



Matrix COSEC Job Processing and Costing

Right People in Right Place at Right Time

EXPECT MORE.

Facing Challenges of Undefined Project Goals?



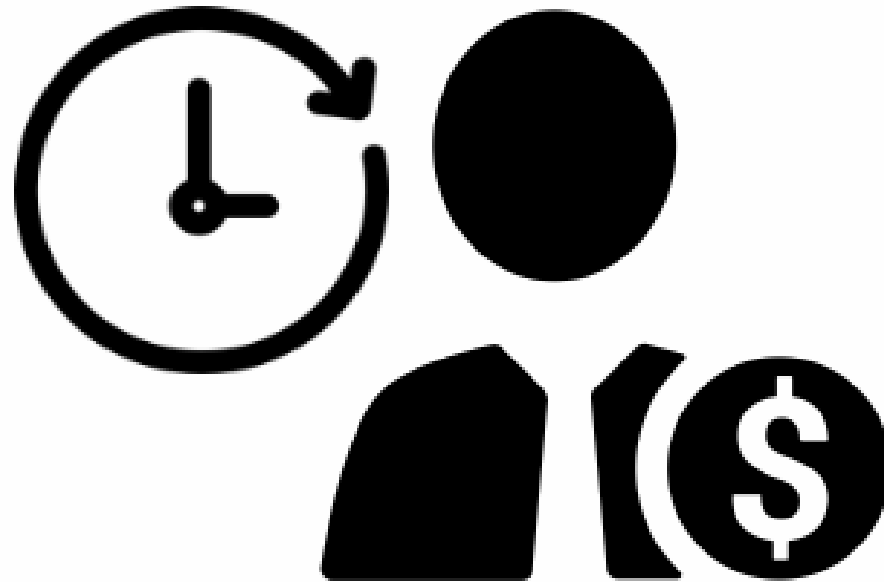
Why Job Processing and Costing?



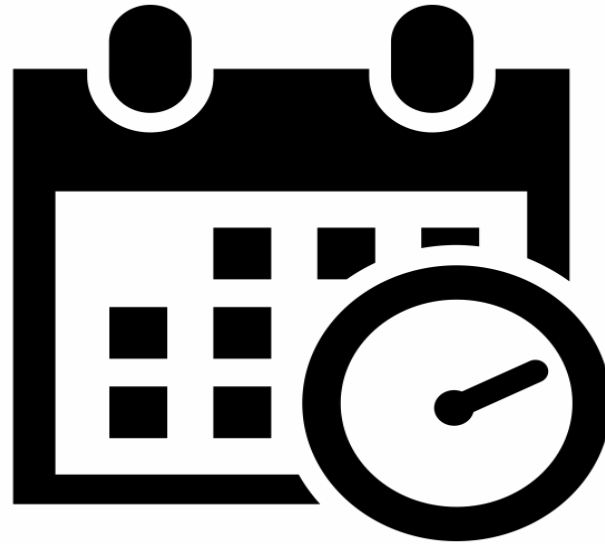
Manage all the Phases involved in a Particular Project



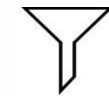
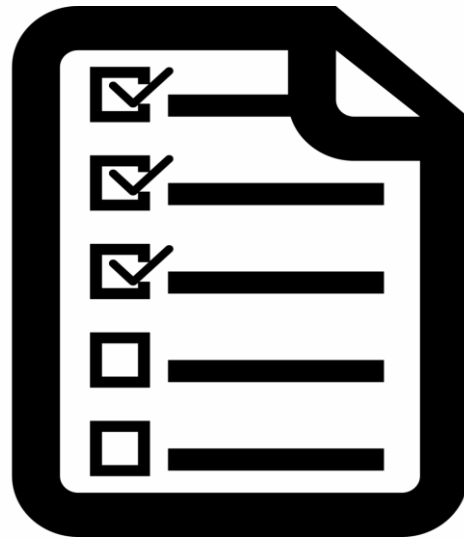
Automated Web-based Job Allocation



