

## SAGE CARPE DIEM

CDWeb

### GLOBAL SUPPORT WITH MULTIPLE TIME ZONE, REGION AND CALENDAR SETTINGS

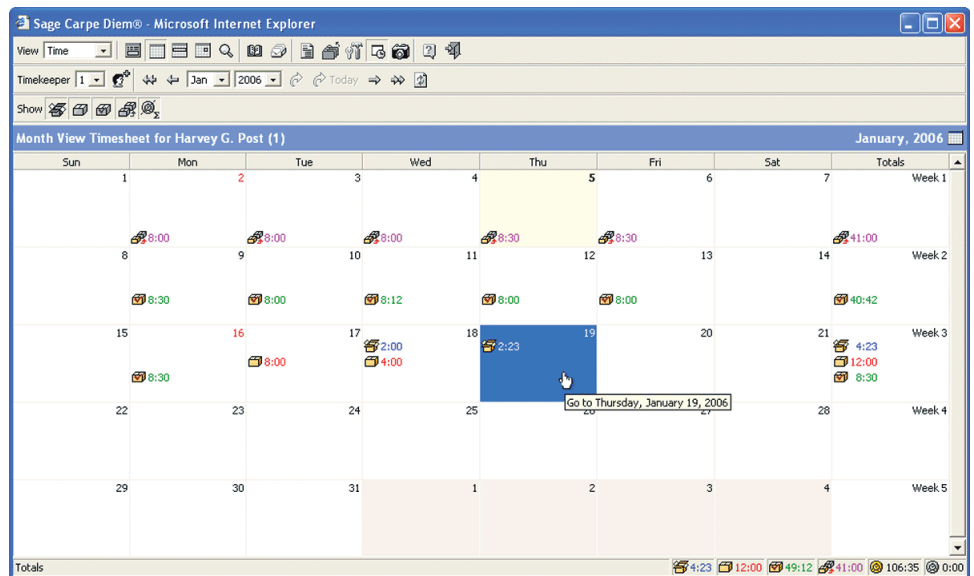
Collect time and expense information from timekeepers working in different time zones and countries. Or collect entries from multiple business units that observe different calendar constants. CDWeb supports multiple time zones and regional settings which can be set for specific month and day names, as well as currency format. CDWeb also has the ability to define multiple calendars, each with its own list of holidays, first day of the work week and fiscal year-end date.

### TIME AND EXPENSE SHEET TEMPLATES

CDWeb allows you to create time and expense sheet templates from the Day View, Week View and Search Results View, which can save you time in re-entering duplicate data.

### REAL-TIME REPORTING

Remote employees can more effectively manage their time and expenses while on the road, with instant access to real-time reports. CDWeb validates both time and expense entries in "real-time" using the same format and rules as the Sage Carpe Diem desktop module.



Extend the powerful capabilities of Sage Carpe Diem to your company Internet or intranet with the Sage Carpe Diem browser module, CDWeb. With CDWeb, your company's time and expense records are stored on a centralized server, eliminating the need for time-consuming import or export routines from multiple database sites.

### Real Time Reporting for Better Time Management

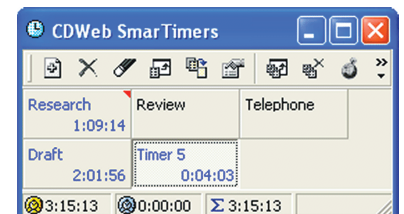
CDWeb validates both time and expense entries in real-time, using the same format and rules as the Sage Carpe Diem desktop module. Remote employees can more effectively manage their time and expenses while on the road with instant access to real-time reports. The system is protected against invalid entries with powerful security features and login controls, so incorrect data never reaches the billing system.

