



*Project* **Pro**®

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# JOB QUOTE REPORTS & MATERIALS PLANNING

MONITOR RESOURCES & COMPILE DATA

**Project.Pro**  
100 Corporate Pkwy, Amherst, NY 14226  
Phone: 716-929-2700 Fax: 716-929-2700

**Quotation**  
No. JQ-1076  
Date: 5/18/2017

Sales Person: Robert Esler

Sold to: The Barlett Group  
4400 Barrett  
18157 Park Ave  
Tampa, FL 34619

Ship to: The Barlett Group  
4400 Barrett  
18157 Park Ave  
Tampa, FL 34619

No.	Description	Qty	Unit	Amount
01 GENERAL	Scaffolding Sling #2			\$1,702.00
02 BONDING	Siding Sling #2			\$13,478.00
GRAND TOTAL				\$15,180.00

**JOB QUOTE**

## JOB QUOTE REPORTS

- Create Job Quote based on "Job Segments" or "Job Tasks"
- Create Job Templates with planning lines detailed
- Create and identify "Scope of Work" necessary to accomplish job as proposed
- Create Jobs from Job Quote upon acceptance and approvals
- Job Quote Document for approval by customer

## ADVANCED JOB REPORTS

Create visually stimulating reports to highlight any number of features, including:

- Percentage of Completion / Bonding
- Actual vs Budget Cost by Task Detail or Summary
- Committed Cost Detail
- Job Cost Category
- Job Gross Profit by Job or Tasks
- Job Materials List (Budget vs Actual)
- Actual vs Budget Quantity by Tasks
- Job Production (Actual vs Budget) by Task Work Units

## JOB MATERIALS PLANNING

Track material requirements from planning lines and schedule materials to be ordered

## REQUISITION WORKSHEET

Create Purchase Orders by job or combine multiple jobs on Purchase Orders by Vendors

## JOB MATERIAL PLANNING REPORT

- Provides the status of all required materials necessary for each job, including quantity required, and shows whether it's on purchase order, requisitioned from inventory, received items, staged for delivery to job-site, already delivered to job, or if balance of job material is still required
- Track materials required for specific jobs independent of job budgeted items
- Manage when material items are needed by order dates and required on job-site dates
- Manage whether to "Pull Inventory" or "Issue Purchase Orders" for items
- Ability to "Stage" material items at designated location prior to delivery to job-site
- Generate "Delivery Tickets" for items to pull from inventory and prepare vendor deliveries all on single delivery ticket to job-site

Job Material Planning Worksheet

Job Manager: Eastern Hills Mall  
Job No.: PRJ1025  
Job Name: Eastern Hills Mall  
Customer Account Name: Eastern Hills Mall  
Job Description: Eastern Hills Mall  
7/26/2016 3:31:55 PM

Job Manager	Document No.	Date Ordered	Date Required	Order Code	Part No.	Description	Manufacturer	Vendor	Quantity	Inv Qty (Job/Inv)	PO Qty	PO Qty Rcd	PO Qty Staged	Quantity Invoiced	Job Site Vndr Qty	Job Site From Inv	Sal Req	Inventory Available	
	A DRAWING - BLDG	6/10/2016	6/30/2016	01-01000	BM100181	2"x3" Flex-A-Spout Extension		10014	3	0	0	0	0	0	0	0	0	3	0
	B DRAWING - RACK1	6/10/2016	6/30/2016	01-01000	BM193181	2"x3" Flex-A-Spout Extension		10014	4	0	0	0	0	0	0	0	0	4	0
	C DRAWING - RACK2	6/10/2016	6/30/2016	01-01000	BM193181	2"x3" Flex-A-Spout Extension		10014	3	0	0	0	0	0	0	0	0	3	0
				01-01000	BM235054	MB Access Door- Wall/Ceiling			4	0	0	0	0	0	0	0	0	4	97
				01-01000	HC915214	Professional HVAC Duct Tape			20	0	0	0	0	0	0	0	0	20	0

## JOB MATERIALS PLANNING WORKSHEET

# COSTING

MANAGE JOBS TO INCREASE EFFICIENCY

## JOB BUDGET & CONTRACT

Manage original, adjustments, change order, and sub-level values

## COST CATEGORY SUMMARY

Compares budgeted costs, actual costs, variance, and percentage of variance

## JOB PROJECTIONS

Based on percentage of budgeted cost, units complete by job or individual task codes

Allows for creation of estimated cost to complete for recognized revenues & projected profits

## JOB ACTUAL COST & BILLINGS

Tracks actual cost, customer billings, payments received by current period, year-to-date, and job-to-date

## JOB STRUCTURE

Organizes and allows for master job, sub-jobs, change orders, extra work orders, or proposed work in a flexible and user-definable format

## NAV CRM INTEGRATION

Job Card CRM are directly related and identified as contacts into system database i.e. owners, contractors, construction managers, architects and engineers

## ADDITIONAL JOB INFORMATION

Compiles location, type, estimator, project manager, persons responsible, job status, % complete, back log, estimated start and finish dates, burden, and certified payroll into one place

**PRJ1007 - Cost-Co Warehouse**

**General**

Cost Categories \$

PROJECTPRO COSTS	Budget Cost	Actual Cost	Cost Variance	Cost Variance %
Labor Cost	345,015.00	0.00	345,015.00	100.00
Material Cost	501,733.65	0.00	501,733.65	100.00
Equipment Cost	220,899.50	0.00	220,899.50	100.00
Subcontract Cost	124,000.00	119,000.00	5,000.00	4.03
Mfg. Cost	0.00	0.00	0.00	0.00
Overhead Cost	0.00	0.00	0.00	0.00
Miscellaneous Cost	0.00	0.00	0.00	0.00
Uncategorized Cost	0.00	0.00	0.00	0.00
<b>Cost Totals</b>	<b>1,191,642.15</b>	<b>119,000.00</b>	<b>1,072,642.15</b>	<b>90.01</b>

**Job Task Lines Subform**

Job Task No.	Description	Job Task Type	Start Date	End Date	Budget (Total Cost)	Actual (Total Cost)	Billable (Total Price)	Billable (Invoice...)
15-15050-15060	Hangers and Support	Posting			20,064.40			
15-15050-15070	Mechanical/Sound/Vibration/Seismi	Posting			6,375.00			
15-15000-15630	Refrigerant Monitoring System	Posting			36,918.50			
15-15000-15660	Liquid Cooler & Evapoatv Cond	Posting			78,115.00			
16-16050-16070	Hangers and Support	Posting			10,255.50			
16-16100-16140	Wiring Device	Posting			42,940.00			
REVENUE	Revenue Activity	Posting					1,423,000.00	151,600.00
<b>TOTAL</b>	<b>TOTALS</b>	<b>Total</b>			<b>1,191,642.15</b>	<b>119,000.00</b>	<b>1,423,000.00</b>	<b>151,600.00</b>

**Job Budget/Billable**

PROJECTPRO	Budget (Cost)	Billable (Price)
Original	1,191,642.15	1,423,000.00
Adjustments	0.00	0.00
Job-Level	1,191,642.15	1,423,000.00
Sub-Level	0.00	0.00
<b>Total</b>	<b>1,191,642.15</b>	<b>1,423,000.00</b>

