# Web Business Manager

RCS Web Business Manager 100 % web-based and integrated with different ERP systems.

RCS Web Business Manager, (RCS WBM) is a simple and effective system to record the time and resources required to perform actions and tasks in your business. It gives a quick overview of the individual case progress and economy, while saving the company time and money.

Problem

Invoicing the time done in the field - Many do not know how to find the answer, and usually it is a big administrative task to engage in. It results to avoid this burden, though deep down they can improve the bottom line significantly.

Time tracking – Employees do not have easy access to a system where they can register their hours worked, despite it meaning that you will not get to exploit its resources fully and get paid for all the hours spent on a project.

Access 24/7 via the Internet regardless of location - The market offers many systems, which must be installed on your computer. That means that all of the data has to be at the office, making mobile solutions much harder to implement and integrate.

Solution

RCS WBM allows quick overview of all business cases and projects. This provides an optimal case management, giving results directly to the bottom line. This leads the real time used on a given task or project to be always visible and billed.

The core of Web Business Manager is based on an easy and effective time tracking for each employee. Via a manageable weekly pass, the employee can enter their time spent on individual cases.

RCS WBM is web-based, providing significant benefits for your business. The system does not need to be installed on the employee's machine. It guarantees a non-stop access from the office, at home and right in the field - via a PC, a tablet or your mobile phone with Internet access.
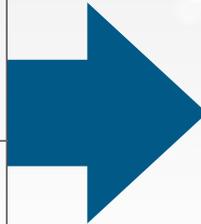
RCS Web Business Manager is available to all your employees, whether they are - sitting in the office or out in the "field". The solution is naturally integrated with different ERP systems, including SAP Business One, Microsoft C5 and XAL. However, it may be also used directly with the built-in billing module.

Features and functions

RCS WBM improves the billing process by tracking the status of the invoice submission process and completion. This system also helps the organization to track the invested time and service from remote employees. Thus, the module suit to many different type of businesses, from architects, engineers, contractors and craftsmen to consulting, advertising agencies, IT companies and municipalities.

Time registration

Transparent timesheet - Via a user-friendly timesheet the employee can easily track time on a case. Timesheet displays a clear overview of all the projects and issues, which are related to the individual employee. Time on a case is recorded with just a few clicks!

More hours will be invoiced - The experience of our customers have shown that the freight charge gets bigger as more hours are recorded on the cases and thus billed. With a proper system, all hours will be recorded and can be quickly documented to the customer.

Invoicing

Print or email invoices - You can invoice directly from the system and setting up of your invoice takes place dynamically. Invoicing can also be automated and connected to your existing ERP system. With a few clicks you can now print or email invoices. Invoices are generated in PDF format and they can also be sent via e-mail to the clients.

Statistics and economy

Report generator - The built-in report generator makes it possible to produce reports across all possible data in the system. Therefore, you can get statistics and economic data served exactly as you wish, for example in PDF, Word or Excel file.

Integration with ERP - Forming the basis for the optimization of internal processes and providing faster overview of the economy RCS WBM module is easily integrated with SAP Business One and Microsoft C5 & XAL, Navision and Dynamics.

Human resources management

Monthly statement - Each employee has a monthly statement showing overtime, remaining vacation time, etc. With two clicks employee can quickly get an overview of how much vacation time off, mileage allowance, he or she is entitled to. Furthermore it is easy generate reports showing each employee's billing rate, time consumption and cases.

Project management

Case level - The system contains both GANTT* planning and budgeting at the level case. You get quick overview of the resources, and the system help you to allocate avaible resources. Improve planning and save administration.

GANTT - Chart or plan showing tasks or projects in a calendar overview planning. The booking and resource planning function is available from the left chart menu. Access to the system is personalized via user login.

