



TVISION
TECHNOLOGY LTD



Agency Time

The joined-up recruitment solution

Recruitment, the better way

With a long track record in the recruitment sector, TVision understands the challenges facing your business. We've built our Agency Time software based on this knowledge, producing a solution that integrates business critical pay/bill and accounts 'back office' IT functions with spectacular results.

Our integrated solution offers groundbreaking competitive edge to your recruitment business. You face the challenge of satisfying two distinct sets of customers – your client companies and your candidates/workers. Agency Time enables you to deliver exceptional customer service and significant business efficiencies.

By unifying pay/bill and accounts applications, Agency Time connects your business to success.

What's more, TVision is a Microsoft® Gold Partner, designing and implementing business management solutions based on renowned Microsoft Dynamics™ NAV technology. Our Agency Time software is proven with many successful recruitment companies.



Agency Time. The joined-up recruitment management solution

In the complex, fast moving and highly competitive recruitment world, IT is central to business success. Yet the norm is still for companies to run their back office on two distinct systems – one for pay/bill and one for accounts. Splitting the back office in this way can compromise your company's performance.

Simplify to succeed

By integrating pay/bill and accounts, you achieve a step change in business performance. Powerful, instant drill down analysis makes every transaction traceable; greater processing capabilities boost productivity and financial reconciliation is straightforward. Flexible invoicing with excellent credit control features accelerates cashflow.

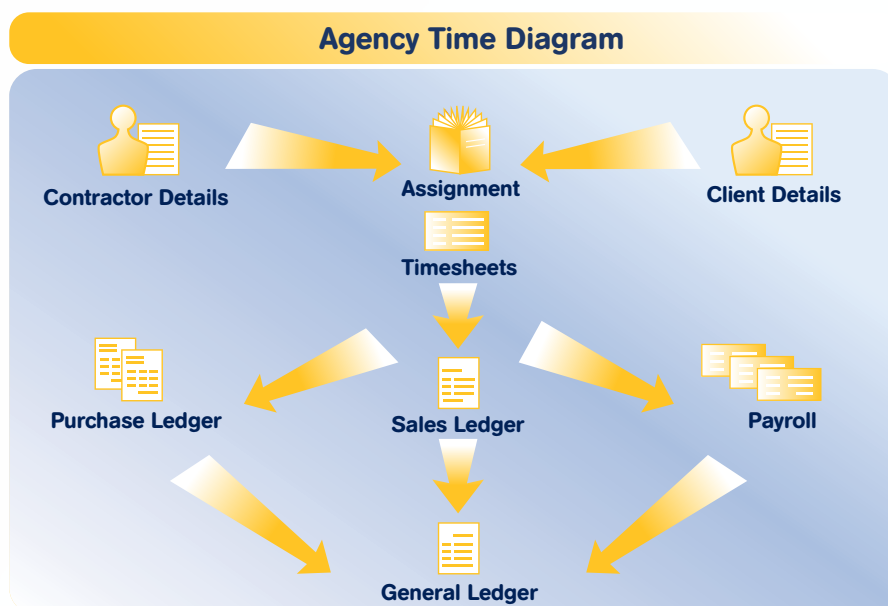
Running one system for your entire back office simplifies recruitment processes and lowers operational costs. Our solution also supports multi-company and multi-country scenarios, where accounting, currency and language complexities arise.

It's Wednesday – get home on time

Working late on Wednesdays to complete the BACS run is almost an industry institution – yet it's unnecessary when you have our integrated solution. TVision's Agency Time is a joined-up IT solution that reduces stress, gets your staff home on time and delivers a whole lot more besides.

An efficient and highly flexible timesheet system lies at the heart of the solution. Timesheet data can be keyed, entered via batch upload from Excel, integrated from fax/email technology and of course, from the internet.

Agency Time validates these against the assignment rules defined by you, with any failures identified in real time. Missing Timesheets is one of many standard reports available, while SMS integration gives you the ability to quickly alert workers of outstanding or non-validated timesheets.



