MANAGING PROJECTS EFFICIENTLY

through uniform project data from planning
and management to analysis:
- a comprehensive, integrated system
- mobile data access
- cost transparency

Product in brief
ProjectManagement
based on SAP® Business One
for Professional Services

ProjectManagement based on SAP Business One is an affordable industry solution for small and midsize businesses of the professional services industry. The solution helps you to manage your entire business by integrating all critical business functions, from business partner data management, opportunity management, accounting, financials, service and travel expenses entry to up-to-date project analyses. Maintenance of the set up systems is possible via the Internet. Moreover all project team members have the option to access the project data with mobile applications.

Are you a decision manager of a midsize professional services company and wish for a better transparency and a simplified information retrieval? Do you need an IT system that supports your entire business processes? Would you like to increase the efficiency of projects and automate or accelerate internal workflows?

Then many reasons speak for ProjectManagement based on SAP Business One:

- ProjectManagement caters for the entire workflow of small and midsize professional services companies: from sales, purchasing, accounting and financials to service and project management.

- **Business Partner Master Data:** Information on business partners is stored only once in the system and is available to all employees. Many master data are used automatically, for example in documents.

- **Project Calculation:** ProjectManagement helps you calculating and creating project budgets. You can also compare real costs with budgets at any time.

- **Project Management:** The solution enables an effective planning of resources and resource pools with display of the available capacity and allows tracking the resource costs and the used resources.

- **Service and Travel Expenses Entry:** Project-related working hours and travel expenses can be captured in the system via the Internet or per smartphone.

- **Project Controlling:** Up-to-the-minute project analyses, such as degree of completion, breakeven analysis or KPI are available at the touch of a button and are partially prepared even graphically as a dashboard.

- **Accounting:** Recorded and approved services and travel expenses are invoiced and posted directly by the accounting department through a billing wizard.

- **Mobility:** The Web Client and Mobile Client enable you to access data irrespective of location and time.

- **Maintenance/Service:** The system includes a Support Desk that allows recording maintenance cases. The handling in the Support Desk is documented both by the customer and the employees of the service team.

"Our productivity is so much better that we could absorb 50 % more business without staffing up. And with all the new visibility, we can increase our chances of seizing the most profitable opportunities."

Jason Miceli,
CFO and Senior Network Engineer,
CSDNET Inc.

Efficient Project Management

Transparent Calculation

When planning projects, ProjectManagement calculates automatically in the background the costs of the individual resources (employee's hours and items). This eases the quotation costing and allows you to quickly recognize whether your planning is within the budget and thus whether the project is profitable.

Simple Resource Planning

ProjectManagement enables different forms of planning. You can, for example, plan resources in the Gantt chart with the drag & drop function. The display of the available capacity visualizes whether a resource is available at the requested time.

Project-Related Service Entry

The project team members capture their project times in hours or by specifying the exact start and end time. If they have neither online nor offline access to the standard system, also employees in the backoffice can record hours for these colleagues. Material costs that incurred for a project are assigned to the particular project by the project manager. The current project status, completed work packages as well as the subjective degree of completion are documented in the system by the project team members. This means all project team members have always access to up-to-date information and the project manager can update his planning according to the needs.

Project-Related Travel Expenses Entry

The project team members can also capture project-related travel expenses and account for the expenses internally. The entry is very easy because the system includes already the allowances according to German law.

Approval of Hours, Items or Travel Expenses

The project manager can decide which of the recorded services, items or travel expenses are approved for billing to the customer.

**Automated Project Accounting**

After data approval a billing wizard assists the accountant in invoicing and posting. ProjectManagement provides many different accounting types, e.g. accounting at due date, recurrent accounting, accounting by milestones, at cost or at fixed price. The data is transferred to the financial accounting at the push of a button and the system generates an open item for the customer. After the data has been checked by the accounting department, the travel expenses are paid to the employees with the next payment run.

Cost Transparency at the Push of a Button

The data on current or planned projects, such as planned and real costs and resources, is available at any time. ProjectManagement provides freely configurable reports in the requested layout at the push of a button, including degree of completion, breakeven analysis, project totals, employee's hours, comparison of target and actual hours, remaining volume and much more. Some reports, like KPI are prepared graphically and are displayed as a dashboard.

Mobile Client: data access independent of location and time

You have mobile access to all master data or you can access the data via Internet or smartphone. Many function are available in the Web Client, some of these functions are already accessible in the Mobile Client, such as time sheet entry, document view, vacation approval and support ticket handling.
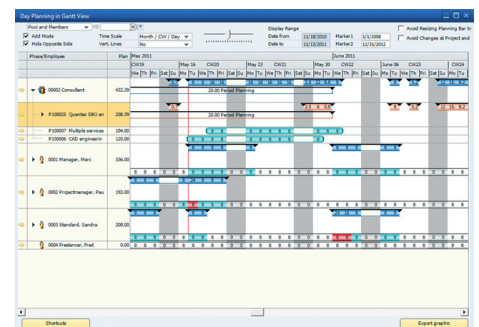
resource planning with availability display
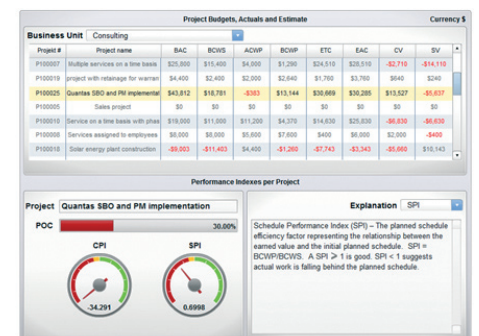
KPI Dashboard

