



# WORKBOOK

## FOLLOW-UP OF EXPENDITURES

René Project  
Bluebird Advertising Company Inc.

1023 - Agreement on Master Plan finalized 31/12/2010

Job list | Status | Detailed description | Scheduling | Price | Purchase orders | Expenditures | Invoice | Documents | Blog

Total | Hours | Materials | External purchases

Activity	Plan	Price	Expenditures				Sum	Invoicing			Balance	
			Amount in sale price	Active	Approved	Hours		Mat.	Ext. purchase	Purch. order	Draft	Invoiced
100 Client meeting / brief	1,570	360	890				890		737	737		153
105 Project Management	9,450	720	1,210				1,210		1,300	1,300		-90
107 Project Coordinator			880				880		660	660		220
110 Art Direction	18,480	1,440	1,680				1,680		1,560	1,560		120
115 Copy Writer	1,800	960	360				360					360
130 Production Management	4,290	3,080	1,210				1,210		220	220		990
400 Colour Prints				60			60					60
500 External Purchases		3,525				736	736		1,472	1,472		-736

**WorkBook** is an integrated, adaptable business management system that helps you and your employees make better business decisions based on knowledge about projects and finances. WorkBook cooperates and works together with Microsoft Dynamics software, automating and streamlining business processes that help you drive your business to success.

The **'Expenditures'** section provides the Project Manager with the perfect overview and current status of all expenditures on an individual job. From the main screen, you immediately see:

- In the 'Price' column, you are presented with the figures which were agreed upon with your customer at the stage of price estimation
- The 'Expenditures' section presents the actual expenses that have already been registered and related to this job
- The 'Invoicing' column shows how much 'Expenditures' have already been invoiced to the customer
- Compare all 3 sections to first of all see if your price estimate was accurate compared to the actual expenditures and then compare how much of the expenses still need to be invoiced

When projects are on-going with various tasks being completed at different times, it is important to keep an overview of your total expenditures, see what needs to be invoiced and see how much has already been invoiced to your customer.

The 'Expenditures' section also presents these advantages:

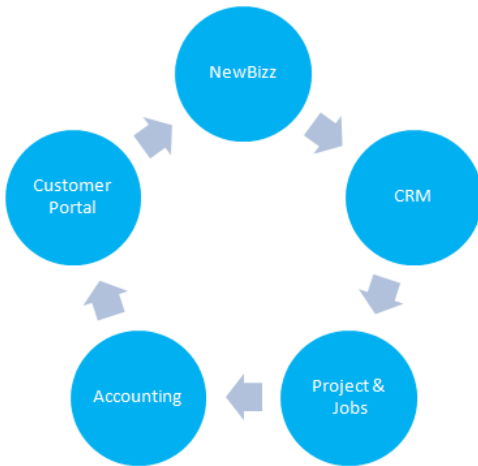
- The expenditure percentage on the 'Jobs list' page is produced by a comparison between the price estimate for this job and all information taken from within this section
- In the 'Hours' tab, you will see a complete overview of who and when entered hours and related to which activity
- The 'Materials' tab provides a detailed list of all materials that have been entered onto this job
- The 'External purchases' tab provides a detailed list of all external purchases that have been entered onto this job

<http://www.youtube.com/watch?v=t0rXnw5TPoU&hd=1>



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WorkBook can be used in the Professional Services industry with a vertical focus primarily on these sectors:

- Consultancy
- Advertising & Design
- Communication & PR
- Architects
- Digital Agencies

### Key Benefits + System Advantages

- Easily and highly scalable
- Advanced technology supports your growing business
- Supports connectivity with customers, vendors, business partners and employees
- Robust, comprehensive functionality, all-in-one system
- Supports entities across countries, sites, languages and currencies
- Customisable, Adaptable and Modular ERP system
- World leading Project Management Tools
- Always up to date with the latest Microsoft Technology

WorkBook provides a first-class web-based business system for project and resource planning. We create a fantastic day-to-day overview and ensure optimised utilisation of resources.

We know our users and we are here for our users!

Our software contains all the tools necessary for project management aimed at project driven businesses.

WorkBook is extraordinarily user friendly which makes the system highly adaptable for end users.



### About WorkBook Software A/S

WorkBook is a specialist in developing systems for project driven organisations with tight integration to business systems like Microsoft Dynamics and other Microsoft platforms. Our system handle all working related processes - from CRM and new businesses, project and resource handling, mileage allowance, expenses, time registration, document handling, invoicing, accounting and management reports.

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