The Microsoft advantage

Agency Time is a recruitment specific IT solution developed by TVision. It uses Microsoft Dynamics NAV, an ideal platform for delivering advanced and fully integrated solutions. A Microsoft Gold Partner, at TVision we focus exclusively on this scalable, flexible and widely supported technology.

Once engaged with your company, TVision implements Agency Time to align precisely with your business processes and objectives, creating a recruitment solution that maximises long-term value. Agency Time is built on Microsoft Dynamics NAV, so local payroll expertise and support is always available, courtesy of the global Microsoft partner community.

Microsoft follows a development strategy based on continued product support for at least the next 20 years. But the benefits go well beyond your justified confidence in the depth of Microsoft's R&D process and longevity of your IT investment. With Agency Time, you won't need to concern yourself with issues such as compatibility with key personal productivity applications and operating systems.

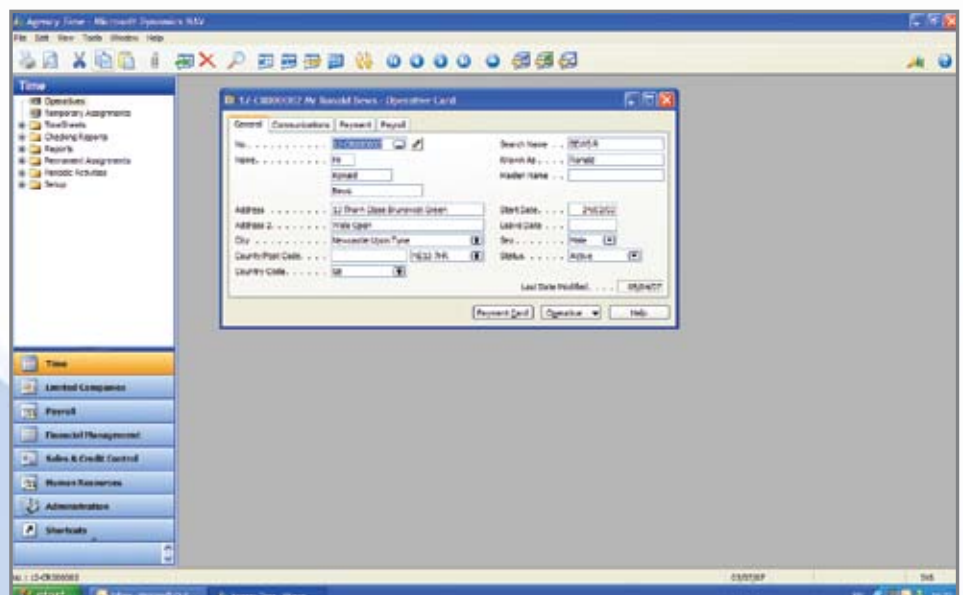
Fast to learn and use

Agency Time features a familiar looking user interface built on Windows standards, so your team will find the software fast and intuitive to learn and use.

It offers natural integration with products like Microsoft Outlook®, Microsoft Office® and Windows Vista™. You can use popular key shortcuts without blinking, and move recruitment information effortlessly in and out of the programs you use every day, like Microsoft Word® and Excel®. XML Web Services technology further enhances your ability to integrate Agency Time seamlessly with third party applications.

Web integration

Agency Time incorporates Microsoft Web Services technology, giving scope to integrate your solution with the internet. TVision can develop your solution to make all relevant processes available over the web. This functionality might be used for timesheet entry/approval, to enable your customers to review account details, or to give managers remote access to important reports.



Agency Time: As flexible as your demands dictate

With your distinct client company and worker customer groups, complex and fast moving timesheet-based transactions, and numerous operational and contractual variables, the flexibility of Agency Time makes the difference.

Agency Time is packed with functionality that empowers your team to meet individual clients' temporary and permanent recruitment demands precisely and efficiently. It accommodates every type of worker, manages complex issues like holiday accrual and supports compliance with key legislation. It will enable you to drive improvements across your timesheet-based payroll, client invoicing and cash collection procedures, and revolutionises management reporting.