Error-free Coordination of Monetary Funds and Man-hours



Web-based Job Scheduling for Accurate Results



Status



Active



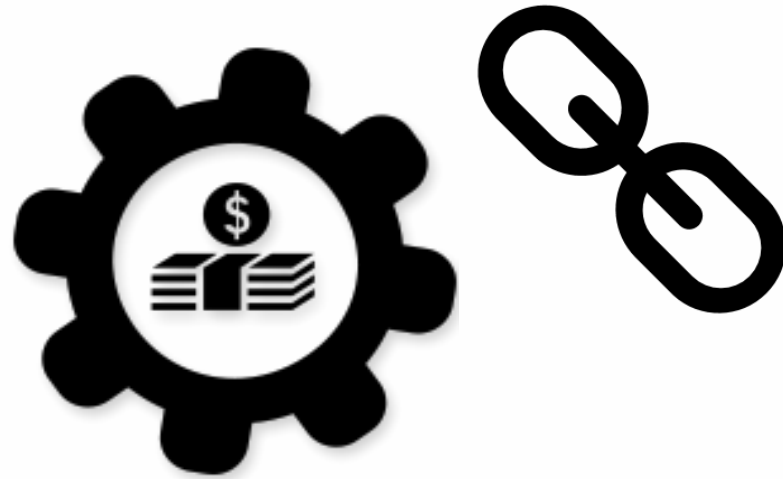
Assigned



Completed

Complete Information of Work in Progress

Spending Much Time in Salary Processing



Easy Integration with any Third Party Payroll Software

Advantages and Benefits

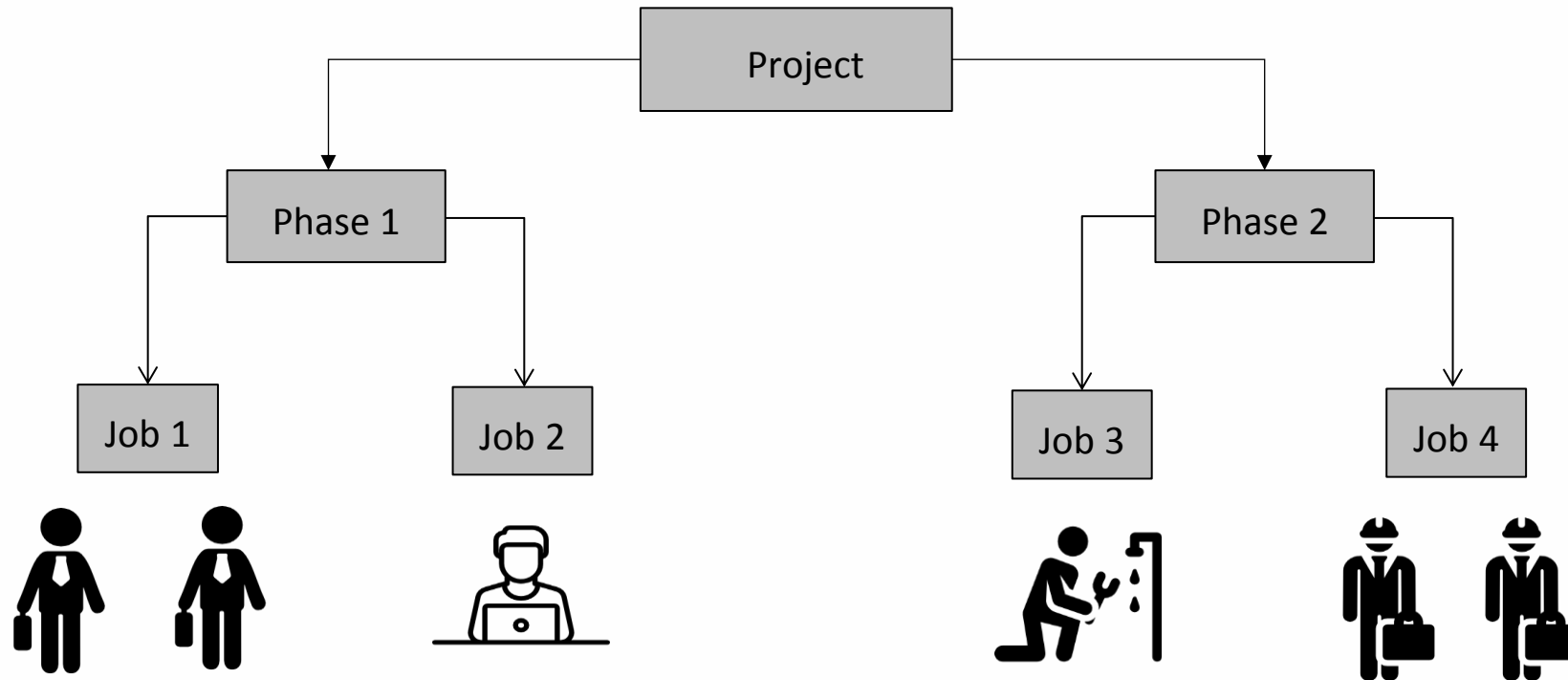


Advantages

Benefits

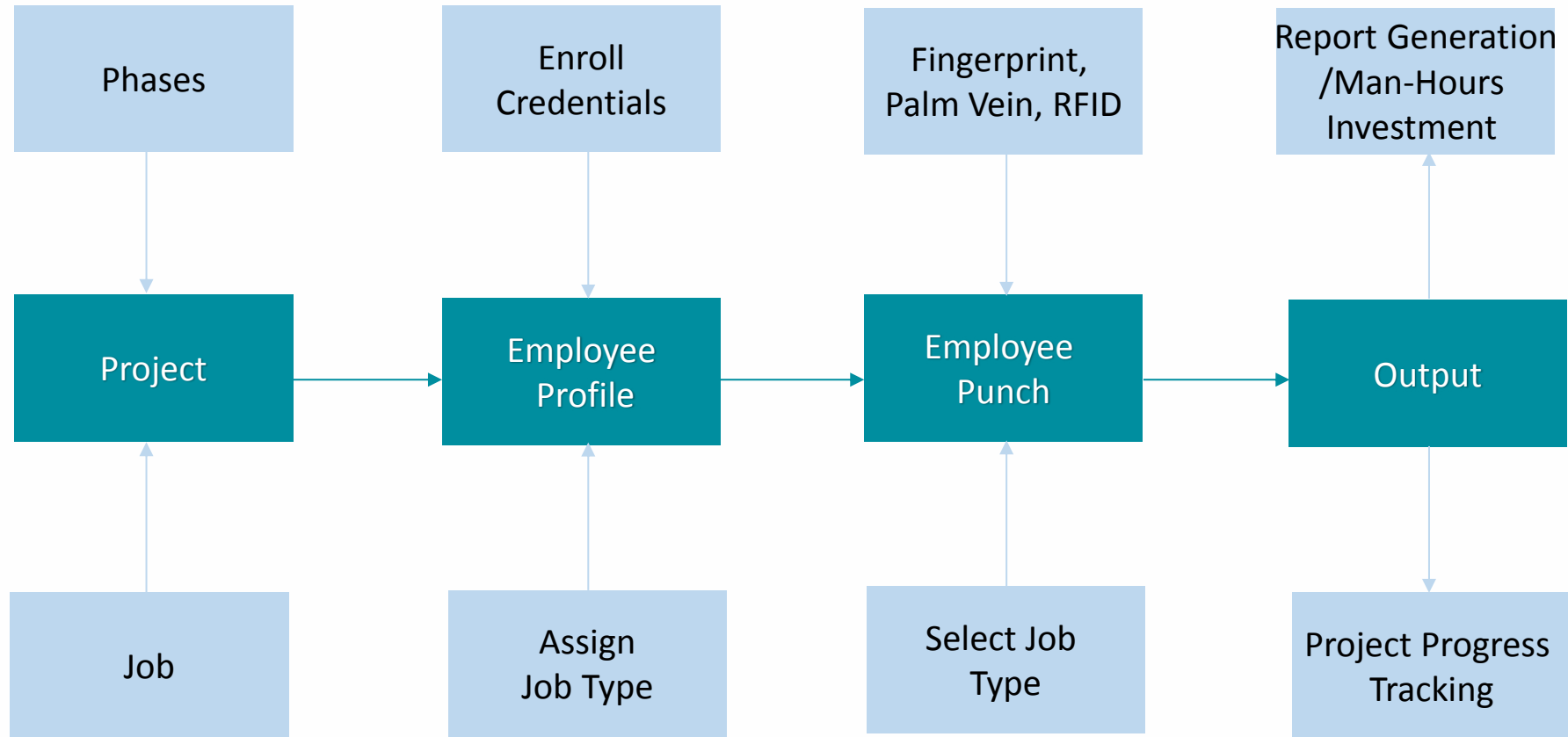
Project Management	Easy Track of Work-hours of Employees' to increase Productivity
Device and User Based Job Allocation	Replaces Manual Management of Job by Automated Solution
Web-based Management	Monitors Multi-location based Job with Centralized Platform
Customized Reports	Detailed Information of Man-hours and Job Status in a Job
Job Count	Keeps Track of Task Completed and Target Achieved
Real-time Notifications	SMS or Email Notifications about the Activities
Employee Self-service Portal	Real-time Monitoring of Time-Attendance by Employees along with Job Status

