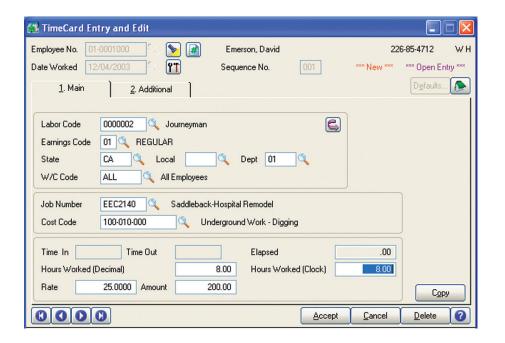# Sage 100 ERP

TimeCard*

More than an automated time card system, the TimeCard module for Sage 100 ERP (formerly Sage ERP MAS 90 and 200) is a powerful and flexible addition to the Payroll and Job Cost modules. Enter employees' time card data on any schedule desired, then hold this information until you are ready to run your next payroll. The Certified Payroll Report feature allows you to flag labor codes and job numbers, then generate reports for submission to most government agencies. TimeCard also provides you with a convenient time clock component—adding even more functionality and flexibility to your Sage 100 ERP solution.

Use this module to enter your employees' time card data on any schedule desired (daily, weekly, and so on) without affecting the payroll data entry files. When you are ready to run your payroll for the pay period, the entries are transferred to Payroll Data Entry from TimeCard automatically. You can even give an employee a raise in the middle of a pay period without issue. TimeCard stamps each entry with the employee's current pay rate and maintains the old rate for existing entries, then applies the new rate to the next entry.

When used in conjunction with the Job Cost module, a job number and cost code may be specified and information may be posted to Job Cost independently from Payroll. This provides you with up-to-date job cost information without having to wait for the next pay cycle.

BENEFITS

- Secure access to protect sensitive data
- Track vacation, sick leave, and more
- Enter memos to be printed on the TimeCard Report
- Tight integration with Payroll
- Time clock time entry program
- Updates job cost labor without running payroll
- User-defined shifts

REPORTS

- Certified Payroll Report
- Timecard History Report
- Hourly and Salary Tracking Report
- Time and Attendance Report

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