**Job Actual Cost/Billings**

PROJECTPRO	Period to Date	Year to Date	Job to Date
Actual Cost	0.00	0.00	119,000.00
Invoice Billed	0.00	0.00	151,600.00
Payments Rec'd	0.00	0.00	0.00
Committed Cost			122,000.00

**Job Value Chart**

# SUBCONTRACT MANAGEMENT

MANAGE SUBCONTRACTORS BUDGETS & TASKS

## SUBCONTRACTS

Generate subcontract agreements in Microsoft Word, get budget estimates and import subcontract tasks

## SUBCONTRACT REPORTS

Create reports based on subcontract status by either job or vendor codes, and subcontract invoices and payments

## SUBCONTRACT CARDS

Track original subcontracts, change orders, create purchase orders for vendors, and manage documents

## MANAGE SUBCONTRACT ACTIVITIES

Organize subcontractors by vendor ID or job number, linking job task

## LIEN RELEASE WAVERS

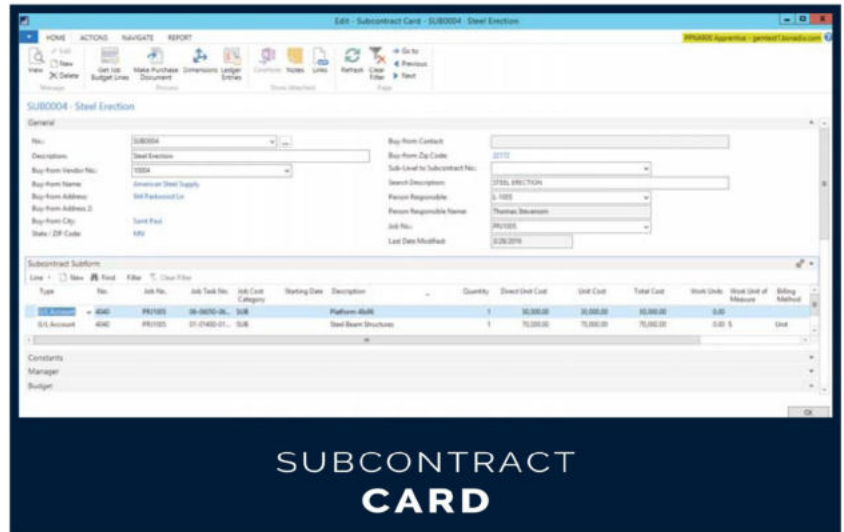
Generate Progress and Final Lien Waivers with job, vendor, and payment information referenced

## PAY-WHEN-PAID

Ability to pay subcontract invoice when customer pays invoice

## CERTIFICATES OF INSURANCE

Track insurance coverage and expiration date with alerts during vendor payment process



## SUBCONTRACT CARD

SUB0004 - Steel Erection														
Subcontract Subform														
Line	Type	No.	Job No.	Job Task No.	Job Cost Category	Starting Date	Description	Quantity	Direct Unit Cost	Unit Cost	Total Cost	Work Units	Work Unit of Measure	Billing Method
G/L Account		4040	PRJ1005	06-06050-06...	SUB		Platform 4Bx96	1	30,000.00	30,000.00	30,000.00	0.00		
G/L Account		4040	PRJ1005	01-01400-01...	SUB		Steel Beam Structures	1	70,000.00	70,000.00	70,000.00	0.00	\$	Unit

Constants			
Manager			
Budget			
Actual Costs To Date:		70,000.00	
Pct of Total Budgeted Cost:		70.00	
Est. Contract Remaining:		30,000.00	
Pct of Total Budgeted Cost:		30.00	
Subcontract Variance:		30,000.00	
Pct of Total Budgeted Cost:		30.00	
Est. Units and Unit Rates:		0.00	
Budgeted Cost per Unit:		0.00	
Committed (Budget):		30,000.00	
Pct of Total Budgeted Cost:		30.00	
Total Budgeted Costs:		100,000.00	
Entered Complete [Calculated]:		0.00	
Actual Budget Remaining:		0.00	
Pct of Entered Complete:		0.00	
Actual Subcontract Variance:		-70,000.00	
Pct of Actual Costs to Date:		-100.00	
Actual Units and Unit Rates:		0.00	
Avg. Cost per Unit Complete:		0.00	
Committed (Projection):		30,000.00	
Pct of Entered Complete:		0.00	

## PAYMENT JOURNAL

# PROJECT MANAGEMENT

PLAN & MANAGE ALL PROJECTS

## PROJECT MANAGER

Create Job Forecast Worksheet Reports, which estimate "Cost to Complete" analysis by percentage, units, or dollars

## JOBS

Keep track of usage on jobs and data for invoicing the customer, manage both fixed-price jobs and time-and-materials jobs, create scheduled and budgeted job plans, and stay on track with suggested Work in Progress and Recognition postings

## TIME SHEET

Integrates the Service, Jobs, and Basic Resources modules to make for flexible time registration

## CAPACITY MANAGEMENT

Plan and manage capacity and sales usage statistics and profitability of resources, while monitoring resource usage to get a complete overview of your availability and costs for each resource

## PROJECT SCHEDULE

Generate Microsoft Project® Schedules directly from job tasks

## MULTIPLE COSTS

Manage alternative costs for resources and resource groups with the ability to define as many work types as you need

## JOBS SETUP WIZARD

Set-up jobs, enter time sheets, and log job journals with ease using the project manager role center to quickly access common tasks, charts, and lists

## MULTIPLE CURRENCIES

Ease of communication with international companies with multiple currency invoices

## BASIC RESOURCES

Keep track of resources and prices, register and sell resources, and allocate resources to specific jobs

### Project Pro Manager

**Activities**

Filter ✖ Clear Filter

---

**Due**

11  
 Jobs To Complete This Month

11,582,654...  
 Open Job Backlog

0  
 Retention Invoices Due

**Profit**

5  
 Job Profit below Estimate

9  
 Job Cost Exceeds Contract Billings

**Subcontract/Supply**

47  
 Open Subcontracts

3  
 Expiring Insurance - 30 Day

57  
 Open Job Purchase Orders

TASK MANAGER

ProjectPro - My Jobs

Job No.	Description	Manager Job Status	Job Class
PRJ1005	Wal-Mart	Running	Master Job
PRJ1010	Remodel Reception Office	Running	Master Job
PRJ1014	Oak Hill Country Club	Planning	Master Job

ProjectPro - My Subcontracts

Subcontract No.	Vendor No.	Subcontractor Name	Description	Job No.
SUB80002	10008	Contractors Depot	Concrete Work	PRJ1001
SUB80004	10004	American Steel Supply	Steel Erection	PRJ1005
SUB80007	MANITOU	Manitou Construction	Heating and HVAC installation	PRJ1010

myjobstatistics2

ProjectPro - My Job Resources

Job No.	Description	Est'd. Hours	Actual Hours	Est'd. Units	Actual Units
PRJ1001	University of Rochester	2,914.00	20.30	0.00	0.00
PRJ1005	Wal-Mart	2,595.00	18.75	0.00	0.00
PRJ1010	Remodel Reception Office	36.00	0.00	0.00	0.00
PRJ1011	Hilton Hotel Remodeling #P18	2,348.00	0.00	0.00	0.00

