

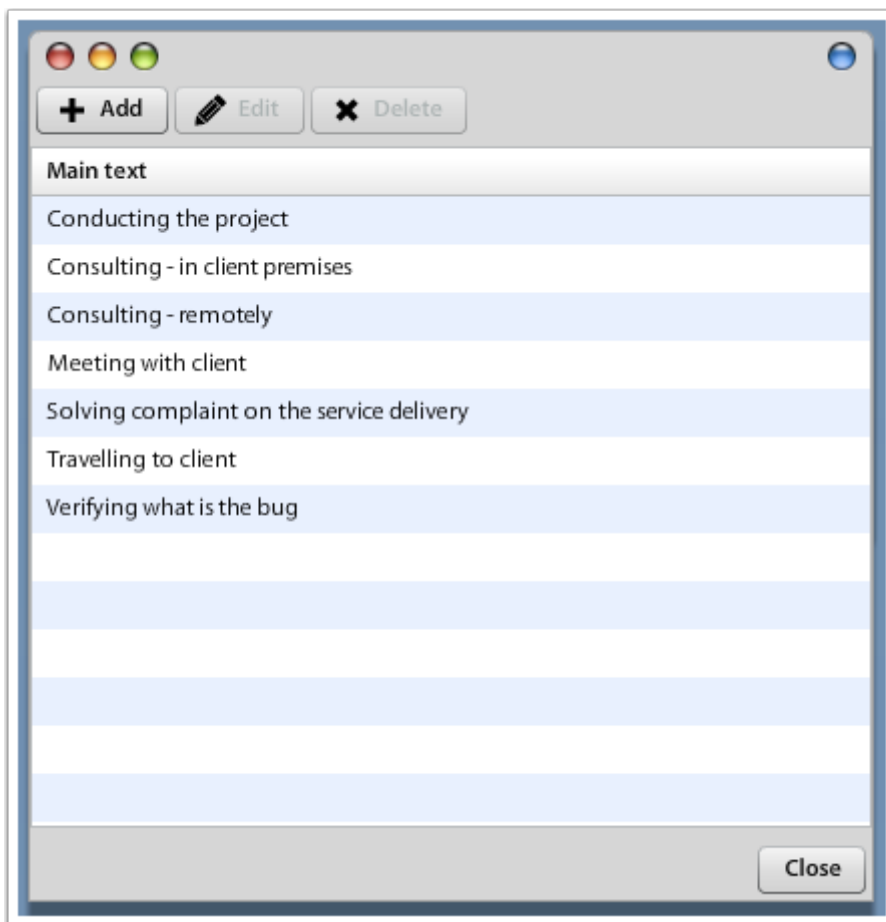
# Standard Texts

Usually checking Time Sheet entries by managers when preparing work reports for clients is time consuming due to checking contents of the reports (their texts).

Standard texts are used to speed-up & improve quality of Time Sheet records data entry. When users enter Time Sheet records, they get option to select one or more "standard texts" & adjust it to their needs.

Standard texts not only allow adding description to client & internal description, they also help users preset Type of Work (which is important management controlling variable).

Open Options & Tools > Time & Planning > Standard Texts to enter the texts you need.



---

Revision #1

Created 21 March 2020 06:14:32 by Jan Safka

Updated 21 March 2020 07:34:13 by Jan Safka