Serve your customers better

The key to this power and flexibility is the way Microsoft Dynamics NAV holds and manages all data in a single database, making everything available for searching, filtering and reporting in real time.

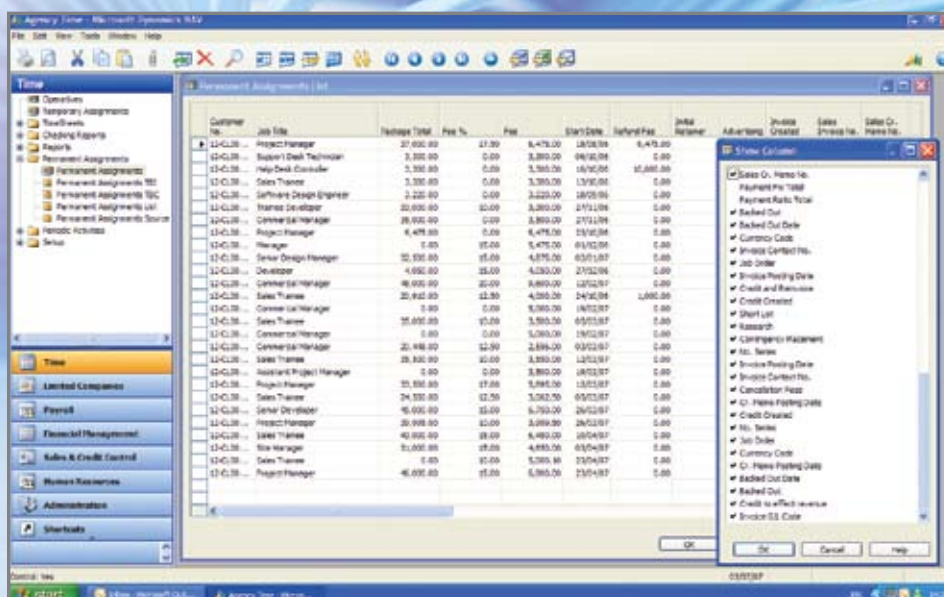
You can invoice and report to each client exactly as they wish, using the format and information they specify. This flexibility extends to every aspect of the solution – for instance, you can distribute invoices by fax, email or via secure web pages.

Improve accuracy and productivity, and manage in-house HR processes

Whether your focus is in perm placements, contractors or temps – or a combination – Agency Time can meet your demands. We believe software should support business, not dictate to it.

The only back office solution you'll ever need

Agency Time provides the pay/bill functions you would expect. It is also your financial system, your in house HR & Payroll, and with the use of SQL analysis, your reporting tool. By further consolidating your IT in this way, software costs and maintenance requirements are substantially reduced.



Your assignment: speed, accuracy, service

Within Agency Time pay/bill, an assignment is set up for each recruitment contract, bringing together all relevant client and worker information. This assignment concept is key, providing the flexibility you need to capture, accommodate and act upon every client requirement and contract-specific detail.

Because the system cascades information from your real time database records into assignments, it's incredibly fast and accurate to use. Rates and rules are set at assignment and other levels within the system. As simple or as complex as circumstances dictate, rate rules are applied to instantly validate timesheets, eliminating errors and boosting staff productivity.

Operational visibility

Where running separate pay/bill and accounting back office systems can impede operational visibility, with Agency Time you have the unique advantage of a fully integrated solution. This makes information instantly available for powerful, multi-conditional filtering, searching and reporting, so you can view and analyse activity by every relevant metric.

Agency Time offers many practical tools that improve business processes and efficiency. For instance, web-based timesheet approval can be facilitated, and missing timesheet reports can be linked to the automatic issue of an alert sent by SMS to the relevant worker, smoothing the path to earlier invoicing and better cash flow.

