



Time Management

Capture time for employees, contractors, and resources. Team leaders can record time for crews with a single click. Service technicians and shop floor workers can use the integrated time to clock in and clock out when performing tasks. Time is automatically synced to connected apps for improved payroll and budgeting.

- **Native time capture for projects, payroll and finance**
- **Embedded connections to project accounting, construction, service, and manufacturing**
- **Configurable approvals workflow**

Key business benefits

- Connect to project accounting, construction, service, manufacturing, and payroll.
- Enter and approve time through a secure browser or the mobile app.
- Automated alerts notify managers of new time activities to approve.
- Time entries flow through to project costing and billing.
- Mark time entries for certified jobs, identify union local details and work class compensation codes.

Related resources

- Beat the Labor Shortage with Acumatica > [LEARN MORE](#)
- How Organizations Grow with Acumatica > [LEARN MORE](#)
- Schedule a Personalized Demo > [LEARN MORE](#)

Time for Projects, Service, and Payroll

Time Capture

Easily track time for employees, contractors, and resources from any device. Clock in and out, start or pause timers, and link time directly to project tasks and payroll. Real-time, unified time entry across your organization reduces errors, supports compliance, and frees your teams to focus on high-value work. Flexible options adapt to any workflow, improving efficiency and minimizing manual effort.

Approvals Workflow

Streamline timecard approvals with dynamic routing and instant alerts on any device. Automated notifications, flexible multi-manager workflows, and transparent tracking accelerate payroll, ensure timely billing, and support compliance. Simplified approvals help your teams save time and foster accountability across the organization.

Connected Applications

When used with Project Accounting, Time Management activities post to projects to account for costs and expenses. Time activities can be applied to construction, service management, manufacturing, and Acumatica Payroll, and can be integrated with external HR applications.

“In the old system, technicians wrote their time on paper and the admins would have to key the time entries into the system, but that information didn’t flow to job costing...With Acumatica, it just flows through the system faster, in real time, it’s controlled and much easier to use.”

–Brian Rowerdink, Controller, Security Solutions

> CUSTOMER STORIES

Time Entry

Give your field teams simple, effective tools to track time on any mobile device. Workers log hours quickly by selecting from a list of active jobs for easy clock-in options with persistent timers, and fast job switching. Users can easily start, pause, resume, and stop timers linked to specific project tasks, allowing precise real-time tracking of work, breaks, and travel time. Smart cost code defaults help prevent entry errors and keep labor costs accurate. Managers can review and approve time, so projects stay on schedule and operations run smoothly. This data directly aids project costing, payroll, and billing, ensuring accuracy and efficiency.

Approvals Workflow

Configure workflows to notify project managers or supervisors when time activities require their review. Project managers and supervisors can edit, approve, or reject time activities from a browser or mobile app. Workflows support multiple approval levels based on the employee or tasks performed. Approvals may be configured based on the employee, project, or other time activity detail. Notify employees when time activities are rejected or approved.

Construction

Track time spent on projects accurately. With Weekly Crew Time Entry, construction companies can enter work hours by the team, reducing order entry time and errors.

Service Management

Easily capture travel time, break time, and work time. Enter your individual time or for your entire crew.

Project Accounting

Time entry flows through to project accounting for costs and expenses related to projects or specific project tasks. Time activities are marked billable or non-billable. Billable activities can be marked-up depending on the project, task, employee, or activity being performed. Post updated project costs from within Time Management instead of waiting until after payroll has been processed. Bill time in the customer's currency of choice.

Acumatica Payroll

Time entries can be defined for use with certified jobs and union locals with the capability to use work class compensation codes required for construction.

Manufacturing

Manufacturers can create time activities from the labor collection application.

External Applications

Integrate time activities with external applications, such as human resources and workforce management.

ABOUT ACUMATICA

Acumatica Cloud ERP is a comprehensive business management solution that was born in the cloud and built for more connected, collaborative ways of working. Designed explicitly to enable small and mid-market companies to thrive in today's digital economy, Acumatica's flexible solution, customer-friendly business practices, and industry-specific functionality help growing businesses adapt to fast-moving markets and take control of their future.

For more information on Acumatica, visit www.acumatica.com or follow us on [LinkedIn](#).

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