MY JOBS SUMMARY

# MANAGEMENT

MONITOR SERVICE JOBS

## SERVICE ORDER MANAGEMENT

Register your after-sales issues including service requests, services due, service orders, and repair requests

## SERVICE PRICE MANAGEMENT

Set up, maintain, and monitor your service prices based on parameters you set - such as the service item, service task, or type of fault—for a limited period of time, or for a specific customer or currency

## WORKFLOW MANAGEMENT

Manage approvals, receive notifications, and allow process automation to ease business processes and allow for facilitated decision making

## PLANNING AND DISPATCHING

Assign personnel to work orders and log details such as work order handling and work order status

Dispatch and manage service personnel and field technician information, and filter according to availability, skills, and stock items

## SERVICE CONTRACT MANAGEMENT

Maintain information on contract history, contract renewal, contract templates, warranty details, service levels, contract profitability, and generate contract quotes

SC00001 - Prepaid Contract - Hardware

**General**

Contract No.: SC00001	Phone No.: 218-789-1254
Description: Prepaid Contract - Hardware	Email: the.cannon.group.plc@cronuscorp.net
Customer No.: 10000	Contract No.: CT000007
Name: The Cannon Group PLC	Contract Group Code: HARDWARE
Address: 192 Market Square	Salesperson Code: PS
Address 2:	Starting Date: 6/30/2017
City: Atlanta	Status: Signed
State / ZIP Code: GA	Responsibility Center: NEW YORK
ZIP Code: 31772	Change Status: Locked
Contact Name: Mr. Andy Teal	


Credit Limit (\$): 0.00  
 Overdue Amounts (\$) as of 01/25/18: -382.86  
 Total Sales (\$): 26,324.08  
 Invoiced Prepayment Amount (\$): 0.00

**Customer Details**

Actions

Customer No.: 10000  
 Phone No.:  
 Email: the.cannon.group.plc@cronuscorp.net  
 Fax No.:  
 Credit Limit (\$): 0.00  
 Available Credit (\$): 0.00  
 Payment Terms Code: 1M(8D)  
 Contact: Mr. Andy Teal

**Notes**



**Lines**

Line No.	Service Item No.	Description	Unit of Measur...	Serial No.	Item No.	Response Time (Hours)	Line Cost	Line Value	Li
7		Enterprise Computer 667 MHz	PCS	AS764789	80007	8	29.70	57.20	
6		Drive 250MB	PCS	123456789	80213	24	1.08	3.10	

Invoicing: 10000 | 1M(8D)  
 Shipping: | 31772  
 Service: | 6/30/2017  
 Invoice Details: Month | 2/1/2018

**SERVICE CARD**

# SALES & MARKETING MANAGEMENT

ORGANIZE CUSTOMER & BUSINESS INFORMATION

## RELATIONSHIP MANAGEMENT

Simplified CRM you can access from your mobile device, giving you 24/7 access to contact management, interactions, and sales opportunities

## CONTACT CLASSIFICATION

Sort your contacts into categories, and automatically classify your customers based on criteria you specify, allowing you to target contacts for campaigns

## CONTACT MANAGEMENT

Maintain an overview of your contacts, record contact information for all business relationships, and personalize your approach to them

## OPPORTUNITY MANAGEMENT

Keep track of and manage sales opportunities by sectioning your sales processes into different stages

## OUTLOOK CLIENT INTEGRATION

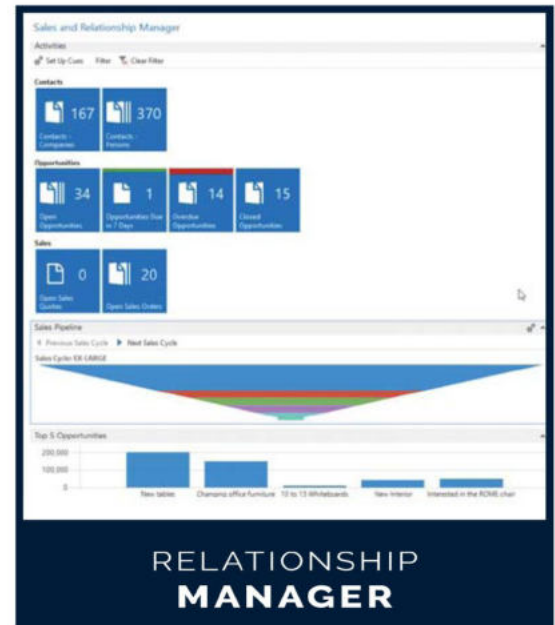
Synchronize your to-do items and your contacts in Microsoft Dynamics NAV with meetings, tasks, and contacts in Outlook

## TASK MANAGEMENT

Create to-do lists for yourself and assign tasks to other users or teams of users

## INTERACTION/DOCUMENT MANAGEMENT

Record all interactions with contacts – e.g. telephone calls, meetings, letters



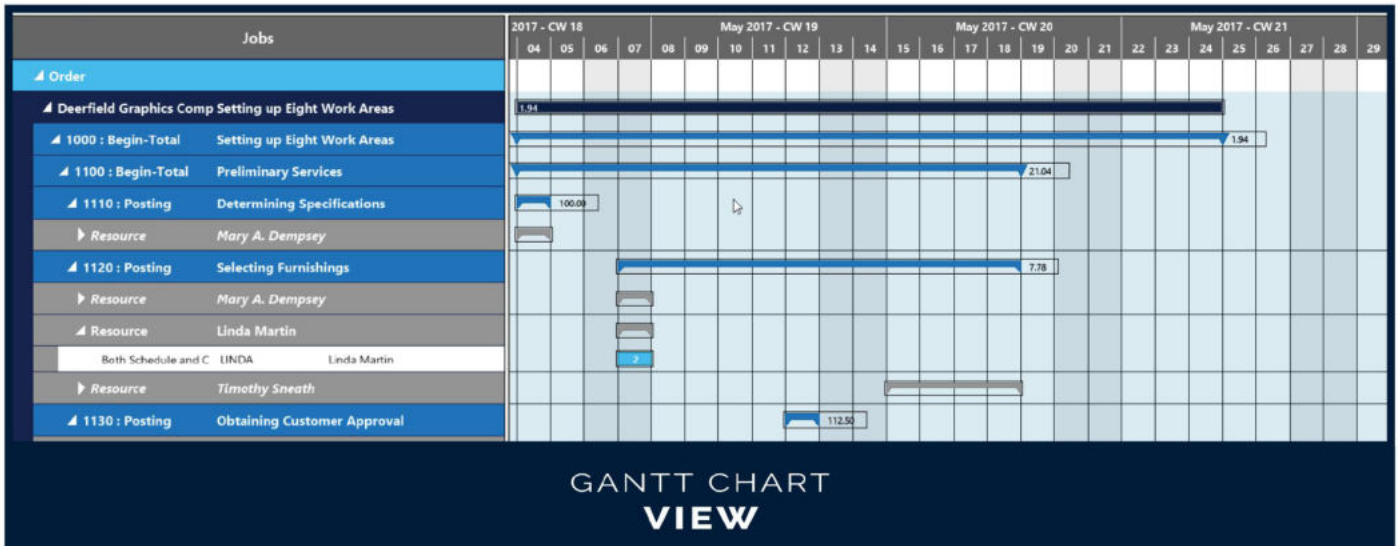
The screenshot shows a 'CONTACT CARD' form. The top section contains fields for 'No.' (5088), 'Name' (Stone Johnson), 'Type' (Person), and 'Company Name' (84 Lumber). Below this is a 'Communication' section with two columns: 'Address' (56 West Main Street, ZIP Code: 65479, City: Little Rock, State: Arkansas) and 'Contact' (Phone No.: 548-632-7795, Mobile Phone No., Email: sales@gemko.com, Home Page). On the right side, there is a photo of a man and a 'Contact Statistics FactBox'.

