

Project Accounting

Maintain tight control over strategic direction, support resources effectively, and ensure that projects are completed on time and within budget. Project Accounting connects project activities with company financials, provides extensive reporting capabilities, helps ensure accurate accounting and billing processes throughout project life-cycles, and streamlines time and expense management.

CREATE BUDGETS AND PROJECTS with as much or as little detail as you need.

Seq	Cost Category	Begin Date	End Date	Status	Trx	Prct Type	Bill Type	Unit Cost	Profit Amount	Profit %	Dly	Unit	UnitM	Total Cost
1	WPHOTELEDD	4/12/2007	4/12/2007	Estimate	TS	BRRate	STD	\$35.00	\$0.00	0.00%		50.00	Hour	\$1,750.00
2	DESIGN	4/12/2007	4/12/2007	Estimate	TS	BRRate	STD	\$35.00	\$0.00	0.00%		70.00	Hour	\$2,450.00
3	MANAGEMENT	4/12/2007	4/12/2007	Estimate	TS	BRRate	STD	\$35.00	\$0.00	0.00%		65.00	Hour	\$2,275.00
4	REVIEW	4/12/2007	4/12/2007	Estimate	TS	BRRate	STD	\$35.00	\$0.00	0.00%		30.00	Hour	\$1,050.00
5	AIRFARE	4/12/2007	4/12/2007	Estimate	EE	BRRate	STD	\$100.00	\$300.00	0.00%		100.00	EACH	\$13,000.00
6	ALLOWANCE	4/12/2007	4/12/2007	Estimate	EE	BRRate	STD	\$100.00	\$300.00	0.00%		100.00	EACH	\$13,000.00
7	CASH	4/12/2007	4/12/2007	Estimate	ML	BRRate	STD	\$1,500.00	\$5,000.00	0.00%		0.00	EACH	\$6,500.00
								\$0.00	\$0.00	0.00%				\$0.00
Baseline Totals													415.00	\$28,102.50
Forecast Totals													445.00	\$48,157.50

Project Number	Cost Category ID	Var Qty	Quantity	Var Unit Cost	Unit Cost	Pri Unit Cost	Billing Type			
4/12/2007	WPHOTELEDD	CONSULTING	(10.00)	\$0.00	\$0.00	\$2,250.00	\$4,000.00	\$0.00	\$0.00	
4/12/2007	WPHOTELEDD	DESIGN	30.00	\$0.00	\$0.00	\$15.00	\$50.00	\$0.00	\$0.00	
4/12/2007	WPHOTELEDD	DESIGN	0.00	\$0.00	\$0.00	\$2,895.00	\$5,500.00	\$0.00	\$0.00	
4/12/2007	WPHOTELEDD	CABLESPLIT	50.00	\$0.00	\$0.00	\$1,500.00	\$3,000.00	\$0.00	\$0.00	
4/12/2007	WPHOTELEDD	AIRFARE	10.00	\$0.00	\$0.00	\$75,000.00	\$150,000.00	\$50,000.00	\$50,000.00	
4/12/2007	WPHOTELEDD	AIRFARE	10.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00	\$0.00	
4/12/2007	WPHOTELEDD	AIRFARE	10.00	\$300.00	\$3,000.00	\$1,000.00	\$6,000.00	\$3,000.00	\$18,000.00	
4/12/2007	WPHOTELEDD	ALLOWANCE	10.00	\$0.00	\$0.00	\$100.00	\$1,000.00	\$3,000.00	\$3,000.00	
4/12/2007	WPHOTELEDD	ALLOWANCE	0.00	\$0.00	\$0.00	\$1,000.00	\$2,000.00	\$3,000.00	\$6,000.00	
4/12/2007	WPHOTELEDD	AUTO	5.00	\$0.00	\$0.00	\$25.00	\$125.00	\$3,000.00	\$6,000.00	
4/12/2007	WPHOTELEDD	AUTO	0.00	(\$0.50)	(\$0.50)	\$1,125.00	\$3,125.00	\$1,487.50	\$7,487.50	
Total Variance Quantity				95.00						
Total Variance Cost					\$83,180.00				\$267,487.50	\$267,487.50

TRACK CHANGE ORDERS by budget line item.

Increase employee productivity

Equip employees with easy access to key project information and templates that enable them to perform routine project and budget tasks quickly.

Track unlimited contracts and projects

Create contracts, budgets, and projects with as much or as little detail as you need. Easily track project status and profitability, labor, equipment, materials, and employee expenses.

Stay informed about budget changes and revenues

Track and control change orders by line item or by the original budget, and use enhanced reporting capabilities to display the exact information you need.

Manage Intrastat statistics

Enter and maintain the Intrastat information you need when working with European Union (EU) vendors and customers.

Work with flexible accounting methods

Gain complete control over your General Ledger accounts while maintaining the detail you require for project tracking and reporting.

Improve billing efficiencies

Automatically update project costs when products are returned to vendors, and tie landed costs such as freight and duties to project items to more accurately bill and assess profitability for projects.

