

# TADPOLE time management software for time and activity reporting



## Take the guesswork out of time management

- Accurate work analysis information
- Quick and easy time and activity reporting
- Simple and secure timesheets with workflow
- Activity reports and forecast information
- A system easily tailored to meet your needs

### **TADPOLE enables quick and easy time and activity reporting**

TADPOLE provides a fully featured easy-to-use interface for users to enter hours worked and to allocate time to activities and tasks, programs and customers.

TADPOLE provides many short cuts for data entry, so users can complete their timesheets with just a few clicks of the mouse.

The system is fully supported by an online HELP system.

### **TADPOLE time management and reporting system**

is designed to assist users record their daily work activities quickly and easily.

TADPOLE is used by hundreds of workers who actually enjoy using it.

TADPOLE provides built in organisational workflow so that timesheets are stored securely.

TADPOLE gives managers immediate and accurate reporting data.

### **TADPOLE provides complete time and activity reporting**

- Electronic timesheets
- Task & activity reporting
- Automatic editing & updates
- Overtime, flex-time & leave monitoring
- Costing & billing information
- Workflow & security
- Reports & forecasts
- Online HELP

## **Today's managers need accurate work analysis information**

The system automatically checks for errors in times and tasks.

Clear error messages assist users.

Completed timesheets along with activity information are forwarded to managers for approval.

## **TADPOLE provides up to date activity reports and forecast information**

Reports are produced on tasks and activities, employee, customer and costing information with drill down functionality so that you know what is really happening.

Yearly forecast information is also available.

TADPOLE reporting is an automatic process. Any information changes in the system are automatically reflected in the reporting database.

## **TADPOLE is easily tailored to meet your needs**

The update facility for tasks, programs, customers and user profiles ensures there are no hidden overheads.

## **Service and support when you need it**

TADPOLE comes packaged with installation and setup support. Minimal training is required.

Online HELP is provided to users.

There are 4 versions of TADPOLE available, so it will run on almost any platform including Lotus Notes.

A browser based web version is available.

## **Perhaps you would prefer a Work Analysis Survey?**

TADPOLE can be used on an ongoing basis or for a limited time as part of a work analysis survey.

Ask for more information on our Work Analysis Survey package using TADPOLE and our online survey tool ePOLL™.



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