CONTACT  
CARD



# JOB RESOURCE SCHEDULING

MANAGE PROJECT TIMELINES



## VISUAL JOB SCHEDULER

Set up, track, and view project schedules for both budgeted and non-budgeted jobs

Utilize budgets and job task planning lines to visualize job activities

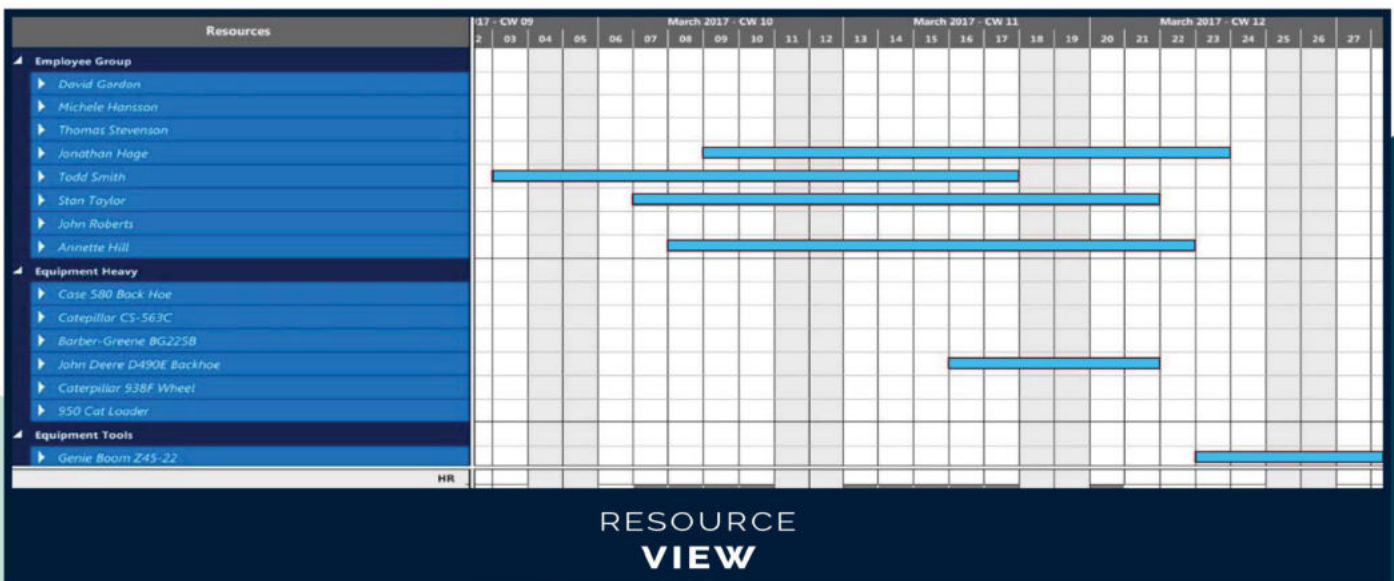
Plan tasks and services by date

See which resources, crews, equipment, and subcontractors are scheduled to which jobs and see the impacts on job deliverables and milestones with changed dates

Easily alter the time frame and order of tasks through predecessor/successor relationships

Analyze pre-defined reports i.e. Detailed Schedule and Summary Schedule

Create Job Payroll Entries from Posted Job Transactions for Payroll Services



# FINANCIAL MANAGEMENT

FINANCES MADE EASY

## GENERAL LEDGER

Template module includes all the basic functionality necessary for setting up a company and posting to the general ledger, chart of accounts, general journals, VAT facilities, recurring journals, and source codes

Allocate entries to combinations of accounts, departments, and projects based on amount, percentage, or quantity

## ACCOUNT SCHEDULES

Extract the most essential business data from the chart of accounts, budgets, cash flow accounts and cost types into financial reports to monitor the health of the business and ease decision making

## BUDGETS

Set up deferral templates that automate the process of deferring revenues and expenses over a pre-defined schedule

## DEFERRALS

Manage cycle counting, a basic method of verifying inventory record data used to maintain and increase inventory accuracy

## INTERCOMPANY POSTINGS

Manage accounting for more than one company in the same posting process, send documents to partner companies


## CASH MANAGEMENT


Manage bank account information with multiple currency capability, manage electronic payments and direct debits, reconcile incoming and outgoing bank transactions, generate computer printed checks, and reconcile bank statement data automatically

### Role Center - Accounting Manager


Activities


**Payments**

 9  
Overdue Sales Documents


 12  
Purchase Invoices Due Today


**Document Approvals**

 0  
POs Pending Approval


 0  
SOs Pending Approval


**Cash Management**

 0  
Bank Acc. Reconciliations t...

 1  
Deposits to Post

**Incoming Documents**

 0  
New Incoming Documents

 0  
Approved Incoming Docu...

Edit Cash Receipt Journal  
New Sales Credit Memo  
Edit Payment Journal  
New Purchase Credit Memo

Create Reminders...  
Create Finance Charge Memos...  
Edit Purchase Journal

New Deposit  
New Bank Reconciliation

View Incoming Documents

ROLE CENTER



## CASH FLOW FORECAST

Predict how a company's liquidity—cash and other treasury positions—will evolve over time, consisting of cash receipts and cash disbursements

## ADVANCED DIMENSIONS

Establish an unlimited number of reporting dimensions with the capability to establish rules for validations (e.g. combinations) that increase the reliability of outputs based on those dimensions

## FIXED ASSETS

Keep track of fixed assets such as buildings, machinery, and equipment and stay updated with various fixed-asset transactions: acquisitions, depreciation, write-downs, appreciation, and disposal

# RECEIVABLE

MANAGING SALES & RECEIVABLES

## BASIC RECEIVABLES

Post sales transactions in journals and manage receivables; register customers and manage receivables using general journals with the capability for multiple currencies for each customer

## ALTERNATIVE SHIP-TOS

Set up multiple ship-to addresses to accommodate customers that have more than one site to which orders can be shipped

Monitor resource usage to get a complete overview of your availability and costs for each resource

## SALES TAX

Calculate Sales Tax and Use Tax and set up individual tax areas for each customer and vendor

## SALES RETURN ORDER MANAGEMENT

Create sales return orders to compensate a customer for wrong or damaged items

## SALES ORDER MANAGEMENT

Manage sales quotes, blanket sales orders, and sales order processes including shipments and deliveries

Ship and invoice separately, manage partial shipments, and create prepayment invoices for sales orders

