



Barton Willmore - Architects

Who is The Barton Willmoe

Established in 1936 as an architectural practice, today Barton Willmore provides town planning, master planning, architectural, environmental, landscape and project management services. Employing over 200 people in eight locations, it is the largest town planning practice in the UK and has a turnover of £15m.

The mission

- Maximise the accuracy of time recording
- Allow end users to enter their own timesheets
- Consolidate timesheets from 8 separate offices
- Increase the reliability and speed of invoicing
- Increase the speed of management reporting.

The solution

Implement the **Corporate** edition of Timewatch's **time®** Time Recording and Billing Solution incorporating Web Browser Timesheet entry.

The results

- End users now enter their own timesheets on line
- Seamless consolidation of timesheets from multiple offices
- Flexibility to invoice each project exactly as the Customer requires.
- Improved cashflow by enabling the convenient production of invoices continuously throughout each month.
- Information is up to date and managers can easily review project progress and take action if required.
- Manual data entry errors have been minimised.

TIMEWATCH CUSTOMER CASE STUDY

Customer Summary

"time® has been a tremendous help to our business. We would not have done so well at capturing invoices, billing clients, ensuring a steady income and generating management information if we had used another package."

Bruce Adams, Group Accountant and Director, Barton Willmore.

Barton Willmore provides the range of skills essential to the development process, from identification and assessment to the implementation of new buildings or environments. Clients include house builders, retailers, property companies, educational establishments, FTSE 100 businesses, utility companies, football clubs, major funds, government departments and Regional Development Agencies.

About 70% of employees are fee based thought all members of staff log time, including sick leave and holidays. Expenses average 10% of turnover which means that the capture of expenses is a significant aspect of invoicing.

"We were using the time recording capability within our previous accounting package. However this became very unwieldy and we knew that we were missing both time and expenses" explained Bruce Adams, Group Accountant and Director.

"When we saw Timewatch we were very impressed by it. It had lots of extremely helpful and intuitive features. For example in our accounting package we could only have the initials of a person appearing by a daily rate; in time® we could include the full name. This instantly made it easier to use and we decided to buy time®. That was back in 1991."

The company has been using time® ever since. *"Back then, we used the DOS version - Timesheets were filled in manually and sent to head office for data entry on a weekly basis, then Billing was performed centrally"*.

"Timewatch often suggested that we upgrade to the Windows version and implement on-line end user timesheet entry. We were a bit reluctant to do this, and the main reason was that we were so happy with the way time® worked for us we just kept running the same version."

Barton Willmore replaced SunSystems with the Dream Accounting package, which time® also integrates with. Dream is the master for debtor and sales ledgers, whereas time® is the master for Projects. Although Project expenses can be posted directly into time®, as expense recharging is important to Barton Willmore, the preferred approach was to enter expenses into Dream, but have them automatically available to time® for invoicing. *"One of the particularly helpful features of time® is that it is very simple to split an individual's time and expenses and allocate them to different invoices"* commented Bruce Adams.

Barton Willmore use Crystal Reports to generate management information from the data that resides in time®. The company runs 20 to 30 job reports a day. It takes 30 seconds to generate a typical invoicing report which is sent to project

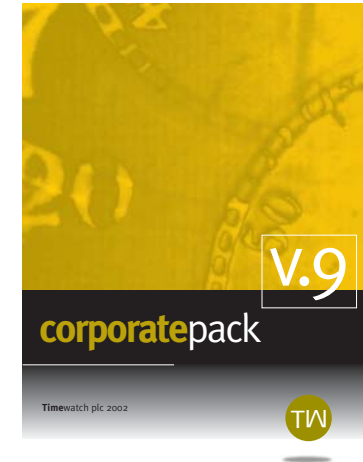
managers who confirm what time and expenses should be put against each job. { Timewatch now supply an automated report scheduling tool which automatically analyses invoicing status and email reports to the relevant Project Manager(s) - editor}

"We create a management summary each month for every partner/director" said Bruce Adams. *"We usually have 1000 jobs in progress and so managers can scan progress on each one and take action if necessary. This is a critical business report yet it only takes two minutes to run."*

"A lot of companies bill once at the end of each month. Because our business is all about selling our time we are constantly pressing to invoice and we bill continuously. Now, as each user enters their own timesheets in real-time via webtime™, we have even more up-to-date information and even better capture of billable time. It will particularly help us at month and year ends where we have to split timesheets. With webtime™ the company will be able to set a cut off point. Accounting staff will also be able to see very easily who has not submitted a timesheet and chase if necessary."

"Real time was the buzzword in 1991 and it remains critical for our business today. We always know the latest. Anyone who does not work in real time is not in the real world."

He continued: *"For me it's a simple equation: if you can get information in easily you should be able to get it out easily, if you struggle to enter data then you struggle to retrieve it. For more than a decade time® has made a vital contribution to our business. Now it is one of those things we just take for granted."*



Product Summary

The Barton Willmore implemented a Corporate edition of the time® Time Recording and Billing Solution with the webtime™ Browser timesheet entry option.

The entire solution is based on SQL Server 2000 and is fully integrated with the Dream Financial Accounting Solution from CODA.