Project Name	Start date	Run time	+	26 Jun	27 Jun	28 Jun	29 Jun	30 Jun	01 Jul	02 Jul	03 Jul	04 Jul	05 Jul	06 Jul	07 Jul	08 Jul	09 Jul
2000-000 - Agmar	2016-06-27	552															
2001-000 - SWP	2016-06-27	122															
2001-001 - test	2016-07-06	113															
2001-901 - Test	2016-07-07	112															
2003-900 - test	2016-07-09	1															2003-900 -

Login

- New / other projects
- Time and cost registration
- **Booking- and resource planning**
- Business Partner / Marketing
- Invoicing and termination
- Reporting
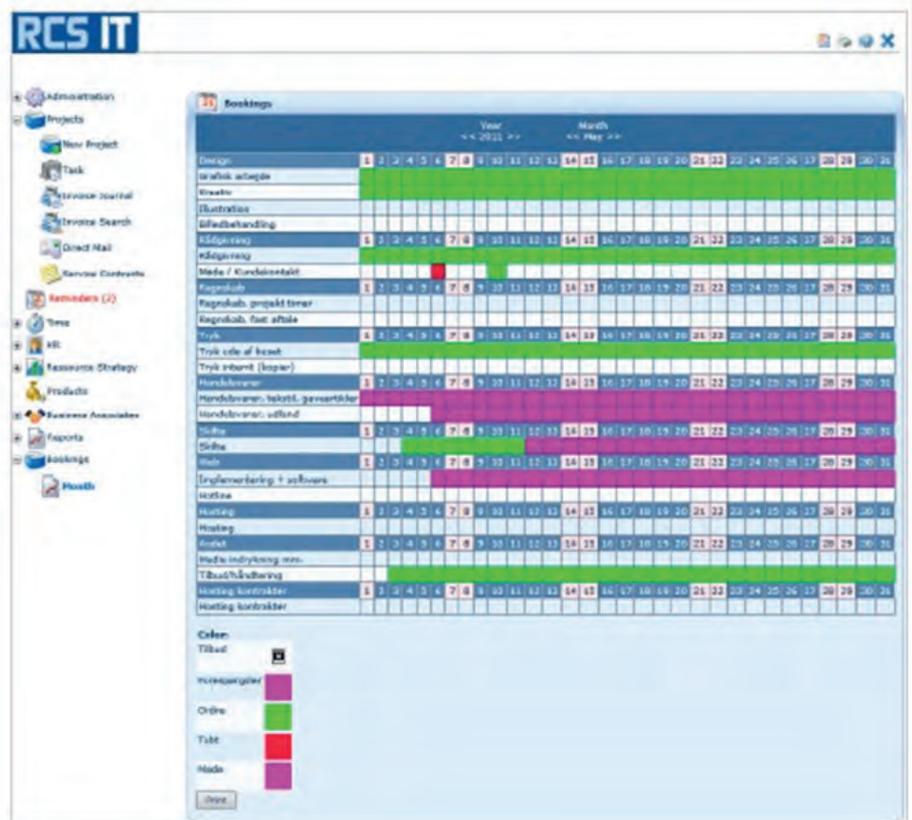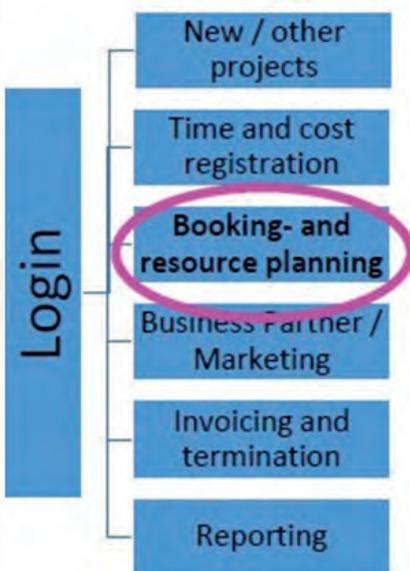
Customer and campaign management

Newsletters and special offers - Distribution of online campaigns in the form of for instance newsletters can quickly be sent to a group of customers and easily grow to campaign letters. Special offers can also be created for individual customer and sent directly via email from the system or printed.

Card Index - RCS WBM includes a comprehensive customer, vendor and item index in which you can create an unlimited number of contacts per. business partner and journalized all important master data.

Marketing Module - All data is in one place and, together with the integrated marketing module, used for many purposes, including mail campaigns, sending of newsletters and emails etc.

Follow up - You can with a few clicks get an overview of the products and services the customer has purchased from your company, and what competing products the customer has. Furthermore, it is possible to create history on communications and campaigns / events on the individual customer, with the possibility of follow-up.