Classification of a Project



- Project is Divided into Phases
- Phase gets Divided into Different Types of Jobs

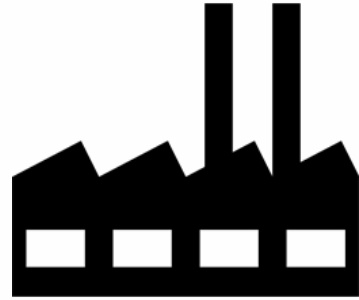
Job Processing and Costing Process



Target Audience



Construction



Manufacturing



IT



Retail

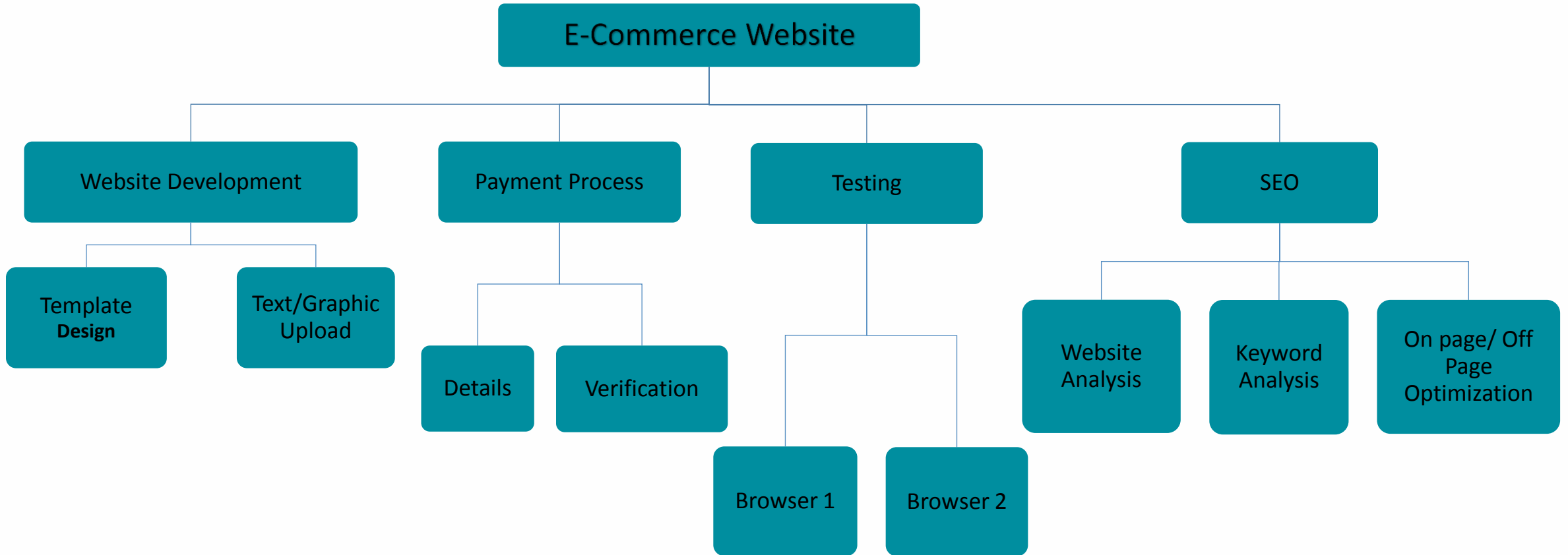
Key Features

Projects and Phases



- Create Project to Add Phases and Jobs to it
- Divides a Project into Multiple Jobs for Quick Execution
- Allows to Create Project/ Phase - wise Different Cost Centre
- Addition of Existing Phases and Jobs to the New Project

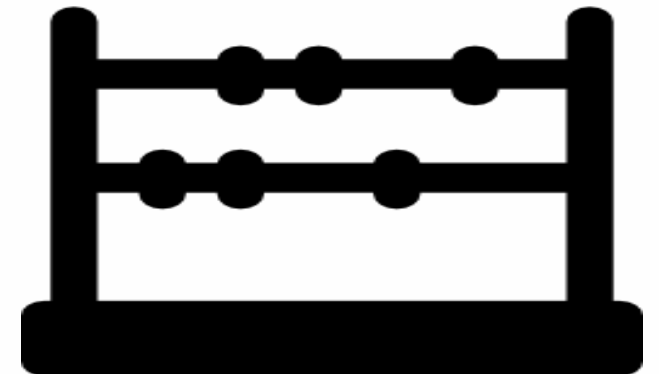




Workforce Count



- Manages your Workforce through Job Scheduling
- Gives Job Details for an Employee on a Selected Date
- Hourly based Job Calculation
- User-wise Production Detail
- Keeps Track of Completion of Each Job



- Assigns Multiple Jobs as Default Jobs for a Site
- Default Jobs can be Assigned to Any Specific Enterprise Group
- User can Punch from Smart Phone with a Click
- Default Jobs to Specific Groups
- Saves Job Enrolment Time