The screenshot displays the Agency Time software interface. The main window is titled 'Assignment Card' and shows fields for Assign No., Resource No., Service Customer No., Start date, Project Code, and Signed Client Contract. Below these fields is a 'Rate Rules' section with a table of rules. A 'Rate Rule' dialog box is open, showing details for a rule named 'Basic' with a description of '24hr time'. The table below the dialog shows the following data:

Rate Name	Description	Default To Time Sheet	Rate Quantity Type	Rate Rate	Rate Rate Currency	Charge Rate	Charge Rate Currency
BASIC	Basic	<input checked="" type="checkbox"/>	1.00 Hour	40.00	£	80.00	£
24	24hr time	<input checked="" type="checkbox"/>	1.00 Hour	40.00	£	80.00	£
EXP	Expense	<input checked="" type="checkbox"/>	1.00 Expense	1.00	£	1.00	£
S-CAT	S-Cat Annual	<input checked="" type="checkbox"/>	1.00 TrkP...	30.00	£	30.00	£

The interface also includes a 'Time' sidebar with navigation options like 'Temporary Assignments', 'Timesheets', 'Charging Reports', 'Reports', 'Payment Assignments', 'Special Activities', and 'Setup'. A 'Rate Rule' dialog box is open, showing details for a rule named 'Basic' with a description of '24hr time'. The table below the dialog shows the following data:



Integrated payroll

Agency Time integrates with Microsoft Dynamics NAV Payroll add-ons across the globe, managing local payroll requirements. Workers can be paid through the Purchase Ledger or through PAYE.

The UK payroll solution is comprehensive – and fully integrated with the general and timesheet ledgers. The system is fully conformant with the latest statutory payment and deduction legislation, and is easy to update when future changes occur.

Again, flexibility is a defining quality of the system, with user definable payment types, frequencies, deductions, statutory leave and holiday accrual schemes. Every other consideration you need is catered for, including scope for multiple pension schemes per company.

