PASTEL | ACCOUNTING

SAGE PASTEL TIME & BILLING MODULE

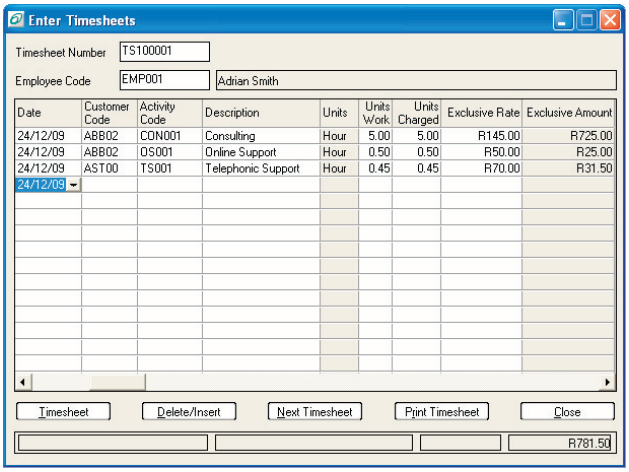
[The Pastel Time & Billing module allows users to bill your employees' time to customers. You can fill out timesheets for employees and charge customers via activities. Simply create activities which are the services you sell to your customers, enter these activities per employee on timesheets and create customer invoices from the timesheets.]

This module is useful in any environment where consultants bill chargeable hours to customers. It allows you to analyse staff productivity through standard reports, and run exception reports for rates that vary from the default rate.

[Some of the features include:]

- Chargeable and non-chargeable activity codes.
- Linking activities to employees.
- Ability to enter timesheets per employee and per customer.
- Creation of invoices from timesheets.
- Use of cost codes to allocate costs and revenues to areas such as jobs, sales people, departments or any other grouping allowing you to track costs or revenues.
- The option to force cost codes on timesheets.

This screen illustrates how activity codes per customer can be entered on the timesheet.



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