Module Project-Time

The Webdesk EWP **module Project Time Management** enables the booking, recording and correction of **productive performance times** ("project times"). These booked time efforts can be related to real projects, internal



activities, customers, cost centers or other categories.

The term "project" is broader here and can basically include **any service object** on which an employee's activity can be booked over time.

The primary goal of this module is the **simple and clear recording and evaluation** of productivity times. In Webdesk EWP, it is possible to record these productive (project) times using several variants:

- Daily, weekly or monthly recording of project time expenditure **in hindsight**
- **Real-time project time booking** (via "stopwatch")
- Automatic **generation** of project times **from attendance bookings** (for non-project-specific employees)

For the administrator, the following **questions** may arise in this module:

Organisation & Project Structure	Recording, Booking & Evaluation
How do I create new bookable projects? Which possibilities for coinfiguring projects and structures do I have?	How do I book and record projects times in Webdesk EWP? How do I create reports and evaluations from booked project times? Can I also configure my own reports?
Permission Management	**Configuration & Personalization**
How do I manage permissions for booking, accessing and editing projects?	How do I set system parameters for Project Time Management? How can I tailor and configure the module's functions according to my needs?