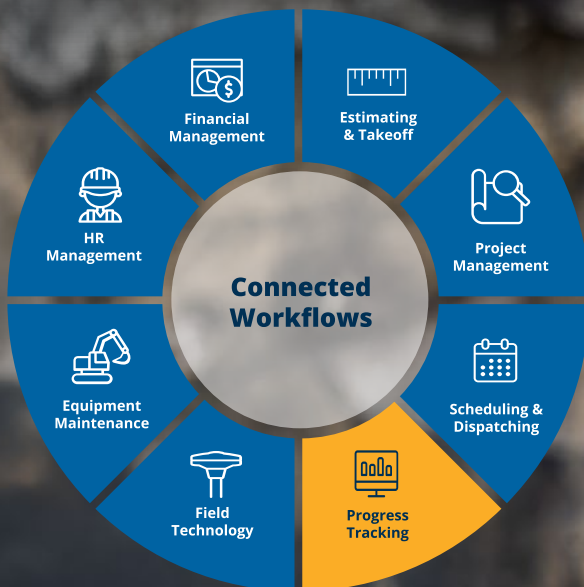**Trimble**

Trimble Construction One

Civil Operations

B2W Track
Features Overview

Track Performance Against Plan for Profitability
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.

Connected Workflows

- Financial Management
- Estimating & Takeoff
- Project Management
- Scheduling & Dispatching
- Progress Tracking
- Field Technology
- Equipment Maintenance
- HR Management

B2W Track Overview

B2W Track is a web and mobile solution for recording, communicating and analyzing job progress on a daily basis. The easy-to-use software application enables construction companies to control costs and make better decisions based on accurate, up-to-date information from the field on production, labor, materials and equipment.

Track projects to profitability with streamlined field data capture and real-time visibility

- Easy, immediate capture and communication of field performance
- Faster and smarter, data-driven adjustments to field operations
- Advanced mobile tablet functionality including logs, timecards, electronic sign-off and dashboards
- Integrated with Civil Operations B2w Schedule and the Civil Equipment Maintenance solution featuring B2W Maintain
- Capable of connecting with both Trimble and non-Trimble ERP and accounting systems to eliminate errors and redundant data entry

Field Logs

Field Logs are daily reports used to record information about the type of work that was done, the employees who performed the work, the equipment used, and materials that were delivered and consumed. Field employees can create, edit and submit Field Logs to track daily progress on jobs and record the use of labor, equipment, and materials, as well as trucking, subcontractors and miscellaneous resources. Field Logs can be created from a blank template, or by copying from a previous Field Log or B2W Schedule to save time and effort.

Feature	Description
Customizable Content	Customize your Field Logs to include the information that is most valuable to your organization or individual business unit. Starting with a Field Log template that is organized in discrete sections, you decide which sections to include and how you would like them to appear.
Multiple Jobs	Add one or multiple jobs to your Field Logs, with the ability to assign job-specific properties such as unique labor and equipment rates.
Estimate Items	Include estimate items from your job estimate on Field Logs in order to view and compare estimated versus actual quantities and manage each job based on its estimated budget.
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.
Employee and Equipment Hours	Track employee and equipment hours by job and account, with the option to include regular time, over-time, and double-time for employees, as well as operating, idle, and repair time for equipment to allow for precise accounting of all hours reported.
Materials	Track materials on the job as they are delivered and used, including associated costs.
Trucking, Subcontractors and Miscellaneous	Add Trucking, Subcontractors and other items to your Field Logs based on your unique business needs.
Billable Quantity Tracking	Keep job billing on track by monitoring billable quantities in Field Logs as production work progresses.

