour	Billing Status	Value
6/14/2009	S. Santos	Bellevue	Draft Invoice	7.00		11.00
6/14/2009	S. Santos	Bellevue	Receipt	7.00		8.00
6/22/2009	D. Brockley	Bellevue	Appear for/attend	215.00		580.00
6/23/2009	S. Santos	Bellevue	Copyng	1.50		2.25
6/23/2009	S. Santos	Bellevue	Deposition	350.00		350.00
7/13/2009	D. Brockley	Bellevue	Draft Invoice	215.00		407.50
7/20/2009	D. Brockley	Bellevue	Receipt	215.00		85.00
7/20/2009	D. Brockley	Bellevue	Receipt	17.00		19.45
7/20/2009	D. Brockley	Bellevue	Receipt	0.24		No Charge

Highlighted Slip's Description	Hours	Charges
Travel to/from hearing	15.42	1459.42
Unbillable	2.58	431.13
Total	18.00	1498.33

## ENHANCED! Customizable Section on Bills

Timeslips 2010 offers additional viewable fields for customizable sections on bills, so you can include the last bill date, last payment amount, and last payment ID to this section on a customer's bill.

## ENHANCED! Reporting Options

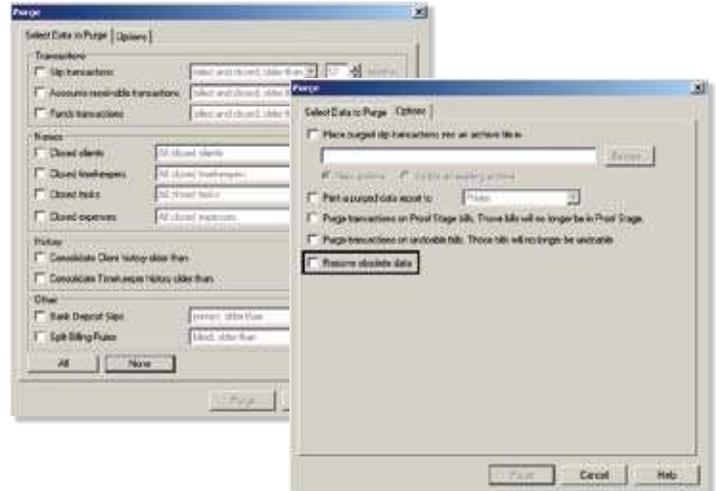
Separate thousands with commas on reports with large values to make reports easier to read. You can also include dollar signs for money fields on reports.

## EXPANDED! New Custom Field Types and Customization Options

Create new numeric fields that can be assigned custom values and can be associated with specific names. This data can be used to select, sort, and subtotal records on reports, allowing for more powerful custom report calculations. In addition, new custom field types can store money, percent, hours, and number values.

## ENHANCED! Purge Feature

Hand-select the data that should be purged from your database. In previous versions all closed data would have to be purged, but now you can select closed names, such as client or timekeeper, to remove them from the database.



## IMPROVED! History Bill for the Court

When using the "History Bill for the Court" report, all totals for fees and expenses are now included. In addition, a Timekeeper Summary table can also be included on the report.

## IMPROVED! Data Entry Options

Use the Enter key to move through fields (like the Tab key), improving speed of data entry.

## IMPROVED! E-mail Bills and Statements

When e-mailing bills, users can now change the e-mail subject line to include custom information, like the invoice number and the client name.

## IMPROVED! Rate Analysis Report

This report now allows the additional breakdown of rates of up to two additional levels for reporting purposes.

## Contact Information

1715 North Brown Rd. | Lawrenceville, Georgia 30043 | 800-285-0999

[www.Timeslips.com](http://www.Timeslips.com) | [Community.Timeslips.com](http://Community.Timeslips.com) | [www.SageNorthAmerica.com](http://www.SageNorthAmerica.com)