Reports and pipelines

Reports - from the dynamic report can be linked directly to the case where case data and activities may be updated. All reports can, of course, via a printer-friendly version, print, such as lists of contacts, activities and more.

Document management (at project level) - an integration for Office documents and files in any format attached easily individual cases and / or projects that are saved in a defined structure.
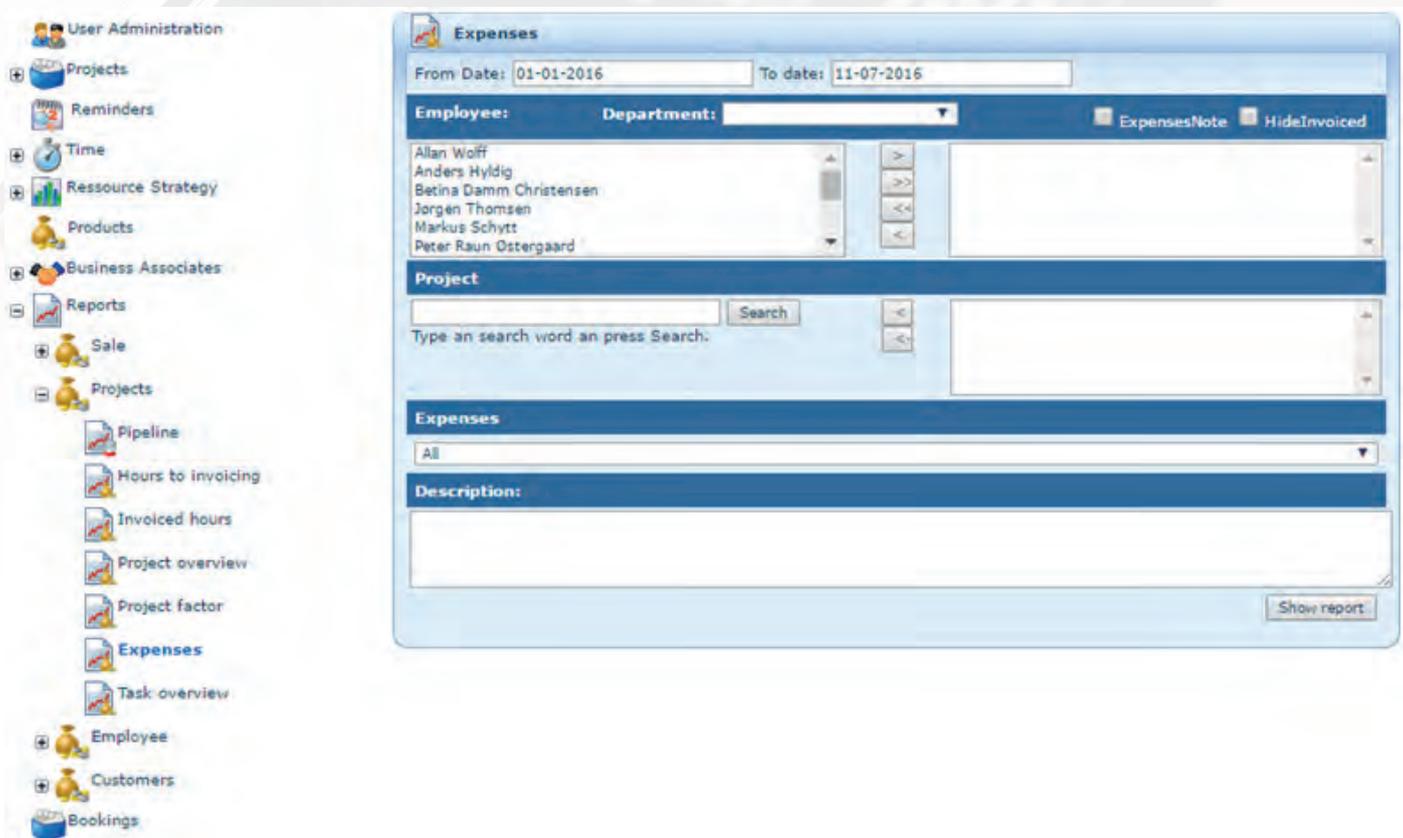
Pipeline - a summary of expected orders are likely in the future. Pipeline provides a quick overview of trends and tasks in the future and makes it easier to plan the company's resources. RCS WBM also controls promotions and is able to follow up on them.

