

Time and Expense

Streamline Data Entry and Processing

At-a-Glance

Lawson® Time and Expense helps meet the needs of organizations that must capture employee time and expense data in an efficient, punctual manner. Time and Expense automates the approval process and the flow of information into billing, payroll and/or analytics solutions. For organizations that bill for their services, Time and Expense can help accelerate revenue streams — an important consideration given today's challenging economic conditions. For all organizations, this solution eliminates labor-intensive time card processing. It also assists in controlling employee expenses by imposing business rules defined by the user organization.

Lawson Delivers

Deploy Lawson Time and Expense as a standalone solution, or team it with Lawson back-office solutions, including Financials and Payroll, to create an efficient end-to-end solution. Does your current time and expense solution:

- Accommodate all employees and non-employees, including offsite workers, contractors and international staff, in a single, centrally-administered system?
- Comply with your business rules and with regulations in the various locales where you operate?
- Support SOP98-1 reporting requirements, allowing you to amortize the development costs of internally-used software?
- Automatically route time and expense data to other applications, such as human resources, payroll, accounts receivable/payable?
- Accommodate the currencies and international tax codes of multiple countries?

If not, consider the benefits and features of Lawson Time and Expense.

Benefits

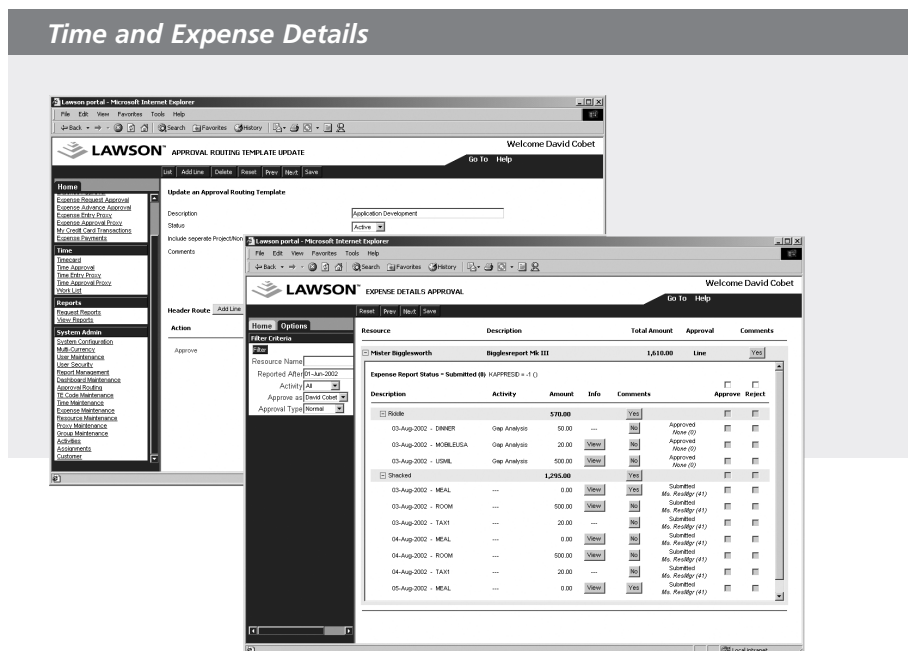
Lawson Time and Expense may benefit your organization by:

- Serving as a single, easy-to-use collection point for both time and expense information
- Simplifying the process of data entry with templates and timesaving features, such as pre-populated time and expense fields
- Readily permitting configuration of the solution to your organization's business rules and site-specific regulations
- Integrating with other Lawson solutions, eliminating third-party integration challenges
- Improving the timely data flow to billing systems
- Eliminating the cumbersome handling of paper time cards, as well as reducing the need for HR staff intervention
- Flowing project labor costs in your analytics solution
- Helping to control employee expenses by automatically imposing approval/denial rules, as determined by your organization
- Assisting with SOP98-1 reporting requirements for labor costs associated with software development

Features

A flexible solution that adapts to the needs of your organization, Lawson Time and Expense:

- Serves as a standalone solution or integrates with Lawson back-office solutions and can be interfaced with third-party solutions
- Can be configured to your organization's unique business rules, as well as to the regulations of various U.S. and international locales
- Accommodates employees and non-employees in the same system
- Supports multinational currency and tax functionality, including VAT and GST
- Includes several standard reports, such as missing records by department
- Incorporates a 100% Web-based architecture for global access via the Internet and standard Web browser



Contact Lawson

For more information about Lawson Time and Expense or other Lawson business solutions, call 1-800-477-1357, direct at +1-651-767-7000, international at +44 (0) 1344 360273, or visit www.lawson.com.

Corporate Headquarters
 Lawson Software
 380 St. Peter Street
 St. Paul, MN 55102
 United States
 Phone: +1-651-767-7000
 Product Literature:
 1-800-477-1357
 Fax: +1-651-767-7141



International Operations
 Lawson Software
 Trinity Court
 Wokingham Road
 Bracknell
 Berkshire
 RG42 1PL
 United Kingdom
 Phone: +44 (0) 1344 360273
 Fax: +44 (0) 1344 868351