Ensure timely, accurate billing

Automate invoicing processes to meet project-specific needs by tailoring billing options and customizing invoice formats.

BENEFITS

Microsoft
Business
Solutions

Project Accounting

Project Time & Expense for Microsoft Business Portal

Create customer invoices and reimburse employees faster and more accurately by managing project details via a central Web-based location. With the new Project Time & Expense module for Microsoft Business Portal, you can:

- Enable employees to enter their own project time and expense records online.
- Review and approve timesheets and expense reports online.
- Update Great Plains Payroll records with timecard entries.

Personal Data Keeper (PDK)

Submit time and expenses when it's convenient for you, whether online or offline. With Personal Data Keeper (PDK), you can:

- Automatically update project accounting, payables management, and payroll systems in real time, as timesheets and expense reports are approved, when working online.
- Automatically assign the appropriate rate and pay codes for project resources and use this information for client invoices and payroll.
- Enter time and expenses, regardless of location or online status, and later synchronize data with your system when a network connection is available.

EASILY ENTER AND APPROVE project-related expenses through Microsoft Business Portal Project Time & Expense.

The screenshot shows a web browser window displaying the Microsoft Business Portal interface. The page title is "Business Portal - Microsoft Internet Explorer". The browser's address bar shows the URL. The page content includes a navigation menu with "Home", "Employee", "Company", "To Do List", "Project", and "Site Settings". Below the navigation menu, there are tabs for "Project Expense", "Project Time", and "Project Approval". The main content area is titled "Project Approval" and "Project Expense Report for Review". It displays summary information: Purpose: Business trip to..., Employee Name: Ackerman, Pilar, Begin/End: 03/14/2004 - 03/19/2004, Expense ID: ACKE001-EE-031404-1, Employee ID: ACKE0001, and Currency: Dollars. Below this information is a table with columns: Date, Project, Item, Billing, Description, Expense Type, Payment, and Quant. The table contains three rows of expense data.

Date	Project	Item	Billing	Description	Expense Type	Payment	Quant
03/14/04	HOTELEDGER	AIRFARE	STD	Atlanta to Dallas	Reimbursable	Personal Credit...	1.0
03/14/04	HOTELEDGER	MEALS	STD	Lunch while in Atlanta	Reimbursable	Personal Credit...	1.0
03/14/04	NONE	NONE	N/B	Laptop battery	Reimbursable	Personal Credit...	1.0

Project Accounting

FEATURES OVERVIEW

Project Management Support	Set up and track profitability, utilization, and realization of projects with customized revenue recognition, account integration, and the project or budget configuration that best fits your needs.
Change Order Management	Create and track change orders at all levels of your budget or project, down to the individual line items, or by looking back to the original budget prior to changes.
Efficient Billing Processes	Automate invoicing processes and ensure accuracy with flexible billing options, including billing by cycle or by percentage complete on a project, and by creating comprehensive billing histories for customers.
Flexible Invoicing	Choose from 60 billing reports to create customized invoice formats based on customer needs, including retainer, service, project fees—such as taxes and commission—as well as third-party or multiple-customer billing.
Integrated Financial Management	Deliver accurate, up-to-date information throughout your financial management solution, with direct integration of receivables, payables, inventory control, and other accounting functions.
Purchase Management	Tailor purchase order and receiving system management with multiple purchase order formats, project-specific optimization, and extensive user-defined options.
Project Inventory Management	Transfer inventory items to your project, with complete control over what will be used and when it will be available for billing.
Expense Tracking	Track billing expenses whose direct costs are recorded elsewhere, such as equipment usage or copying services, so you know how much projects cost in relation to their revenue.
Reports	View, sort, and filter customizable reports and worksheets to see billings to date, revenue per project, change orders, and other project-related information.
Intrastat Support	Easily maintain information for Intrastat Trade Reports required for items bought from or sold to European Union (EU) vendors or customers.
Flexible General Ledger Interface	Gain complete control over revenue tracking and customize account distributions, sub accounts, and cost categories.

AVAILABLE WITH:



Project Accounting



FEATURES OVERVIEW

Return to Vendor	Return unsatisfactory or incorrect products, regardless of whether the vendor invoice has been received. When returns are created, new automation automatically removes costs from the project, removes goods from inventory, and creates credit memos for billable projects, payables, and multidimensional analysis.
Landed Cost Support	Facilitate accurate project costing and represent additional costs in the valuation of inventory by rolling shipping, handling, and import fees—costs that are often unknown at the time of purchase order creation—into the total cost of goods.
Multi-bin Inventory Support	Increase warehouse efficiency with multi-bin inventory, and use Project Purchasing to easily view and stock items across specific bins.
Import Timecards and Expense Reports	Import employee time and expense transactions recorded by handheld devices,, time clocks, and other applications into Project Accounting.
Project Data Keeper (PDK)	Enable employees on the go to create timesheets and expense reports offline and submit or approve them via the Internet, and use the PDK to enter amounts paid for with a cash advance, company check, or company credit card.