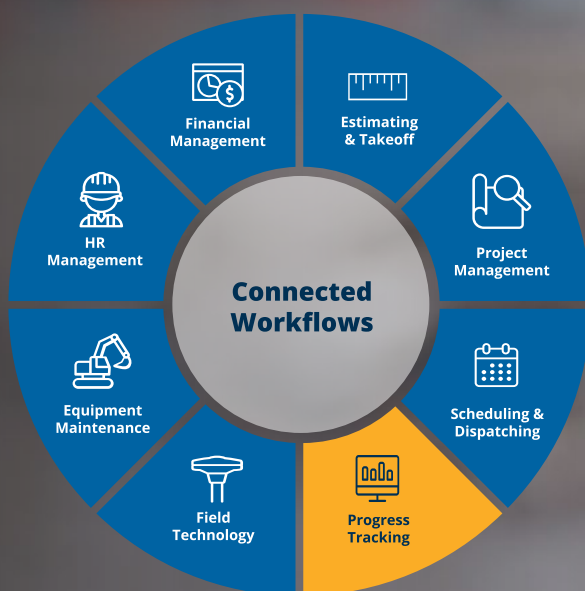# Trimble Construction One

Civil Operations

B2W Employee App
Features Overview

**Mobile Time and Performance Tracking
for Individual Employees**

Trimble® Construction One connects people, workflows and data to help civil contractors win more work and complete it more profitably. The civil solution suite incorporates every phase of the project lifecycle with capabilities for integrating takeoff and estimating, real-time resource management and scheduling, daily field performance tracking and equipment maintenance.

Financial Management

Estimating & Takeoff

HR Management

Project Management

Connected Workflows

Equipment Maintenance

Scheduling & Dispatching

Field Technology

Progress Tracking

B2W Employee App Overview

The B2W Employee App delivers a simple, mobile solution for capturing vital data on work performed by individual employees and aggregating it within the Civil Operations Suite along with similar data from crew-based activities and projects for analysis and reporting. The B2W Employee App is unified with B2W Track as part of the Civil Operations suite to enable tracking of labor hours, productivity and equipment utilization for individual employees who work outside of crews. Future software releases will add enhancements to this "individual time tracking" functionality and new features that tie in with the other elements of the Trimble Construction One for Civil solution suite.
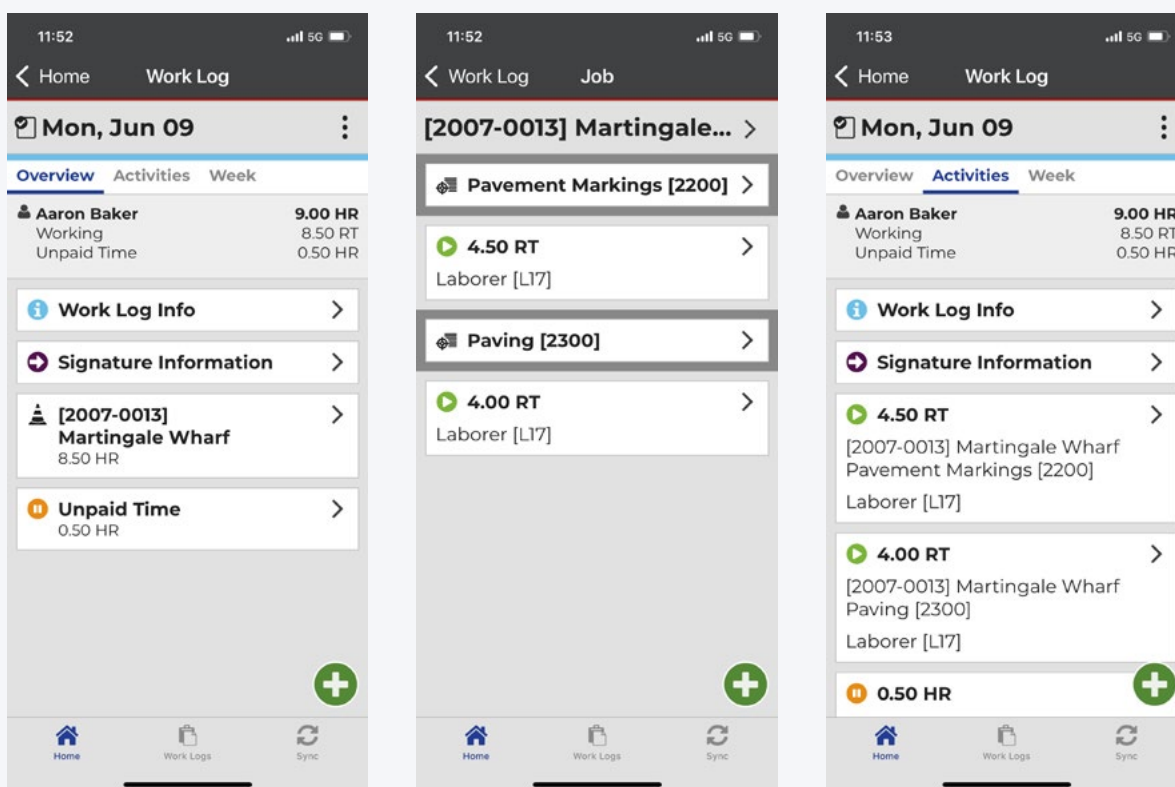
Enhance employee productivity while streamlining field data capture and real-time visibility

- Easy-to-use mobile app for creation of daily Work Logs on most iOS and Android any devices
- Comprehensive tracking of employee hours, equipment utilization and production quantities
- Highly configurable to meet the unique needs of each organization
- Streamlined workflow for creating, submitting, approving and exporting data to accounting / ERP systems for comprehensive job-cost reporting

Individual Time Entry with Work Logs

Work Logs are daily logs within the Civil Operations B2W Track product used by employees to record hours and other relevant information about work that was done. Employees create, edit and submit Work Logs to track their own hours, as well as hours for equipment used, and (if applicable) production quantities for their work activities. Work Logs can be created from a blank template, or by copying from a previous Work Log to save time and effort. Work Logs in B2W Track support many of the same advance capabilities as Field Logs used for tracking crew activities.