An overview of module functions

The solution manages the time invested by an employee on a particular project. Thus, it can monitor the human cost and status of the profit or loss for the organization. In addition, WBM traces the development of a process through a single system. Therefore, all stakeholders are aware of the project status.

Mainteance

System Requirements - RCS Web Business Manager is 100% web based, so you have access to the system via the Internet and can report the hours on your computer, tablet or mobile phone. The system is easy to maintain and can run on both an external and internal server.

Hosting - We guarantee safe operation 24 hours a day, and we will ensure regular updating of hardware, software and daily backup of the system. You do not have to worry about operation and maintenance. If you want to host the system internally, it requires access to a newer Microsoft Windows Server with Microsoft Internet Information Server installed.

Installation and user training

Installation - We install and configure the solution based on business requirements and desires, so that the employees can easily and quickly get started with registration. Immediately after installation will receive a link that gives you access to the system where you enter your username and password.

Administrator training - through all the functions of the system and makes the new administrator able to make changes and ongoing maintenance of the system.

User training - provides employees with the skills needed for the daily use of the system.

A completely integrated solution

RCS IT's Web Business Manager is a fully integrated solution, which helps you control all of your projects, with an intensive and comprehensive project manager. In the project manager, you are able to both administrate projects, but also follow up on in-voices or deadlines. At the same time Web Business Manager, can help your co-workers register their time spent on a project. They can also use Web Business Manager for other intentions, such as a week plan, vacation plan and they can use it to register their sick days. RCS WBM is a solution, which is developed to be part of your day-to-day work. With this solution, you will experience administrative and operative tasks to be simplified, making sure that you have more time to focus on your expertise. An example of your project, run with SAP Business One could look like this:
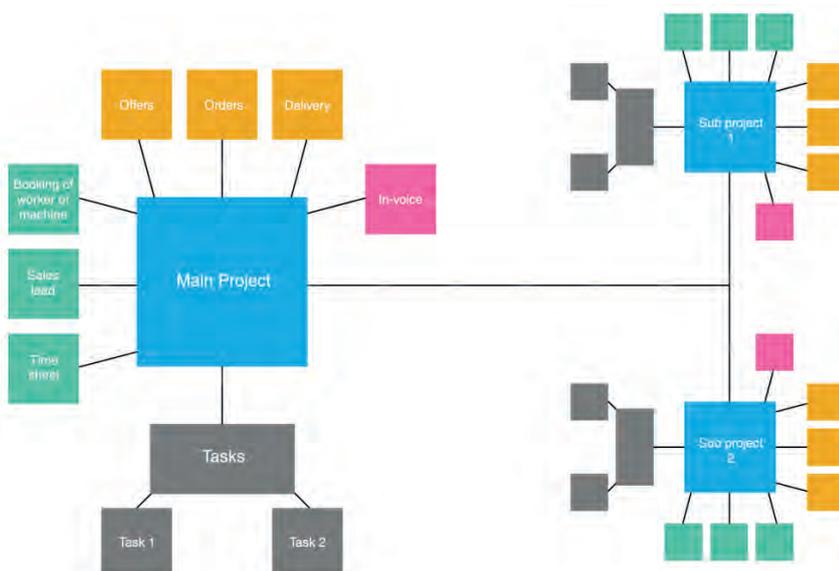
The Executive Board gets:	The project manager gets:
Economic overview of current and completed projects and cases	Economic overview of current and completed projects and cases

Administration gets:	The employee gets:
All data in one place (vs. double registrations)	Quickly complete the recording of hours, driving, expenses, vacations, etc.
There may be invoiced directly from the system because the individual employee and the supervisor have already entered the relevant data on the case	Easily see the overall result of all of its records
The individual manager has access to the system's dynamic reports (vs. preparing reports manually)	The individual manager has access to the system's dynamic reports (vs. preparing reports manually)
	Far less hassle to manage holidays, time off, mileage allowance

RCS IT specializes in providing value-added and fully integrated software solutions for small and medium businesses. Solutions that increase the efficiency of your business and gives you a better overview of your business. RCS IT advises personally and offers unique customized solutions as well as standard solutions that meet your business needs.