# Project Time Tracking

The core functions of the Webdesk module **Project Time Tracking** are the extensive options for recording and evaluating your project times.



There are the following options for recording project times:

- **Live booking of project time via the "stopwatch function"**
  [1]Booking of project times as they actually occur, selection of project and activities, and recording with the Start/Stop button
- **Recording project times after the fact**
  [2]via the booking mask by selecting the date, start and end time as well as project and activity
- **Monthly project time entry**
  (if enabled) Distribution of the working time of a month across projects, either in percent or in hours:minutes; "Distribute evenly" distributes the time evenly across the selected projects. The distribution must add up to 100% or the total time of the month. For months in which daily project times have already been recorded or whose efforts have already been approved, no entry is possible.

In addition, recorded project times can be **evaluated and displayed** in a customized way. There are numerous **filter and display options** for this.

- **Evaluating recorded project times**[3]

1. /daisy/personalwolke-admin/8578-dsy.html?language=4
2. /daisy/personalwolke-admin/8579-dsy.html?language=4
3. /daisy/personalwolke-admin/8580-dsy.html?language=4