

Project

JEEVES ENTERPRISE

The Organic Business System



In most activities in project-based assignments, time is the commodity that you are dealing with. Time for everything, from unique specialist competence to simple assistance.

Services can be packed and sold at a fixed price and the risk of fulfilment during a certain time can be spread between employees and employers by means of agreement. Regardless of how this risk is spread, it is desirable to be able to account for and control time devoted to the project. As invoicing is such a business-critical function, it is natural that planning, project control and management comes from the business system.

Jeeves Project offers a platform for obtaining full control over your assignments.

Assignments, projects and activities

An assignment is the principal business event in Jeeves Project. Several projects can be linked to one assignment.

A project is the principal business activity on which all reporting is done. In one project you can define an unlimited number of activities, which can be important business events in the project, such as the start, intermediate reporting, or completion of a project phase.

You set a level of detail in the project accounting of your choice. Certain projects are accounted without activities, while others can include activities that account hour by hour for the work put in. The level of detail is determined by the operation's requirement for control and results analysis. It is indicated here whether the event is to be invoiced, which means that you can capture all time utilization in the organization and measure the degree of charges, etc.

Pricing of services and items

When you plan an assignment with a current account in Jeeves Project, a unique price list for services and expenditures is specified, or a pre-defined price list, which can be based on personnel categories, operations, or individuals.

Invoicing

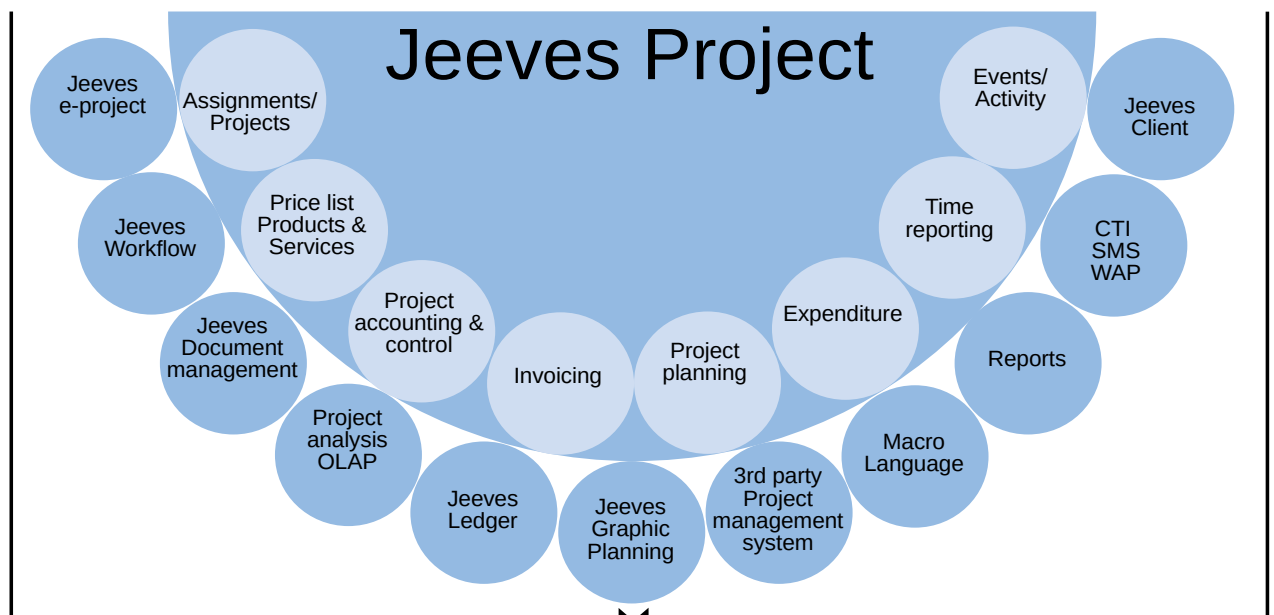
Four basic invoicing methods can be applied in Jeeves Project; current account, fixed price, periodical, and manual. Periodical invoicing means that a payment plan is drawn up with fixed invoice amounts, and invoice times. All the methods - except the manual method - entail that invoices are automatically generated.

Manual invoicing allows invoicing to be done when required, on an ad hoc basis. All the methods generate preliminary invoices that can be examined and adjusted before printout of the invoice and posting to accounting. Assignments can also be invoiced using combinations of these methods.