- Helps Admin to know the Work Progress at a Particular Site



- Create Job Group to add Employees Performing the Same Job
- Assigns Single Job to the Whole Group
- Saves Time from the Task of Individual Job Enrolments
- Each Job Groups can Consist of Multiple Jobs



- Total Number of Jobs Performed at the End of Day
- Total Number of Users Performing Different Jobs
- Details of Job Hours, Un-Assigned Hours
- Out Time and Break Hours for a Selected Date Range



- View and Monitor Jobs based on Current Status
- Easy track of Active, Completed and In Progress Status
- Monitors Estimated Work Hours and Actual Work Hours for Each Job
- Contains Information of Start and End Dates of the Job



Job Costing and Forecasting



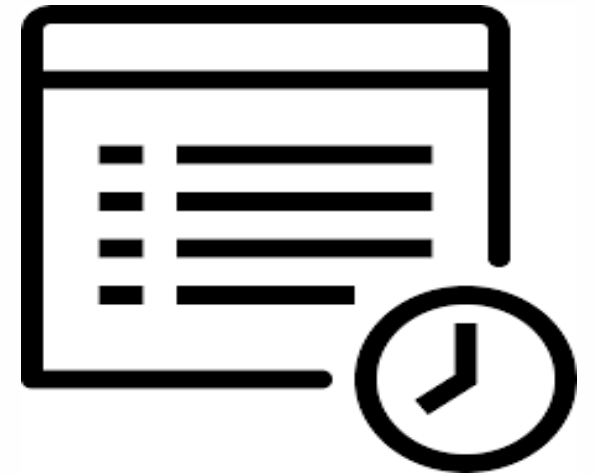
- Assigns Job Code to the User
- Creates Cost Centre and Associates them with a Project
- Calculates Unit-wise Investments on the Project
- Well-defined Workflow for Proper Cost Estimation
- Forecasting of the Time required to Complete the Project
- Live Tracking of Manpower Spent for Different Jobs
- Track Budgeted, Actual and Projected Costs