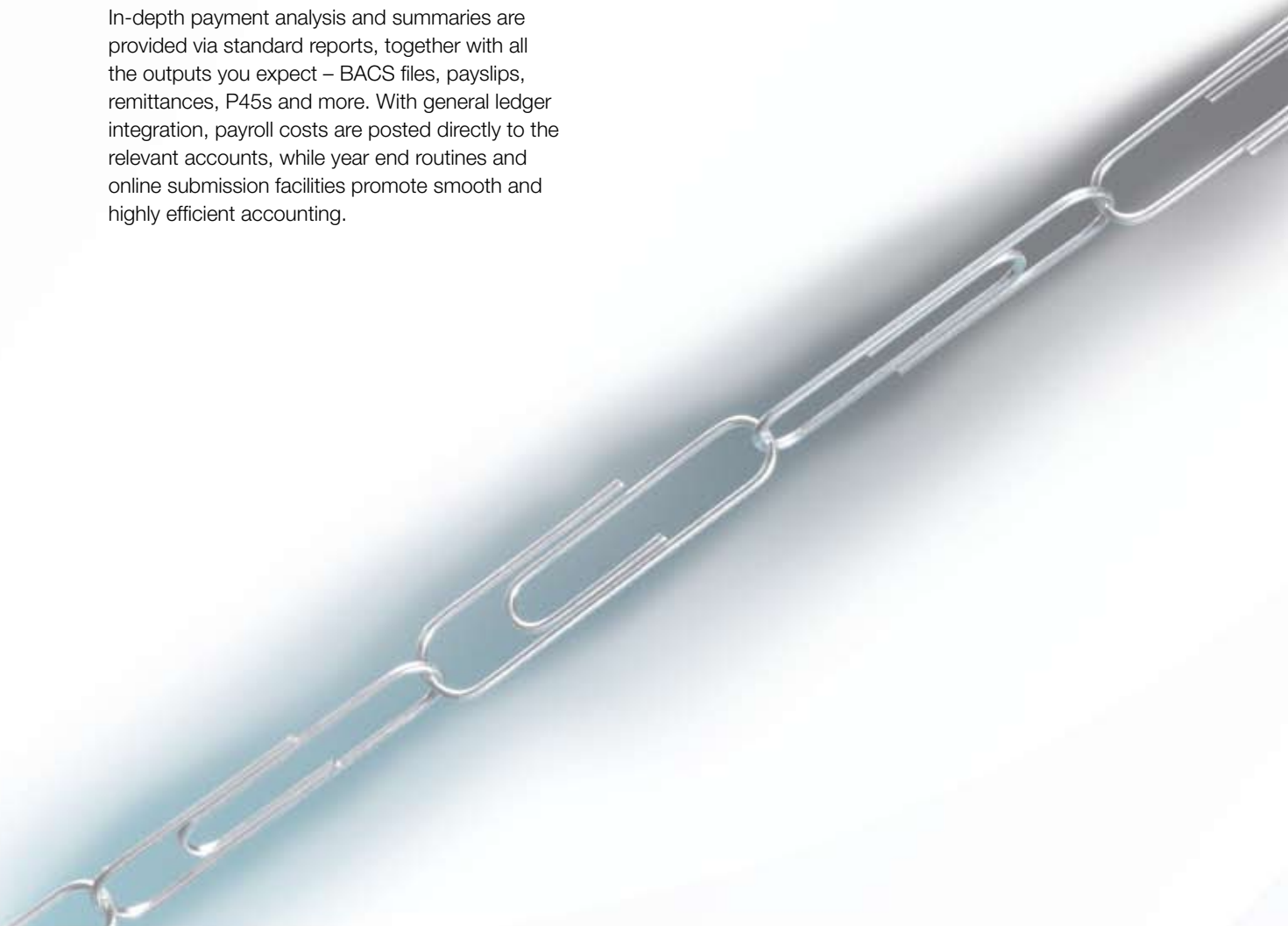
Promoting efficiency

In-depth payment analysis and summaries are provided via standard reports, together with all the outputs you expect – BACS files, payslips, remittances, P45s and more. With general ledger integration, payroll costs are posted directly to the relevant accounts, while year end routines and online submission facilities promote smooth and highly efficient accounting.

Global solutions

Agency Time can easily integrate with other Payroll solutions, whether they are local Microsoft Dynamics NAV payrolls or third party packages. The database also supports multi-companies with each company running their own payroll.

The benefit of using a Microsoft Dynamics NAV Payroll solution is the full drill-down and analysis throughout the solution; along with the standardisation of systems, which reduces training and maintenance costs.



Advanced financial management

Founded on the widely renowned and ICAEW accredited Microsoft Dynamics NAV, Agency Time encompasses a comprehensive financial management solution adapted to exactly match the way your business functions.

This highly configurable system enables better financial control and the automation of many accounting procedures. You define the level of control using business rules, specifying payment and discount terms for individual customers, for instance. The system also extends your capabilities to manage relevant legal requirements and currency issues in international trading situations.

Identify opportunities

In addition to powerful accounting tools, Agency Time offers you new levels of financial transparency. Because the accounts and pay/bill systems are integrated, it's easy to access and use financial information. Search, filter and analytic tools help you to pin down data on individual transactions or events by drilling down 'on the fly'. So with Agency Time, you gain valuable business insights and identify opportunities early.