**1006 - Wal-Mart Corp.**

**General**

Customer: Wal-Mart Corp. Requested Delivery Date: 12/28/2017  
 Contact: Matthew Sedore External Document No.: 000000  
 Posting Date: 12/28/2017 Job No.: 000000  
 Order No.: 12/28/2017 Status: Open  
 Due Date: 12/28/2017

Type	No.	Qty	Unit	Description	Location	Quantity	Reserved	Unit of Measure	Unit Price	Ext. Price	Tax Group	Tax Base Amount	Low Amount	Ext. Tax	Amount	Rate
Item	170000	5000	EA	HP LaserJet Laser		5000		EA	349.00	1,745,000		1,745,000	1,745,000	1,745,000	1,745,000	100
Item	08-20-100	5000	EA	2010 HP LaserJet Laser		5000		EA	229.00	1,145,000		1,145,000	1,145,000	1,145,000	1,145,000	100
Item	0802200	5000	EA	2010 HP LaserJet Laser		5000		EA	369.00	1,845,000		1,845,000	1,845,000	1,845,000	1,845,000	100

Subtotal: 1,745,000 Total Ext. Tax: 1,745,000  
 No. Discount Amount: 0.00 Total Tax: 1,745,000  
 Invoice Discount %: 0.00 Total Tax: 1,745,000

**SALES ORDER**

**103032 - The Cannon Group PLC**

**General**

No.: 103032 Quote No.: 1001  
 Customer: The Cannon Group PLC Order No.:  
 Sell-to Address: 192 Market Square Pre-Assigned No.: 1004  
 Address 2:  
 City: Atlanta External Document No.:  
 State: GA Salesperson Code: PS  
 ZIP Code: 31772 Responsibility Center: BIRMINGHAM  
 Contact No.: CT000008 No. Printed: p  
 Contact: Mr. Andy Teal Canceled: No  
 Document Date: 01/25/2018 Corrective: No  
 Posting Date: 01/25/2018 Closed: No  
 Due Date: 02/25/2018

**Work Description**

This field is of the unlimited length. Technically speaking its getting stored in a text variable which is of unlimited length now. After we move out of this field it actually get stored in a BLOB Field with ID 200 (Work Description) and then get posted with the document.

**SALES INVOICE**

# SERVICES

SIMPLIFY TIME ENTRY

## DAILY ENTRY

Mobile time entry capability

Post labor to jobs on a daily basis from Job Journals or Time Sheets

Create Job Payroll Entries from Posted Job Transactions for Payroll Services

## PAYROLL APPROVAL

Managers approve employee time entries before processing

## MANAGE WAGES

Establish wages and benefits by job and skill where the employee will automatically be paid the higher of "Home Wage rate" or "Job Wage rate", and include benefit differentials as well

Supports certified payroll (Davis- Bacon Prevailing Wages)

## ADDITIONAL COSTS TO JOBS

Create Burden for labor posted to jobs – such as: Taxes, Insurances, other burdens

## PAYROLL SERVICES

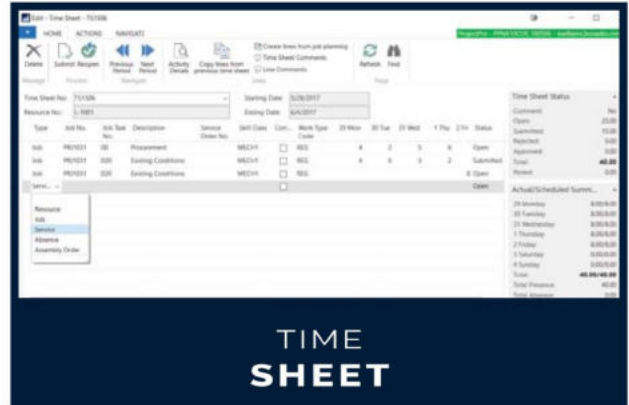
Choose between an internal payroll option or integration with a payroll service: ADP®, Paychex®, Kenek®, Paylocity®, and NAV Payroll

Integrates with HCM (Payroll) Serenic and PayMate (Clarity)

Import processed Weekly Payroll Register back in to ProjectPro for "Certified Payroll Reports"

## ADVANCED LABOR REPORTS

Create easy reports e.g. Payroll Prooflist, Payroll Test Report, and Certified Payroll Report (WH-347)



Batch Name: DEFAULT

Export Status	Export Date/Time	Document No.	Work Date	Employee No.	Name	Job No.	Shift	D/E Type	D/E Code	Rate	Hours	Amount
Exported	07/26/16 02:...	PRL150501	5/1/2015	L-1002	Penny Decker	PRJ1021		Earning	E	27	20	540.00
Exported	07/26/16 02:...	PRL150501	5/1/2015	L-1002	Penny Decker	PRJ1021		Earning	E	35	20	700.00
Exported	07/26/16 02:...	PRL150501	5/1/2015	L-1008	Stan Taylor	PRJ1021		Earning	E	27	30	810.00
Exported	07/26/16 02:...	PRL150501	5/1/2015	L-1008	Stan Taylor	PRJ1021		Earning	E	35	10	350.00
Exported	07/26/16 02:...	PRL150501	5/1/2015	L-1007	Todd Smith	PRJ1021		Earning	E	24.5	8	196.00
Exported	07/26/16 02:...	PRL150501	5/1/2015	L-1007	Todd Smith	PRJ1021		Earning	E	36.75	2	73.50

## PAYROLL ACCOUNTS

# TIME & MATERIALS

MONITOR TIMELINES & HANDLE RESOURCES

**PRJ1013 - Electrical Repairs T&M**

**Job Info.**

No.: PRJ1013  
 Description: Electrical Repairs T&M  
 Bill-to Customer No.: 10002  
 Bill-to Customer Name: Skinner Glass  
 Bill-to Contact No.: 5016  
 Salesperson Code: BAKER  
 Salesperson Name: Robert Baker  
 Contract No.: 546452  
 Contract Date: 12/12/2017  
 Contract For: All Electrical Panels Repaired in Bldg #5  
 Contract Type: Time and Material  
 Contract Sell Price: 0.00  
 Customer PO Number: PO54745  
 Use Job Material Planning:   
 Job Est. Start Date: 12/15/2017

Job Est. Completion Date: 1/31/2018  
 Job Contact: Ralph Johnson  
 Job Class: Master Job  
 Sub-Level to Job No.:  
 Manager: L-1001  
 Manager Name: David Gordon  
 Estimator: L-1003  
 Estimator Name: Mary Johnson  
 Default Job Retention: 0.00  
 Manager Job Status: Running  
 Job Status Date: 12/15/2017  
 WIP Method: POC

**General**

**Tasks**

Line	Job Task No.	Description	Job Task Type	Start Date	End Date
00		<b>Procurement &amp; Contracting</b>	Begin-Total		
	16-16050	Basic Electrical Mate & Method	Posting		
	16-16200	Electrical Power	Posting		
	<b>TOTAL</b>	<b>Totals</b>	End-Total		

Constants/Manager  
 Prepayment  
 Projections

**Edit - Job Cost Category Prices**

Job Cost Category Prices

Job No.	Cost Category Code	Description	Markup %
PRJ1013	EQP	EQP	20.00
PRJ1013	LAB	LAB	30.00
PRJ1013	MAT	MAT	25.00
PRJ1013	MIS	MIS	10.00
PRJ1013	SUB	SUB	15.00

**TIME & MATERIALS WORKSHEET**

## TRACK & MARK UP EXPENSES

Mark up job expenses by job, customer, or company by labor, material, subcontracts, equipment, excess burden, etc.