Time Sheet Correction

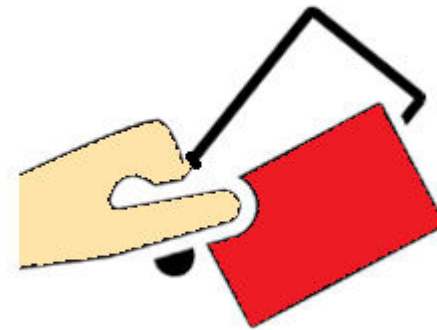


- Allows Attendance Correction in case of Missed Punch
- Only Authorized Person can Apply for Attendance Correction
- Application for Attendance Correction goes to Respective HODS for their Approval



Rewards and Penalty

- Allows User to apply for Award/ Penalty Hours Assignment
- Manager can Approve/ Reject Employee's Application
- Based on the Assigned Work, Employees can be Awarded or Penalized
- Calculation can be done based on Work Hours for a Particular Job



Different Customized Reports



- Daily Job Details
- Monthly Job Details
- Job Transactions
- User Job Details
- Project Summary
- Phase Summary
- Job Summary
- Export – Daily Timesheet



- As User can Apply for Award/ Penalty Hours Assignment
- Manager can Approve/ Reject Employee's Application by Receiving E-mail and SMS Notifications for Awards and Penalty Hours



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Job Summary

Run By: HR

Phase ID	Name	Project Code	Phase Code	User Count	Job Hours
JO1	Job1	Prj1	J1	1	7.17



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Project Summary						
Run By: HR						
Project Code	Name	Date	Phase Count	User Count	Job Hours	Job Count
PRJ1	Project-1	12/9/2015	1	1	7.17	4

Matrix Comsec Pvt. Ltd.							Page 1 of 1
Job Transactions From 01/07/2014 To 22/09/2016							
Run by:HR			Date: 22/09/2016				
User ID	Name	Project	Job	Start	End	Hours Type	Hours
09-09-2016							
1425	Mukesh	PRJ1		09:00	15:00	UnAssigned	06:00
Total Hours:		Job	Un-Assigned	Break	Out Time		
		00:00	06:00	00:00	00:00		
12-09-2016							
1425	Mukesh	PRJ1	JO1:JOB1	09:00	10:00	Job	01:00
1425	Mukesh	PRJ1		10:00	12:00	UnAssigned	02:00
1425	Mukesh	PRJ1	JO1:JOB1	12:00	12:00	Job	-
1425	Mukesh	PRJ1	JO1:JOB1	12:00	18:00	Job	06:00
1425	Mukesh	PRJ1	JO1:JOB1	18:00	18:17	Job	00:17

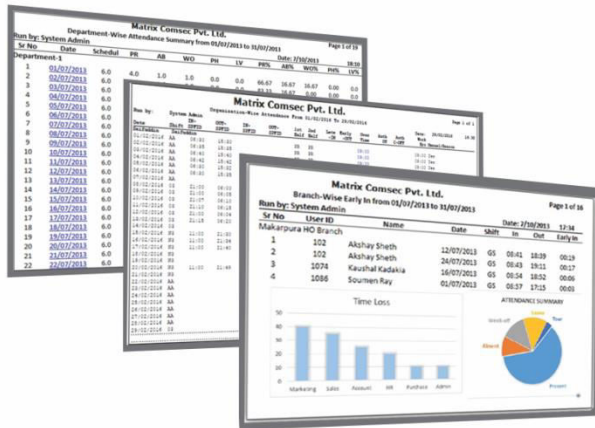
Matrix Comsec Pvt. Ltd				Page 1 of 1
User Job Details From 01/01/2016 To 22/09/2016				
Run by:HR		Date: 22/09/2016		
Sr No	User ID	Name	Job Hours	
12-09-2016				
PROJECT1				
1	1425	Manish	07:17	
2	1426	Monica	08:00	
3	1427	Mukesh	05:00	
Total:			20:17	