A new dimension

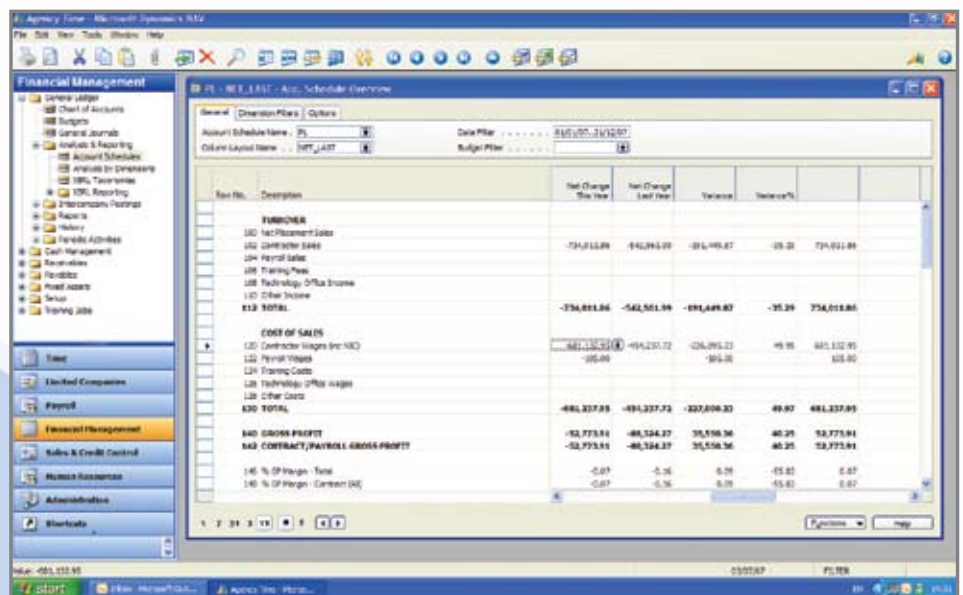
Dimensions is a key feature that helps you get more from your data. By tagging the accounting entries you choose – such as office sites, consultants, clients or regions – you can quickly gauge business performance based on the criteria that matter to you.

Use dimensions to:

- Monitor performance
- Investigate relationships
- Take advantage of trends

On schedule reporting

Account schedules allow you to leverage your general ledger data more effectively, using predefined or customised company-specific reports. These reports can be made available online or distributed by email, so that all stakeholders stay informed.



The screenshot displays the 'Agency Time - Microsoft Dynamics NAV' interface. The main window shows an 'Account Schedule Overview' for the period 01/01/07 to 31/12/07. The report is titled 'CONTRACT, PAYMENT & GROSS PROFIT'. The table below summarizes the data:

Row No.	Description	Net Change This Year	Net Change Last Year	Variance	Variance%
SUBTOTALS					
100	Net Placement Sales	-734,811.86	-612,891.37	-121,920.47	-19.72
104	Contract Sales				
104	Payroll Sales				
104	Training Fees				
104	Technology & IT Sales				
107	Other Income				
113	TOTAL	-734,811.86	-612,891.37	-121,920.47	-19.72
END OF SALES					
100	Contract Sales (Inc. Net)	-642,111.53	-494,130.72	-147,980.81	-19.95
104	Payroll Sales				
104	Training Fees				
104	Technology & IT Sales				
107	Other Costs				
630	TOTAL	-642,111.53	-494,130.72	-147,980.81	-19.95
640	GROSS PROFIT	-92,700.33	-118,760.65	26,060.32	22.00
642	CONTRACT, PAYMENT & GROSS PROFIT	-92,700.33	-118,760.65	26,060.32	22.00
140	% of Margin - Total	-0.07	-0.16	0.09	-55.62
140	% of Margin - Contract (Net)	-0.07	-0.16	0.09	-55.62



Multinational groups

Microsoft Dynamics NAV is a global solution with presence in over 100 countries worldwide. Whether your requirement is to run a multi-national group out of the UK, or to have local installations in your global offices, we have the solutions and the partner network to meet your needs.

Multi-currency and multi-lingual capabilities are available, and you have the flexibility to easily invoice different company group contacts in different ways. This is all made possible because of the way the technology structures and manages content within a single database. Even when invoicing a client in multiple currencies, tracking and reporting integrity are fully maintained.



TVision – we understand

Agency Time has the potential to enhance the business performance of every recruitment company. What ultimately determines the value of Agency Time is how it is implemented to your business needs. This is where we excel.

TVision offers a highly personal, consultative style founded on the desire to understand your business. Our approach is flexible and uncomplicated, and our team harnesses years of collective technical and business expertise to shape solutions that are as individual as your business demands.

TVision offers your recruitment business:

- A superb, uniquely integrated IT solution based on Microsoft technology
- Proven expertise and success delivering recruitment solutions
- A consultative approach founded on the desire to understand your business
- Partnership with a highly skilled team that interprets and meets your needs
- A solution that will meet even the most complex requirements, today and in the future
- A determination to deliver long-term value - using a straightforward approach



Contact TVision

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