Feature	Description
Time & Materials (T&M) Tracking	Track work against Time & Materials Accounts (or "Force Accounts") for scenarios where there is no fixed-price estimate for the work being done. Detailed T&M price sheets or simple "cost-plus" mark-ups can be used for billable prices on labor, equipment, materials and other aspects of T&M work.
Custom Properties	Include additional information on your Field Logs with the use of custom properties that you define. For example, a custom property for weather conditions might allow field employees to quickly indicate the day's weather on the Field Log.
Attachments	Add attachments such as photographs, diagrams, surveys, and other documentation pertinent to a day's work to a Field Log, along with a description for each attachment.
Notes	Use notes fields in each section of a Field Log to include additional information that field 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 Field Log. Field Log checks can detect missing data or potential errors, as well as notify users so errors can be corrected prior to submitting the Field Log. Automated actions to ignore the condition, display a warning, or require correction can be customized for your overall organization or individual business unit.
Performance Summary	Quickly determine both your daily and to-date performance via a customizable summary view of resources utilized and their costs in comparison to estimated resources and costs.
Mobile Tablet Application	Empower your field employees with anywhere, anytime access to create, modify, and submit Field Logs from Apple iOS or Android tablet devices within the B2W Mobile Construction app. Online and offline modes allow employees to remain productive when Internet access is unreliable or unavailable.
Copy a previous Field Log or Copy from B2W Schedule	Save time when creating new Field Logs by copying existing ones or using the data available in B2W Schedule. Instead of creating each Field Log from scratch, the jobs, employees, equipment and other information can be copied to a new Field Log automatically from another Field Log or from assignments in B2W Schedule.
Exclude Zero-Cost Labor Types from Field Logs	Limit the available labor types on your field log 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.

Feature	Description
Employee Labor Rate Class on Field 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.
Limit the Selection of Labor Rate Classes by Job on Field Logs	Avoid costly errors related to incorrect labor rate classes being selected on Field Logs. You can assign a set of labor rate classes to a job in B2W Track, which can then limit the selection of labor rate classes on a Field Log to only those that are applicable to jobs on the Field Log.
Swap Jobs and Tracking Accounts on a Field Log	Avoid time-consuming updates to Field Logs in cases where data has been entered against the wrong job or tracking account. The "swap" feature allows you to swap a job or tracking account (Production, T&M, Overhead) on a Field Log with another job or tracking account, and to automatically move all values entered previously.
Subordinate Codes (Tracking Accounts) on Field Logs	Add multiple "instances" of a job tracking account (Production, Overhead or T&M) to a Field Log, so that field users can enter information specific to different portions of work, such as location, custom properties or specific notes. Quantities entered for each instance of a tracking account sum to the total quantity for the tracking account on the Field Log.
Factored Materials	Factors can be used on Field Logs to determine used material quantities by multiplying production quantity (Field Log Quantity on a Production Account) by a specified factor value. Factor values can be stored as resources or entered as custom values on a Field Log.
Job Sites	Field Logs can be configured with the "Job Site" field to allow tracking of activities by job site. Job sites and associated Production Targets can also be populated for Production Accounts on Field Logs when copying information from B2W Schedule.
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.
Submit Material Orders to B2W Schedule	B2W Track users with appropriate permissions can view and submit material orders from within Track on both the Web and B2W Mobile Construction app.
Submit Trucks-only Orders to B2W Schedule	B2W Track users with appropriate permissions can view and submit trucking orders from within Track on both the Web and B2W Mobile Construction apps.

Feature	Description
Clock In/Out	Field log work start and stop times can be time stamped to capture the mobile device's current time when using the B2W Mobile Construction app. Time stamps are visible on the field log on both the Web and the B2W Mobile Construction apps.
Geolocation	Field logs can be set up to include Work Start Location and Work Stop Location fields, which can be manually populated with a work location (e.g., Job Site) or when using the B2W Mobile Construction app, the GPS coordinates of a user's mobile device can be matched to the location of a job site or a geofence.

Work Logs

Very similar to Field Logs, Work Logs are daily reports used by individual employees to record information about their daily work activities, including equipment that is used. Using the B2W Employee App on a smart phone or tablet, Field employees can create Work Logs from a blank template, or by copying from a previous Work Log to save time and effort.

Most of the detailed functionality described above for Field Logs is also applicable to Work Logs. A few notable exceptions that are not currently available on Work Logs include: Estimate Items / Billable Quantity Tracking, Materials, Trucking, Subcontractors, Miscellaneous.

B2W Employee App

The B2W Employee App is a mobile application for iOS and Android operating systems and can be installed on smart phones and tablets for use with the Civil Operations solution. The B2W Employee App enables individual employees, working independent of a crew, to report their time, equipment utilization, production quantities and other details for work performed on jobs in B2W Track via daily Work Logs.

Timecards

Employee Timecards in B2W Track are generated automatically when an employee has hours reported on one or more daily Field Logs or Work Logs. All of an employee's hours are aggregated to a single daily or weekly timecard (based on Business Unit settings for timecard generation). Changing employee hours on a Field Log or Work Log will automatically update related timecards. Users do not create, edit, or delete timecards. Timecards can be signed electronically within the B2W Mobile Construction app.

