DELTEK TIME COLLECTION AT A GLANCE

ADVANCED INTERNET-BASED EMPLOYEE TIME COLLECTION AND REPORTING SOLUTION FOR PROFESSIONAL SERVICES FIRMS AND PROJECT-BASED ORGANIZATIONS

PRODUCT OVERVIEW

Deltek Time Collection is an advanced Web-based employee time tracking solution that is used daily by more than 325,000 employees and nearly 650 firms worldwide to drive timekeeping, payroll, job costing, billing and reporting functions. Project-based companies in virtually every industry are using the solution to automate and improve their mission-critical business functions. The product is designed to capture detailed project labor data and pass this data along to enterprise resource planning, payroll, billing, and project management systems. It is also capable of calculating payroll costs and billing amounts for on-line reporting and analysis. All employee-facing functions are fully Web-based. The functionality and technology offerings of Deltek Time Collection allow companies to track, manage and account for employee labor by project across the enterprise.

TARGET MARKETS & CLIENT PROFILE

- **Target Markets** — Include professional services organizations (PSOs) in government contracting, A&E and construction; computer technology; systems integration; business services/consulting; and accounting and auditing.

- **Client Profile** — Nearly 650 professional services firms and other project-based businesses ranging in size from 50 to 10,000 employees and with revenues ranging from $5 to $500 million.
  - Research Triangle Institute, a multi-disciplinary contract research and development company with more than 2,100 employees worldwide
  - PBS&J, an engineering consulting firm with 60 offices worldwide and 2,200 employees
  - Madison Research Corporation, an engineering and information management services firm specializing in government and commercial clients with and has over 500 employees

APPLICATION HIGHLIGHTS & BENEFITS

- Online remote entry in either a browser- or Windows®-based timesheet with an integrated approval system.

- Tracks, manages, and accounts for time by employee and by project and across the enterprise.

- Supports standard international date formats.

- Controls security through employee ID, encrypted passwords, and warns against unauthorized charges.

- Automates compliance with government auditing agencies via extensive audit trail documentation.

- Integrates with Deltek Back Office applications including project accounting solutions, Deltek Costpoint®, Deltek Advantage, and Deltek GCS Premier™, and popular ERP systems, including Oracle®, PeopleSoft®, JD Edwards®, ADP®, and Pay America®.
Deltek Time Collection IVR features cutting edge interactive voice response that enables employees to process their timesheets over any touch-tone telephone. Deltek Time Collection IVR enhances remote access for companies with employees lacking convenient access to a personal computer or the Internet.

Deltek Alert Server features a sophisticated event notification system that will help streamline your organization's employee time collection cycle by increasing awareness of outstanding time cards and other related processes. Event notifications support employees, supervisors and a selected primary contact. Deltek Alert Server comes with ten standard email events that run automatically - without the need for administrator involvement. Unlimited events can be added.

**CORE MODULES**

- **Ease-of-use** — Allows employee to enter data, edit, save, sign, and print timesheets; accepts comments by timesheet line or cell; and automatically routes timesheets for supervisor approval and performance review.

- **Accuracy** — Warns of improper charges and substandard hours; maintains timesheet audit trail; validates labor charges, overtime hours, and holidays; and supports multiple timesheet schedules.

- **Web Timesheet** — Designed for firms with remote offices or Web-based operations; provides access via a Java™-enabled browsers; eliminates software installation on multiple desktops; provides high level security; and stores timesheet data online in a central database.

- **Timesheet Administration** — Supports logical grouping assignments among personnel and automatically creates required linkages; automatically corrects leave balances according to system rules; links labor and billing rates with each timesheet cell entry; and provides supervisors with line level approval.

- **Reporting Capabilities** — Supports extensive summary and detailed report writing; enables creation of ad hoc and custom reports on real-time online data; and provides online snapshots of key labor related data.

- **LiquidLINK** — Liquid Software's® LiquidLINK™ provides streamlined link to PeopleSoft HR.

- **Employee Self Service** — Streamlines administrative process for employees and gives greater convenience and efficiency.

**ARCHITECTURE & SYSTEM REQUIREMENTS**

- Uses advanced, n-tier, client/server, GUI and relational database technologies and development tools.

- Open architecture allows choice of NOS, NCP, and database server hardware, and operation across the LAN, WAN, RAS, and Internet/intranet.

- Supports connectivity among Windows-based client/server systems operating on Oracle, Microsoft SQL Server™, and Centura SQL Base™.
Provides extensive scalability by offering flexibility in database selection. Web timesheet requires Netscape® 3.0 with the Sun JRE® plug-in or Explorer® 4 or higher, and IIS® and Netscape Web server hardware.

Offers a robust interface that is capable of uploads and downloads to multiple ERP, accounting and payroll systems to reduce redundant data entry costs. Multiple interface options (ASCII, database table, direct update) currently exist or can be developed with most accounting or ERP systems.

ABOUT DELTEK SYSTEMS, INC.

Deltek Systems is the leading provider of enterprise software, solutions and consulting to more than 7,500 professional services firms and project-based businesses worldwide. Deltek’s solutions encompass client relationship management and proposal automation; employee time and expense; project and resource planning; budgeting and control; accounting and billing; procurement and materials management; human resources management; and e-business. Integrated services include premium-level customer support and software maintenance, implementation and practice management consulting, and classroom training. For more information, visit Deltek at www.deltek.com, or call 800/456-2009 in the US or +44 (0) 20 7518 5010 in the U.K.

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