Planning and time report

The time report of the project staff can be done in two ways, with or without planning in Jeeves Project. If you choose to plan first, the planned activities are drawn up, with planned time, expected work hours, etc.

If a project has been planned, the time report can be significantly simplified by means of the Jeeves Enterprise unique parallel windows, in which you simply confirm that an activity or project - with or without adjusting - has turned out according to plan. Only the results of activities are reported without planning.



Jeeves Project with a thin client for the Internet

In many project-oriented activities, the project personnel work in the field but their time must still be accounted for. A basic feature in Jeeves Enterprise is the "thin client", which means that Jeeves users can run the whole system via an Internet connection. In this way the staff can access all the functions in Jeeves Project at any time, on any computer with Jeeves Client downloaded.

Jeeves e-project

We are currently developing a web application for Jeeves Project, which goes by the name of Jeeves e-project. The application could be interesting for operations that require a large element of external project staff, who only need to use limited functions in Jeeves Project, such as time reports and expenditure reports via an extranet, intranet or homepage on the Internet. Jeeves e-project will also contain functions for continuous following up of projects via the web, which is not only very useful in "internal" communication, but also perhaps more so in the external communication as a customer service towards the client.

Project control and cost accounts

Jeeves Project enables you to write off time and expenses used - at a time of your choice, completely separate from the invoicing. In this way, you can follow up on cost development and continuously reconcile budgets for projects and assignments.

Where assignments are invoiced with a periodical invoice, both income and costs are automatically divided into an optional number of periods (e.g. months).

Projects with gradual profit deduction

Particularly in assignment operations with long fixed-price projects, there is a need to periodically show the company results or the project results. Jeeves Project perform such "gradual profit deductions" as the accounting is based on revenue prognosis and a running tally of booked costs, as well as a costs prognosis. This is a very common procedure with building contractors, for example.

Integration with Jeeves Enterprise applications

Jeeves Project can be integrated with other modules in Jeeves Enterprise, such as Jeeves Inventory and Jeeves Purchasing. This enables you to keep items in stock. In the price list you can specify which mark-ups are to be levied on an item, while having full control over accessibility and automatic stock replenishment.

This is a function that is highly significant for building contractors who have building project assignments in which a lot of material is kept in stock and invoiced.

Another application can be IT consultants who sell "shrink wrap" standard software together with project

assignments.

Through integration with Jeeves Accounts Payable Ledger, the purchase invoices can be linked to the project and automatically invoiced.

International business

Jeeves Enterprise is suitable for global companies with assignment operations in many countries. In international projects, Jeeves Project can simultaneously handle multiple currencies, languages, VAT rules, and other country-specific requirements.

New, unique functions with Jeeves Macro language

Jeeves Enterprise has an integrated macro language to enable personnel involved in programming or a Jeeves Enterprise partner to easily customize and execute customer-unique functions. Jeeves Enterprise is constructed to enable such functions to remain unaffected by new versions, which our customers obtain through ongoing upgrading of their system.

As an example, a warning could appear (perhaps via e-mail or SMS) when the budgeted number of hours or the budgeted cost is exceeded. Another example is that expenditure could be marked as private and could form the basis for a report on deduction of costs.

Integration with other applications

Jeeves Enterprise is integrated with Microsoft Windows and Microsoft SQL Server, which offers great opportunities to re-use data from databases in other formats. This includes spreadsheet, word processing or project management programs, such as Microsoft Excel, Word, Outlook or Project.

Project analysis and OLAP

Many powerful OLAP tools are included in the Jeeves Enterprise technical platforms. With these tools, you can create your own data storages with so called "cubes" to analyze your data. Tables and business charts on time invoicing, overheads, articles, services, web traffic, etc. can be analyzed in different dimensions - per day, month and year, per project group or individual project personnel, or some other segmentation.

Project planning and Jeeves Workflow

Jeeves Workflow can be used to design and present a workflow as a "to do" list, and flowcharts for the personnel who are performing the tasks in the flow. This means that lead-times in the workflow are shortened, the personnel can be reminded by a Jeeves Workflow e-mail when the previous processing step is completed, and that the next one is awaiting input from the person concerned.

Jeeves Enterprise includes support for document management, which is developing rapidly. With Jeeves Workflow, the first step is support for Microsoft Word and e-mail.