



Ajera Mobile Timesheets

Track your time on your terms

Nearly every AE firm faces the challenge of getting timesheets in on time. Axiom has helped to address this problem with Ajera Mobile Timesheets. There are many situations that cause delays in time entry. The most common is simply being away from the office and the tools necessary to record your efforts. Ajera Mobile Timesheets make this problem a thing of the past by moving your timesheet from the shackles of your desk to the freedom of your mobile phone or tablet.

Key Features

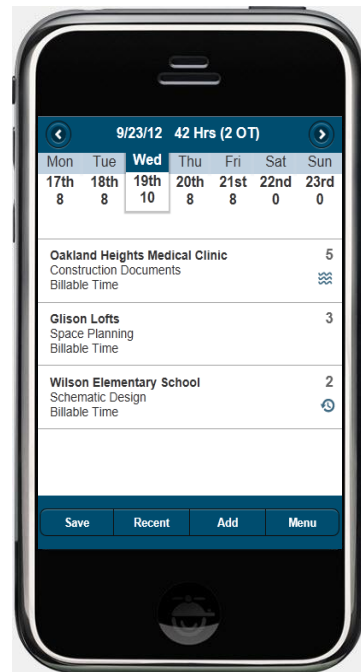
- Experience the same ease of use as Ajera's desktop timesheet
- Easily copy recent time entries from the recent projects list
- No iPhone? No worries. Ajera Mobile Timesheets are device independent
- Notes for rejected time facilitate communication and ensure timesheet corrections can be made quickly and easily
- No installation necessary, all you need is a link to the mobile timesheet

Easy Time Entry

Start by entering the web address for Ajera Mobile Timesheets into the phone's web browser. After entering login information, a timesheet for the week will appear. Full search capability makes it easy to find the right project and record time. After all the time is entered for the week, all that's left to do is press the submit button from the menu screen and get back to doing the high quality work that matters most.

Copying Time

Replicating a previous timesheet ensures that those common tasks don't become common inconveniences. Simply select the recent button and choose past time entries from the list. Then enter the hours worked, select ok, and the time is recorded.



Select Items	
Friday	9/21/2012
Glison Lofts Space Planning Billable Time Project Manager	
Thursday	9/20/2012
Wilson Elementary School Schematic Design Project Management Project Manager	
Wednesday	9/19/2012
Oakland Heights Medical Clinic Construction Documents Billable Time Project Manager	
Tuesday	9/18/2012
Highland Shopping Center Architectural Project Management Project Manager	
Cancel	Select Items

Timesheet Corrections

When time entry mistakes are made, it's best to correct them before they become a distant memory. Ajera Mobile Timesheets make this easy by displaying an icon identifying the rejected timesheet. If more information is necessary to make the correction, administrators can include notes explaining why the time has been rejected, improving departmental communication and streamlining the billing review process.

Simple Deployment

Get the power of Ajera Mobile Timesheets into the hands of your employees by simply emailing them a link. After Ajera is configured for web access, just share a link to the mobile timesheet webpage with everyone and they can begin entering their timesheets anytime, anywhere.