Weekly Employee Hours and Work Rules

The Track Weekly Employee Hours page provides a single view of all hours reported for employees over a weekly period along with the ability to adjust to hours where needed and to apply business rules for overtime and double-time hours.

Work Rules for daily and weekly overtime and double-time hours can be configured in Business Unit Settings. For example, you can set overtime hours to begin after 8 regular hours per day and double-time hours to begin after 10 hours. Work Rules are used on the Weekly Employee Hours page.

Orders and Needs Requests

Within the Orders and Needs area of B2W Track, users can submit requests for crews, employees, equipment, materials and trucks-only orders. These requests are then managed and fulfilled within B2W Schedule so appropriate resources are scheduled and dispatched to the various job sites.

Quantity Requests

Quantity Requests in B2W Track allow users to request progress measurements for job estimate items or tracking accounts. For example, a user can request a survey of a work area to verify progress against an estimate item before billing a customer based on a project milestone (e.g., at 25% completion). Quantity Requests are managed in the Orders and Needs area of B2W Track.

Repair Requests

Repair Requests provide a direct link from B2W Track to B2W Maintain within the Civil Equipment Maintenance solution which is designed to streamline work order scheduling for equipment repairs and preventative maintenance programs. Repair Requests allow employees in the field to report needed repairs on equipment so that repair work can be scheduled and performed. Field employees can create and submit repair requests in real time right from the job site, eliminating potential delays in reporting issues and minimizing equipment downtime.

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.

Feature	Description
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.
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.

Reports

B2W Track includes comprehensive reporting, dashboards, and export capabilities within the Civil Operations solution suite to support informed decision-making and strategic insights on operational performance.

Feature	Description
Reporting Examples	• Account Labor Summary • Customer Labor Summary • Employee Hours Detail • Employee Hours Summary & Weekly Summary • Equipment History • Equipment Hours Summary • Field Log Listing • Field Log Notes Summary
Dashboard Examples	• Field log performance Hours Summary • Foreman Home Page Production • Job Account Production and Cost • Job Cost • Job Production • Manager Home Page Cost • Manager Home Page Production

Feature	Description
Export Reports and Dashboards	Export any report and choose from various file formats: XML, CSV, TIFF, PDF, Web Archive, and Excel.
T&M Sign-off Report Options	Choose which information to show or hide on your T&M sign-off reports: T&M price information, T&M account notes (from job or field log), company signature.

Integration

B2W Track was built and designed to integrate with industry leading accounting solutions and is networked with the Civil Operations and Civil Estimating solution suites.

Feature	Description
Direct connectivity with Civil Operations and Civil Estimating solutions	Quickly receive estimated jobs from B2W Estimate directly into the B2W Operational Suite.
Vendor & Subcontractor information from B2W Estimate to B2W Track	Transfer information about selected Vendors, Subcontractors, and Trucking Subcontractors on Jobs from B2W Estimate into B2W Track, providing the ability to: • Access vendor and subcontractor information on Jobs in Track • Auto-add vendor and subcontractor unit costs onto Field Log: Unit costs based on vendor or sub's quoted prices in Estimate • Filter when adding vendors and subcontractors to Field Logs in Track.
Send Detailed Field Production Information to Accounting Solutions	B2W Track supports exporting detailed field production information to a file which may be imported by accounting software such as ComputerEase, Dexter & Chaney, Explorer, Foundation, Jonas, Sage, QuickBooks, Trimble Spectrum, Trimble Vista and more.
Import Job Information	Import job and change order information into B2W Track from a CSV file or even accounting solutions like Trimble Vista.
Import Resources	Import employees, equipment, rate classes for equipment or labor, labor types, materials, and more into B2W Track from a CSV file or Trimble ERP or other accounting solutions.

Feature	Description
True Up of Job Costs	Run a true-up to align job costs, production quantities, and hours data in B2W Track with actual costs reported in your accounting software. • Import actual costs, quantities, and hours from accounting (via CSV file import) • Automatically apply true-up adjustments to jobs by cost category (i.e., labor, equipment, materials, etc.)
Trimble Siteworks Integration	B2W Track integrates with Trimble Siteworks, allowing Quantity Requests to be assigned to Siteworks devices. Siteworks users can then perform the quantity measurement and send the progress quantity value directly back to B2W Track. Note: this functionality requires a Trimble Construction One (TC1) subscription, Trimble Siteworks 1.80+, and B2W Track 25.1+.