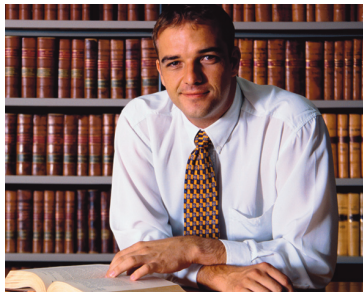
### Multiple Calendar, Time Zone and Regional Settings

CDWeb provides customized settings for entering time from anywhere in the world, so information is accessed quickly and easily for reporting and billing purposes. With multiple calendar support, you can define multiple calendars, each with its own list of holidays, first day of the work week, and fiscal year-end settings. This allows you to use Sage Carpe Diem to collect time and expense entries for timekeepers working in different locations and multiple business units that observe different calendar constants. CDWeb also supports multiple time zones, as well as regions, allowing you to set the month names, days and currency format of the selected regions.

### Effortless time tracking with SmarTimers®

The SmarTimer® clock works like a stopwatch, enabling timekeepers to focus on billable work, rather than monitoring their billable time. With SmarTimers, timekeepers can accurately record time spent on a task with the click of a mouse.





# Sage Carpe Diem

## CDWeb

*"The biggest benefit to using...CDWeb...is having everyone on the same system so we can easily print reports, check the cost status of a project and track the individual costs per person on a project."*

Wayne Cripps, Technical Specialist  
Toronto Dominion Bank Financial Group

The CDWeb browser module is easy to install and maintain. CDWeb uses the same databases and configuration environment as Sage Carpe Diem, so transition from Sage Carpe Diem to the CDWeb browser module is seamless and easily facilitated. Once CDWeb is installed, there is no longer a need to maintain software on each timekeeper's desktop. And the thin architecture of CDWeb allows instant online access without occupying valuable space on each timekeeper's hard drive. All upgrades and system administration functions are accessed online, saving time for IT maintenance and support.

- CDWeb runs side-by-side with the Sage Carpe Diem desktop version for Microsoft® Windows.
- The CDWeb browser works with your staff, wherever they may be. Timekeepers can submit time and expense entries over the intranet while in the office, or over the Internet while on the road.
- The SmarTimer® clock works like a stopwatch, enabling timekeepers to focus on billable work, rather than monitoring their billable time. With SmarTimers, timekeepers can accurately record time spent on a task with the click of a mouse.
- CDWeb saves time by allowing a timekeeper to effortlessly switch between timekeepers. When an assistant finishes entering time for one employee, a single mouse click displays information and accepts entries for another.
- Easily customize views, default settings and other options.
- Like Sage Carpe Diem, CDWeb offers an integrated Glossary, enabling your team to work faster by creating personal abbreviations for commonly used terms and phrases. When entering narrative text, the timekeeper simply types the glossary abbreviation and CDWeb automatically expands the abbreviation to its full phrase.
- The Report Assistant allows staff to print time or expense entries in a range of reporting formats. Easily generate custom reports using a variety of report templates. The reports can be saved as PDFs and automatically displayed in the browser, similar to the Sage Carpe Diem desktop version.
- CDWeb remembers recently-used clients, projects and other validation information in "favorites". This provides an easy way for timekeepers to choose validation values, rather than wade through a long list of validation choices.
- The enhanced date entry form saves time for administrative personnel, providing quick-step features in the data entry process.
- Temporary IDs are a snap to obtain, which is important for new clients or projects that are not yet entered into the system. Timekeepers can create entries or SmarTimer data using temporary values for clients or projects. When clients/projects become available in the billing system, timekeepers can instantly update all entries that use the same temporary values. abbreviation and CDWeb automatically expands the abbreviation to its full phrase.
- CDWeb allows you to create time and expense sheet templates from the Day View, Week View and Search Results View, which can save you time in re-entering duplicate data.
- CDWeb allows the system manager to integrate Sage Carpe Diem and Windows domain authentication. In addition to allowing the system manager to select a security mode, the Security Mode dialog box provides the options needed to configure integrated domain authentication providing more flexible security options.