Feature	Description
Customizable Content	Starting with a Work Log template that is organized in discrete sections, employees or administrators can decide which sections to include and how they would like them to appear.
Multiple Jobs	Add one or multiple jobs to Work Logs, with the ability to assign job-specific properties such as unique labor and equipment rates.
Clock in/out	Work Start and Work Stop times on a Work Log can be "time stamped" to capture time from the mobile device to validate the start and end of the employee's work day.
Geolocation and Geofence	Work Logs can be set to include Work Start Location and Work Stop Location fields, which can be manually populated with a work location or can capture the GPS coordinates of the mobile device and match the location to the geo-fence of a job site or other work place within the Civil Operations database.
Multiple Jobs	Add one or multiple jobs to Work Logs, with the ability to assign job-specific properties such as unique labor and equipment rates.
Job Progress Tracking	Track daily progress on jobs by recording both production quantities and production hours, and comparing these against the job estimate to assess current production status.
Production and Overhead Tracking	Specify multiple tracking accounts, including both production accounts and overhead (non-production) accounts, for detailed tracking on each job. Overhead accounts might include items such as mobilization, lunch, safety meetings, per diem, etc.
Time and Materials (T&M) Tracking	Specify tracking accounts for work that is not part of a fixed-price job.
Employee and Equipment Hours	Track employee and equipment hours by job and account, with the option to include regular time, overtime, and double time for employees, as well as operating, idle, and repair time for equipment to allow for precise accounting of all hours reported.

Feature	Description
Equipment Meter Readings	Enter readings for equipment meters, such as odometers and hour meters. Optional validation checks can help to ensure that operating hours entered for an equipment resource match the number of hours elapsed on its hour meter.
Unpaid Time	Use the Unpaid Time field to track any time during the work day that an employee is not paid for, such as lunch or other breaks.
Custom Properties	Include additional information on Work Logs with the use of user-defined custom fields. For example, a custom property for weather conditions might allow field employees to quickly indicate the day's weather on the Work Log.
Attachments	Add attachments such as photographs, diagrams, surveys and other documentations pertinent to a day's work to a Work Log, along with a description for each attachment.
Notes	Use notes fields in each section of a Work Log to include additional information that employees may need to communicate regarding the day's work.
Automatic Error Checking	Minimize data errors with automatic error checking performed when a user attempts to save or approve a Work Log. Work Log checks can detect missing data or potential errors, as well as notify users so errors can be corrected prior to submitting the Work Log. Automated actions to ignore the condition, display a warning, or require correction can be customized for an overall organization or individual business unit.
Exclude Zero-Cost Labor Types from Work Logs	Limit the available labor types on Work Logs to only labor types that have costs associated with them in a job's labor rate class. Reduce the risk of error by only showing relevant labor types based on the jobs being worked on.
Employee Labor Rate Class on Work Logs	Apply labor rates based on the tasks performed by each employee, with the option of selecting a labor rate class for each employee that may be different from the one selected on a job.
Electronic Signature	Once an employee's Work Log for the day is complete, the employee can "sign-off" on the Work Log to validate hours worked and other pertinent information.
Clock In/Out on Work Log Activities and Unpaid Time	Activity Start and Stop times on a Work Log can be "time stamped" to capture time from the mobile device to validate the start and end of each activity or unpaid time (break) entries during the work shift.

Feature	Description
Swap Jobs & Accounts on Work Logs	Users can swap out an incorrect Job or Job Account(s) while keeping the activity data already entered, saving time when making these corrections to a Work Log.
Add Multiple Photos on Work Logs (FEA)	When adding photo attachments to a Work Log using the B2W Employee App, users can select up to 10 attachments at once to be added from the photo library on a mobile device.
Biometrics Login on Mobile Device (FEA)	The B2W Employee App supports biometric authentication for logging in (e.g., facial recognition or fingerprint, depending on which method is supported by the mobile device in use).
Multiple Approval Levels	Administrators can configure up to three levels of approval on Field Logs and Work Logs in B2W Track to better align with business processes requiring multiple approval levels.

Repair Requests

The B2W Employee App now supports the same functionality available in the web and B2W Mobile Construction applications for B2W Track users to submit Repair Requests into B2W Maintain.

Feature	Description
Repair Requests Listing	Quickly see your equipment resources and associated Repair Requests, with the ability to filter the listing by criteria such as Open Requests or Recently Used Equipment. Add a Repair Request to an equipment resource from the listing, while avoiding duplicate requests by seeing instantly if a similar request already exists before submitting a new one. Easily access the status of Repair Requests from the field or the office to see if requested repairs have been scheduled or completed, or to view comments regarding status updates.
Real-time Search	Find specific equipment resources and Repair Requests using the real-time search capability.
Custom Types and Priority Levels	Tailor your Repair Requests to your individual business needs by creating unique request types and priority levels.
Notes	Use the notes field on a Repair Request to include additional information regarding the request, such as a field diagnosis of a problem, a list of items to be addressed, or a description of how equipment damage occurred.

Feature	Description
Comments	Enable real-time communication between the field and the shop with comments on a Repair Request. For example, comments might be used to provide follow up information about the request from the field, or to provide a progress update from the shop.
Attachments	Add attachments such as photographs or accident reports to a request, along with a description.