Maintenance with the Support Desk

You can manage requests to customer products with the Support Desk. Your customers can record, prioritize and comment the requests online and both your employees and the customer are able to document the working steps. Service level agreements (SLA) enable you to define also reaction and solution times relating to the project. The employees capture their working times for the services which after the approval are invoiced per request or based on the handling time.

Key Functionality

Business Partner Master Data
- detailed information on business partners
- all projects, sales orders, activities

Project Creation
- assigning project manager and team
- defining phase structure
- messages in case of status changes
- document management
- optionally: integration of the document management system ELO
- commission with accruals

Project Calculation
- budget based on a selected resource
- sophisticated project budgeting with planning schema
- budgeting based on G/L accounts
- multiple planning versions
- approval of planning versions
- sales quotation versions
- layout in the corporate business design, easy-to-adapt
- dispatch per email including attachments

Project Planning
- period planning, Gantt chart
- capacity planning
- resource pool planning
- displays: available capacity/excess planning
- MS Project and MS Outlook interface

Services and Travel Expenses Entry
- data entry by the employees or in the backoffice
- entry with start and end time
- optionally: view of the planned tasks
- online entry of services with Web Client and Mobile Client
- vacation approval procedures

Travel Expenses Accounting
- integrated expense accounting
- supports multiple currencies

Project Approval
- authorization concept
- approval process for documents
- filter and search criteria
- distinction between performed and invoicable hours
- approval of hours, items and travel expenses

Project Accounting
- billing wizard
- different accounting types: e.g. service at cost, phases etc.
- recurring invoices or batch billing e.g. for maintenance invoices

Project Analysis
- approx. 250 standard reports: e.g. balance lists, service journals, breakeven analysis, degree of completion
- all reports are easy to adapt or to expand with Crystal Reports
- export to Word and Excel or PDF
- drill down functionality through the orange arrow
- drill down analyses
- calculation of work in progress with posting in SAP Business One
- configuration of dynamic dashboards with Crystal Dashboard Design

Support Desk
- web-based
- entry of support tickets by the customer
- assigning support team members who are responsible for the processing
- integrated time sheet entry
- service level agreements (SLA)
- upload of images and documents

Mobile Client
- smartphone technology: IPhone, Android, Symbian, Windows Mobile
- addresses and contacts
- project data
- time sheet entry
- applications for leave
- project approval
- document approval
- Support Desk

Use-Case Scenarios

ProjectManagement based on SAP Business One is particularly suitable for professional services companies with the following features:

a) **Midsize Business**
   - 10 or more employees
   - 10 or more projects in parallel
   - heterogeneous software landscape or older business solution, that impedes cost transparency and requires redundant data storage
   - interest to grow and/or to react globally

b) **Subsidiary of Major Organization**
   - 10 or more employees
   - 10 or more projects in parallel
   - heterogeneous software landscape or older business solution, that impedes cost transparency and requires redundant data storage
   - interest to simplify data exchange with the parent company

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ProjectManagement based on SAP Business One

- Over 10,000 users in 26 countries
- Available in 11 languages
- Certified by SAP
- **Industry Solution**: business functions for professional services, many functions also available with mobile applications
- **User-friendly**: intuitive user interface, easy-to-learn
- **Transparent:** one view on the data, project analyses at the touch of a button
- **Cost-efficient:** clear license model, fast implementation in just a few weeks, complete system runs only on one server, live update
- **Flexible**: user-defined fields, authorization concept, Crystal Reports, Crystal Dashboard Design
- **Comprehensive**: The standard functions of professional services companies are supported.
- **Time-saving**: no multiple entries, automation for example in the invoicing
- **Future-proof** The software is permanently updated and adapted to the demands in the market, for example increased mobility.

SAP® Certified
SAP Business One Integration

SAP® Qualified
Solution for SAP Business One

SAP Business One

- Software of the market leader for business management solutions
- SAP Business One is designed specifically for the needs of small and midsize businesses.
- The system is permanently developed and adapted to the market needs.
- More than 33,000 customers worldwide

MARINGO Computers

- develops successfully business management solutions since more than 25 years
- is specialized on the ERP software SAP Business One
- has been repeatedly awarded SAP Channel and Development Partner since 2003
- is SAP Gold Partner since 2006

Your Benefits:

- **More time**: automated processes relieve employees from routine tasks
- **Less errors**: The data is stored centrally in a unique software and needs to be captured only once reducing the number of errors.
- **Solid ground for decision-making**: Built-in analytics allow you to ascertain profitability or the need for intervention at the touch of a button.
- **Partners near you**: The system is supported by certified partners around the world who provide quick, competent and cost-effective support.

More information: www.maringo.de

MARINGO   **SAP** Gold Partner