TIMESHEET BEST PRACTICES
for
MICROSOFT DYNAMICS

1 CHOOSE THE RIGHT TIMEKEEPING SYSTEM

At a typical enterprise **20% of technology investments are not fully realized.**[1]

One concern that faces many Dynamics users is the utility of the included timekeeping system. While it is sufficient for many basic business tasks, it begins to falter with more complex projects that tend to emerge as businesses grow and mature. For that reason, it is important that business owners choose a timekeeping integration with expanded utilities that can grow with and enhance an organization.

IMPROVE EMPLOYEE EFFICIENCY 2

Percentage of employees more likely to have above-average productivity due to high employer-employee engagement.[2]

38%

Timesheets, when properly configured, can be used to ensure efficiency within an organization by tracking employee time at the individual level as well as by department or organization.

3 MANAGE STRATEGIC APPROVALS

97% Percentage of companies that believe project management is "critical to business performance and organizational success".[3]

75% Percentage of business executives that anticipate their software projects will fail.[4]

62% Percentage of businesses that identified "capturing time/costs against projects" as their biggest project management challenge.[5]

A third party time tracking system with customizable approvals is recommended if a business will be engaging in any sort of complex activities so that the right people will have access to the right information every time.

AUTOMATE COMPLIANCE POLICIES 4

80% of midsized CEOs express confidence in their business' ability to comply with tax laws and other federal regulations.[6]

On average, **one-third of employees** within any given company report being fined or penalized in the last year alone due to non-compliance and human error.[6]

In the basic timekeeping software included in Microsoft Dynamics, there is very little a business can do to make sure compliance is taken care of. Fortunately third-party solutions can provide an answer in the form of automation.With these programs, reminders and validations should be configured according to the specific needs of the company implementing the system.

SOURCES

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