Define custom markups by percentage, a fixed rate, additional amounts, and more...

Ensures accurate data and reduces company error

## JOB TIME AND MATERIAL BILLINGS

Generates time and material invoices as needed

# PAYABLE

## JOB PURCHASING & MANAGEMENT

### BASIC PAYABLES

Set up and maintain a vendor table, post purchase transactions in a journal, manage payables, and generate vendor ledger entries using general journals

### PURCHASE ORDERS

Facilitates purchases by integrating an enhanced payment process (through subcontracts, pay-when-paid, and change order transactions) with order and invoice forms availability and costs for each resource

### PURCHASE INVOICING

Create, post, and print vendor purchase invoices and purchase credit memos

### AGED PAYABLE REPORTING WITH RETENTION

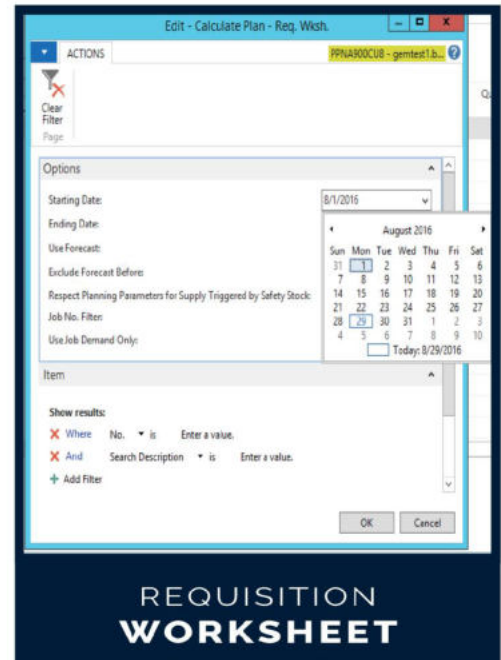
Enhanced retention of tracking and accounting services

### PURCHASE RETURN ORDER MANAGEMENT

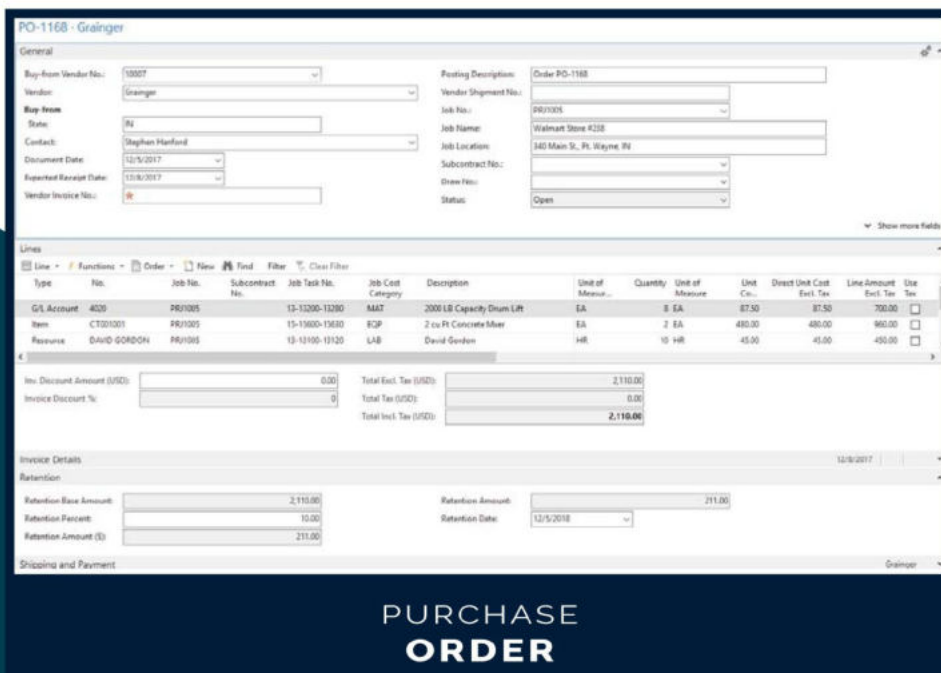
Create a return order for wrong/damaged items

### REQUISITION MANAGEMENT

Generate optimal suggestions for replenishing inventory through purchases and transfers based on the item's current and future demand and availability



## REQUISITION WORKSHEET



### PURCHASE ORDER MANAGEMENT

Manage purchase quotes, blanket orders, purchase order processes, partial receipts, resources, and job specific purchases as well as create prepayment invoices

### DROP SHIPMENTS

Handle order shipments directly from the vendor to the customer without having to physically stock items in your inventory while still keeping track of order costs and profit

### ALTERNATIVE ORDER ADDRESSES

Set up multiple addresses to manage orders from vendors that have more than one site from which they ship orders

## PURCHASE ORDER

# JOB PROGRESS BILLINGS

MONITOR JOB COSTS & PAYMENTS

## PROGRESS BILLINGS CALCULATIONS

Bill customers based on progress of a project, by either percentage, units, or lump sum for each contract line

## PROGRESS BILLING VERSIONS

Easily change or reverse progress billings and their impact on job, financials, and customer billings

## PROGRESS BILLINGS REPORTS

Generic Progress Billing by Schedule of Value (Contract) – Bill by %, Work Units, Lump Sum \$

