

Current Timecards Report

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Current Timecards

Purpose: This report is designed to show you all of the information you have entered in on your current timecards. It pulls the same information shown in the timecard entry area. This is a good report for printing out your current timecard information to audit and double check before sending it to be processed through payroll.

Branches: Show Details:

Processed: Hours Type:

Customer Name: Employee Name:

1 of 3 | 100% | Find | Next

Current Timecards

High Tech Staffing

Entity Level (Hierld 2) 

Timecards in the current open week

TIMECARD								PAYROLL				SALES						
Employee Name	W/E Bill	W/E Date	Pay Code	RHours	OHours	DHours	Units	Pay Rate	OT Pay Rate	Unit Pay Rate	Pay Adj	Gross	Bill Rate	OT Bill Rate	Unit Bill Rate	Bill Adj	Total Bill	ACA Bill
Branch: Memphis SE																		
Abinteh, Mary	3/11/2018	1/14/2018	Reg	32.00	0.00	0.00	0.00	\$15.00	\$22.50	\$0.00	\$0.00	\$0.00	\$22.00	\$33.00	\$0.00	\$0.00	\$0.00	\$0.00
Employee ID: 4294972689		Customer: Toro Company - 4294999700						Assignment ID: 4301384457		Check #:			Invoice Number:					
Branch: Memphis SE		Job Title: Accounts Receivable Clerk						Start Date: 1/3/2017		End Date:								
Bailey, Brian John	3/11/2018	2/4/2018	Reg	40.00	0.00	0.00	0.00	\$20.00	\$30.00	\$0.00	\$0.00	\$0.00	\$50.00	\$75.00	\$0.00	\$0.00	\$0.00	\$0.00
Employee ID: 12189		Customer: Real Steel - 4295013212						Assignment ID: 4301400955		Check #:			Invoice Number:					
Branch: Memphis SE		Job Title: Laborer						Start Date: 1/22/2018		End Date:								
Bailey, Brian John	3/11/2018	1/28/2018	Commis	24.00	0.00	0.00	0.00	\$20.00	\$30.00	\$0.00	\$0.00	\$0.00	\$50.00	\$75.00	\$0.00	\$0.00	\$0.00	\$0.00
Employee ID: 12189		Customer: Real Steel - 4295013212	ss.					Assignment ID: 4301400955		Check #:			Invoice Number:					
Branch: Memphis SE		Job Title: Laborer						Start Date: 1/22/2018		End Date:								
Barry, Greg	3/11/2018	1/10/2018	Reg	16.00	0.00	0.00	0.00	\$10.00	\$15.00	\$0.00	\$0.00	\$0.00	\$12.00	\$15.00	\$0.00	\$0.00	\$0.00	\$0.00
Employee ID: 12702		Customer: Sasquatch Steel - 4294999618						Assignment ID: 4301350711		Check #:			Invoice Number:					
Branch: Memphis SE		Job Title: Packaging						Start Date: 9/29/2016		End Date:								
Barton, Justin C.	3/11/2018	1/14/2018	Reg	40.00	0.00	0.00	0.00	\$16.50	\$22.28	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Employee ID: 4295049025		Customer: Rocky Road Ice Cream - 4294999676						Assignment ID: 4301400496		Check #:			Invoice Number:					
Branch: Memphis SE		Job Title: Admitting Clerk						Start Date: 10/11/2017		End Date: 2/1/2018								
Brell, Dalcyce	3/11/2018	2/25/2018	Reg	0.00	0.00	0.00	0.00	\$16.00	\$24.00	\$0.00	\$0.00	\$0.00	\$20.80	\$36.00	\$0.00	\$0.00	\$0.00	\$0.00
Employee ID: 12934		Customer: Crate & Barrel - 4295013229						Assignment ID: 4301400843		Check #:			Invoice Number:					
Branch: Memphis SE		Job Title: Electrician						Start Date: 1/15/2018		End Date:								
Brell, Dalcyce	3/11/2018	2/25/2018	Reg	0.00	0.00	0.00	0.00	\$16.00	\$24.00	\$0.00	\$0.00	\$0.00	\$20.80	\$36.00	\$0.00	\$0.00	\$0.00	\$0.00
Employee ID: 12934		Customer: Crate & Barrel - 4295013229						Assignment ID: 4301400843		Check #:			Invoice Number:					
Branch: Memphis SE		Job Title: Electrician						Start Date: 1/15/2018		End Date:								
Edwards, Mary C	3/11/2018	12/17/2017	Sick	40.00	16.00	0.00	0.00	\$28.00	\$42.00	\$0.00	\$0.00	\$0.00	\$42.00	\$63.00	\$0.00	\$0.00	\$0.00	\$0.00
Employee ID: 4295038925		Customer: School District 196 - 4295012658						Assignment ID: 4301375781		Check #:			Invoice Number:					
Branch: Memphis SE		Job Title: Teacher						Start Date: 6/29/2017		End Date:								
Edwards, Mary C	3/11/2018	12/24/2017	Reg	40.00	16.00	0.00	0.00	\$28.00	\$42.00	\$0.00	\$0.00	\$0.00	\$42.00	\$63.00	\$0.00	\$0.00	\$0.00	\$0.00
Employee ID: 4295038925		Customer: School District 196 - 4295012658						Assignment ID: 4301375781		Check #:			Invoice Number:					
Branch: Memphis SE		Job Title: Teacher						Start Date: 6/29/2017		End Date:								
Edwards, Mary C	3/11/2018	12/31/2017	Reg	40.00	16.00	0.00	0.00	\$28.00	\$42.00	\$0.00	\$0.00	\$0.00	\$42.00	\$63.00	\$0.00	\$0.00	\$0.00	\$0.00
Employee ID: 4295038925		Customer: School District 196 - 4295012658						Assignment ID: 4301375781		Check #:			Invoice Number:					
Branch: Memphis SE		Job Title: Teacher						Start Date: 6/29/2017		End Date:								

Parameters:

1. Branches: A drop down list of all branches in the user's current hierarchy. It is a multi-value parameter so they can select either all branches, just one specific branch, or any combination of different branches in the list.
2. Show Details: Controls whether each transaction shows core details regarding the timecard in the report such as employee id, customer, branch, job title, assignment id,

ect...

3. Processed: A filter that controls the status of the timecards pulled into the report.

- a. All
- b. Billed Only
- c. Paid and Billed
- d. Paid Only
- e. Unprocessed

4. Hours Type: A drop down list of different filtering options on the hour to allow you to view different types of hours. It is a multi-value parameter so you can select all hour types, just one specific hour type, or any combination of different hour types in the list.

- a. Show All Hours
- b. Do Not Show Zero Hour
- c. Show Zero Hours Only
- d. Show Payable Hours Only
- e. Show Billable Hours Only
- f. Show Pay Only Hours – Hours that were only paid with no billing on the transaction
- g. Show Bill Only Hours – Hours that were only billed with no payable information on the transaction

5. Customer Name: Allows you to filter for a specified customer name.

6. Employee Name: Allows you to filter for a specified employee name.

Related Articles