Organization-Wise Summary

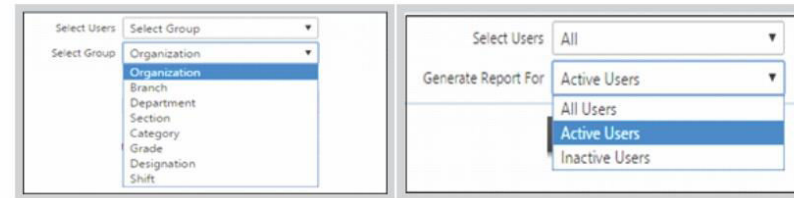
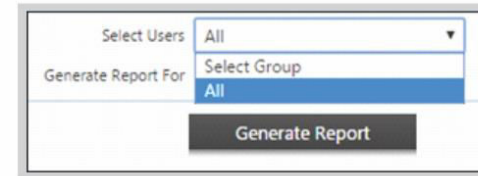


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Organization-Wise Transaction-Wise Hours Summary From 01/01/2015 To 22/09/2016											
Run by:HR										Date: 9/22/2016	
Date	Shift	Project	Job	Start	End	Award Hours	Penalty Hours	Total Hours	Standard Hours	OT1	OT2
1425		Mukesh			Designation-1						
09/09/2016	GS			09/09/2016	09/09/2016			06:00			
				09:00	15:00						
12/09/2016	GS	PRJ1	JOB1	12/09/2016	12/09/2016			01:00			
				09:00	10:00						
12/09/2016	GS	PRJ1	JOB1	12/09/2016	12/09/2016			02:00			
				10:00	12:00						
12/09/2016	GS	PRJ1	JOB1	12/09/2016	12/09/2016						
				12:00	12:00						
12/09/2016	GS	PRJ1	JOB1	12/09/2016	12/09/2016			06:00			
				12:00	18:00						
12/09/2016	GS	PRJ1	JOB1	12/09/2016	12/09/2016			00:17			
				18:00	18:17						
Total Days:			2					15:17			

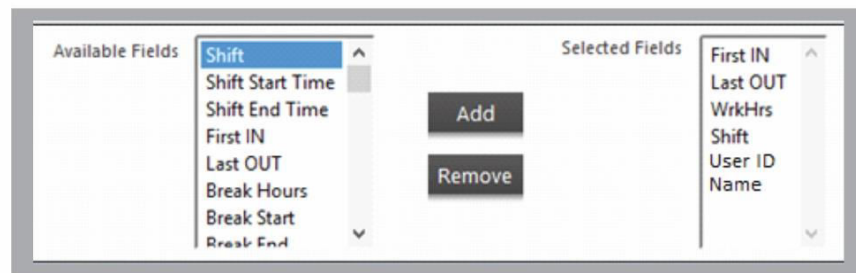
Reports



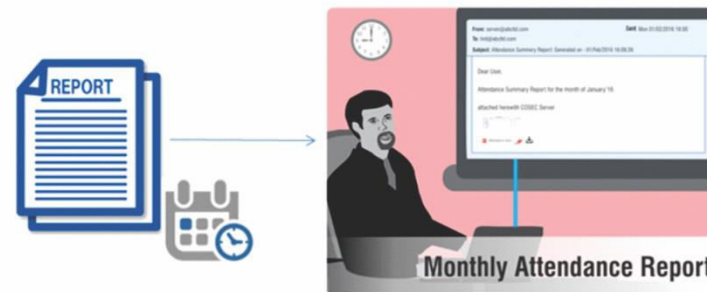
Generate 200+ Reports and Charts



Apply Various Filters to Generate Specific Reports



Generate Customized Report Template



Send Reports on Email at Scheduled Time



Matrix COSEC Product Range



VEGA Series



DOOR Series



DOOR FMX10

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We put
more
in the box

so your
business
can think
more
out of
the box.



Thank You.