AIA G702 Progress Billing (American Institute of Architects) Document

AIA G703 Progress Billing – Continue Progress Billing continuous detail sheet

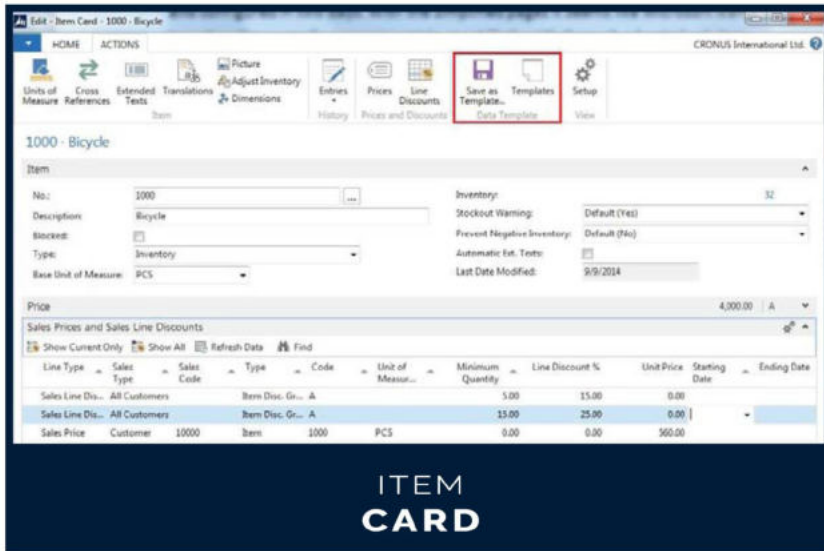
APPLICATION AND CERTIFICATE FOR PAYMENT		AIA DOCUMENT G702		10/4 12/1/2017
TO OWNER:	PROJECT: Wal-Mart 3953 Ridgeway Ave. Houston, 54213 TX	APPLICATION NO: PRJ1005-1 PERIOD TO: 5/25/2016 PROJECT NOS.:	Distribution to: <input type="checkbox"/> OWNER <input type="checkbox"/> ARCHITECT <input type="checkbox"/> CONTRACTOR <input type="checkbox"/>	
FROM CONTRACTOR: Cronus Construction 100 Corporate Pkwy 14226 Amherst NY	VIA ARCHITECT:	CONTRACT DATE: 4/1/2009		
CONTRACT FOR:				
<b>CONTRACTOR'S APPLICATION FOR PAYMENT</b>			The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.	
Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.				
1. ORIGINAL CONTRACT SUM		719,000.00	CONTRACTOR: Cronus Construction By: _____ Date: _____	
2. Net change by Change Orders		0.00	State of: _____ County of: _____ Subscribed and sworn to before me this _____ day of _____	
3. CONTRACT SUM TO DATE		719,000.00	Notary Public: My Commission expires: _____	
4. TOTAL COMPLETED & STORED TO DATE		94,750.00	<b>ARCHITECT'S CERTIFICATE FOR PAYMENT</b>	
5. RETAINAGE:			In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.	
a. 10% of Completed Work		9,475.00	<b>AMOUNT CERTIFIED</b> 85,275.00	
b. 10% of Stored Material			(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)	
Total Retainage		9,475.00	ARCHITECT: _____ Date: _____	
6. TOTAL EARNED LESS RETAINAGE		85,275.00	By: _____ This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.	
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT		0.00		
8. CURRENT PAYMENT DUE		85,275.00		
9. BALANCE TO FINISH, INCLUDING RETAINAGE		633,725.00		
CHANGE ORDER SUMMARY				
Total changes approved in previous months by owner		ADDITIONS	DEDUCTIONS	
Total approved this month				
TOTALS				
NET CHANGES by Change Order				

CONTINUATION SHEET		AIA DOCUMENT G703		PAGE 2					
AIA Document G703, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.			APPLICATION NO.: PRJ1005-1						
In tabulations below, amounts are stated to the nearest dollar.			APPLICATION DATE: 5/25/2016						
Use Column I on Contacts where variable retainage for line items may apply.			PERIOD TO: 5/25/2016						
			ARCHITECT'S PROJECT NO.:						
A	B	C	D	E	F	G	H	I	
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED	TOTAL COMPLETED AND STORED TO DATE	%	BALANCE TO FINISH	RETAINAGE
			FROM PREVIOUS APPLICATION	THIS PERIOD					
1	Site Work	125,000.00	0.00	68,750.00	0.00	68,750.00	55	56,250.00	8,875.00
2	Foundation	90,000.00	0.00	18,000.00	0.00	18,000.00	20	72,000.00	1,800.00
3	Structural	80,000.00	0.00	8,000.00	0.00	8,000.00	10	72,000.00	800.00
4	Shell and Roof System	82,000.00	0.00	0.00	0.00	0.00	0	82,000.00	0.00
5	Interior Construction	200,000.00	0.00	0.00	0.00	0.00	0	200,000.00	0.00
6	Lighting and Equipment	182,000.00	0.00	0.00	0.00	0.00	0	182,000.00	0.00
		719,000.00	0.00	94,750.00	0.00	94,750.00		824,250.00	9,475.00

## PROGRESS BILLINGS REPORT

# INVENTORY & EQUIPMENT

TRACK & LOCATE ALL ITEMS



## INVENTORY

Set up items that you carry in your stock and specify their unit of measures, costing method, inventory posting group, unit cost and price and other properties

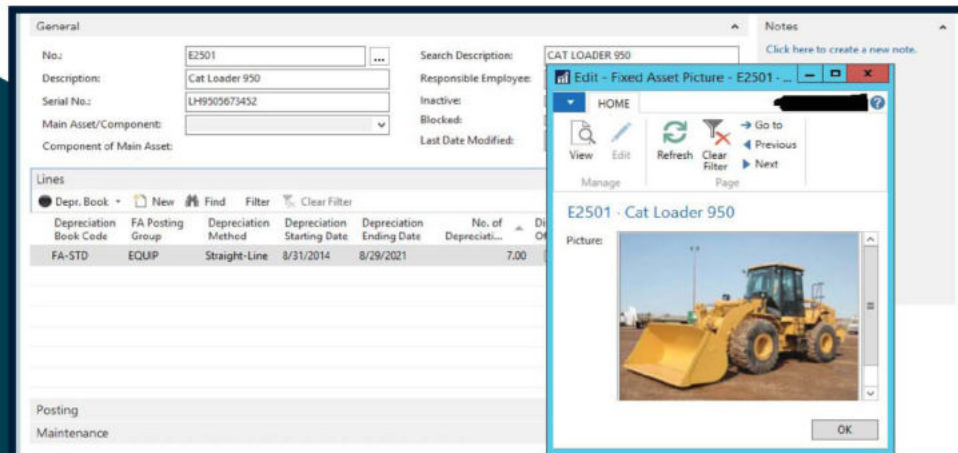
View sales dynamics, analyze inventory turnover, evaluate customer buying behavior, spot trends, and reconsider product offerings, prices, and vendors to make informed business decisions

## ITEM CHARGES

Include the value of additional cost components such as freight or insurance into the unit cost or unit price of an item

## REQUISITION WORKSHEET

Calculate inventory required for min/max, sales orders, manufacturing, jobs and services



## FIXED ASSET CARD

## NONSTOCK ITEMS

Offer items to customers that are not part of your regular inventory but that you can order from the vendor or manufacturer on a one-off basis

## ITEM CROSS REFERENCES

Quickly and precisely identify the items a customer is ordering on the basis of item numbers other than your own

## BIN ASSIGNMENT

Organize your warehouse by assigning items to bins, the smallest unit in the warehouse logical structure

## CYCLE COUNTING

Manage cycle counting, a basic method of verifying inventory record data used to maintain and increase inventory accuracy

## ITEM BUDGETS

Make sales and purchase budgets on customer, vendor, and item levels, and in both amounts and quantities

## ALTERNATIVE VENDORS

Manage purchase of the same item from several different vendors by associating price, discount, & delivery agreements for that item specific to each vendor

## ITEM SUBSTITUTIONS

Link items with the same or similar characteristics so that if a customer orders an item that is unavailable, you can offer substitute items and avoid losing the sale

## CAPACITY MANAGEMENT

Plan and manage capacity and sales usage statistics and profitability of resources, while monitoring resource usage to get a complete overview of your availability and costs for each resource

## ITEM TRACKING

Manage and track serial and lot numbers, assigned either manually or automatically

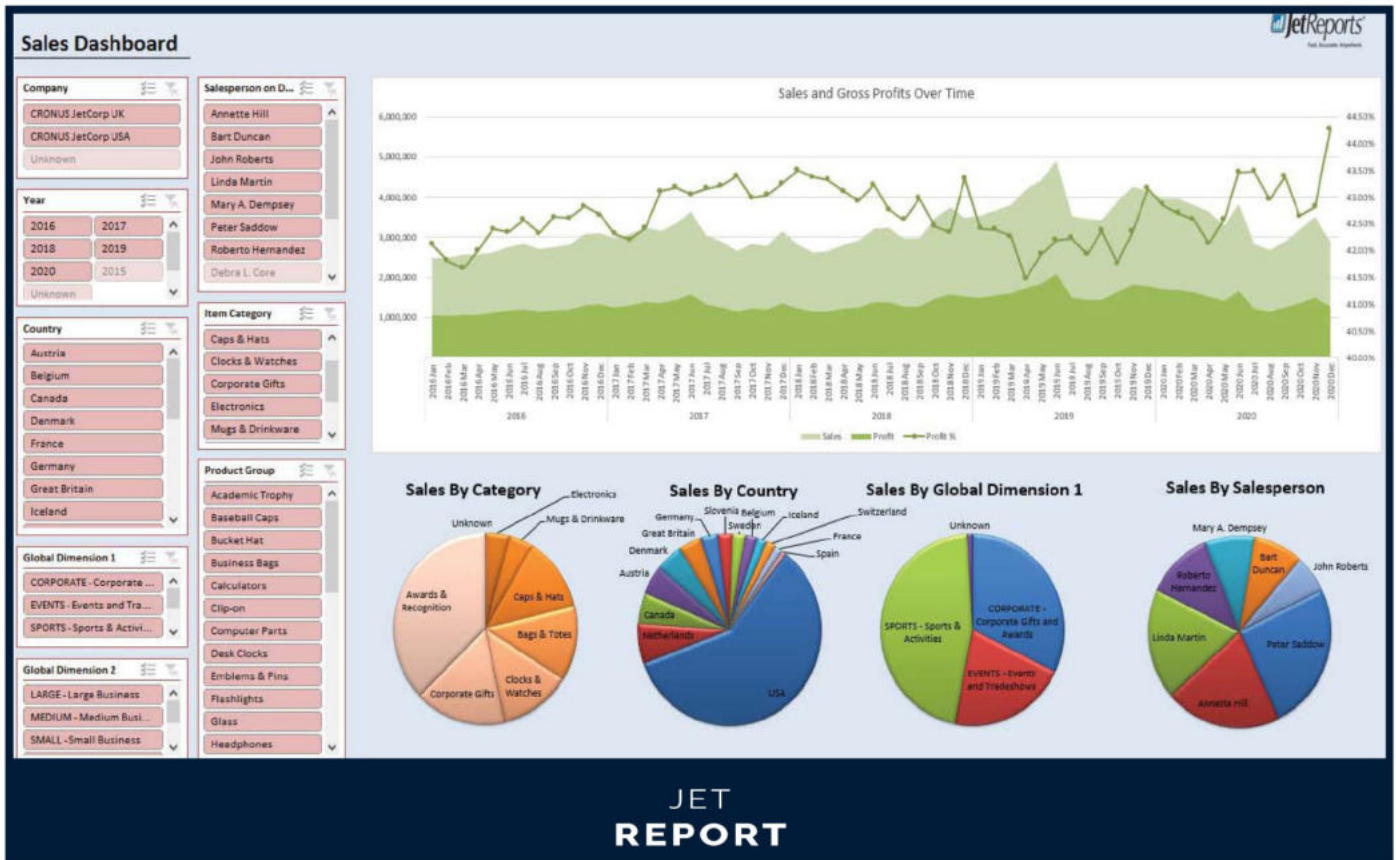
## STANDARD COST WORKSHEET

Maintain accurate and up-to-date, inventory costs in the same way as you'd use an Excel spreadsheet



# REPORTS

VISUALIZE YOUR DATA



## REPORT CREATION

Simplified way to create basic reports and business queries inside Excel based on real time data

Specific core features like the Table Builder, GL Reporting, Key Report templates, and more

Allows for simplified integration of data into reports

# DOCUMENT CAPTURE & ROUTING

CONSOLIDATE YOUR WORKFLOW



## CONTINIA ELECTRONIC FILING CABINET CAPABILITIES

Automatic analysis of data captured from scanned images

Predefined document templates automatically enter data into the correct fields in Microsoft Dynamics NAV

## MATCH PURCHASE ORDERS

Advanced features match purchase invoices with existing purchase orders

## SALES ORDERS

Define new document types and fields that are relevant to your business

## DRAG-AND-DROP

Attach any file or email to any record in NAV

## FULL-TEXT SEARCH

PDF files are fully indexed allowing full-text searches through all document data

## CAPABILITIES

Streamline and automate every step of daily document handling - from receiving and registering a document, to approval, posting and ultimately retrieving previously processed documents from the digital archive:

- Automated Data-Capture
- Invoice Processing & Management
- Approval Workflows for Everyone
- Access Documents from Everywhere

# FIELD MOBILE SOLUTIONS

LIVE DATA AT YOUR FINGERTIPS

## ANVEO

Offline capability & Independent of the network coverage

Support your service technician in their daily work: easy access to all important data, such as service orders, service products and customers from Dynamics NAV to your tablet PC or smartphone

## AT CUSTOMER SITE

Time Entry, Service Item Details, Service Tasks and Dictionaries, Take a Photo, Add Items, Finish Service Order

## READY TO USE

Work Offline, Synchronization, Print Service Report, write e-mails, make phone calls, use navigation and capture photos

Use the camera of your mobile device as a barcode or QR scanner to capture items based on their barcodes

## ANVEO SERVICE ORDERS

Create a service order in Dynamics NAV and send it to your service technician

## PHONE, COMPUTER, OR TABLET ACCESSIBILITY

Access to data from any mobile device - Available for IOS, Android, and Windows

Mobile ERP allows work on the go or at home

Real-Time data helps you stay on top of your projects



# TRAINING

CONSTANT SUPPORT & INCLUSIVE TRAINING

## PLAN, IMPLEMENT, ONGOING SUPPORT

Work with our team to plan a timeline for implementation, choose how and where to train your employees on the software, and utilize extended software support

## MICROSOFT DYNAMICS NAV & PROJECTPRO PROFESSIONALS

Our experienced professionals will be available to your business for the complete implementation of your solution

## ONLINE TRAINING

View both live and pre-recorded web seminar videos allows for remote access to training material

## ON-SITE TRAINING / OUR-SITE TRAINING

A trained ProjectPro professional will come to your location to train your staff or send your staff to our office location for the full training program

## WEB BASED SUPPORT

Log onto our website anytime to look up frequently asked questions

## TELEPHONE SUPPORT

Speak to one of our software technicians for live support and troubleshooting



HANDS ON  
**TRAINING**

**ADDRESS**

1250 Pittsford-Victor Road  
Ste 190, Pittsford, NY 14534

**ONLINE**

W: [www.projectpro365.com](http://www.projectpro365.com)

E: [sales@projectpro365.com](mailto:sales@projectpro365.com)

**CALL US**

P: +1 647 696 4534

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