



## **RFgen JD Edwards Integration Suite**

### *Time Entry & Time Sheet Management Simplified*

*By Deep Gréwal*

*The existence of JD Edwards within an organization does not ensure streamlined and lean business processes.*

Although your organization may be using JD Edwards as the ERP system, as a supervisor, you may still be in a remote silo and could potentially be missing the benefits of automation and streamlined data entry. An important aspect of management includes reviewing and approving the time sheets of your employees and transmitting this data to the payroll department. This periodic and time-consuming task is critical and must be performed by a certain time each week or each pay period. The integrity of this data is crucial since it literally translates time into money. Miscalculations and/or a failure to meet deadlines can result in dismal consequences which are costly to correct and painful to endure.

#### **RFgen Time Entry for JD Edwards**

There is an efficient solution which can seamlessly integrate with JD Edwards to automate and streamline the process of data collection and review for employee time sheet management. RFgen Software has developed a two-part solution which remedies the problems associated with employee time entry and time sheet management and is fully-compatible with the JD Edwards ERP system, thus eliminating the need for data transfer and data duplication across multiple independent systems.

#### ***Kiosk Time Entry***

*Kiosk Time Entry automates data collection through the direct involvement of employees.*

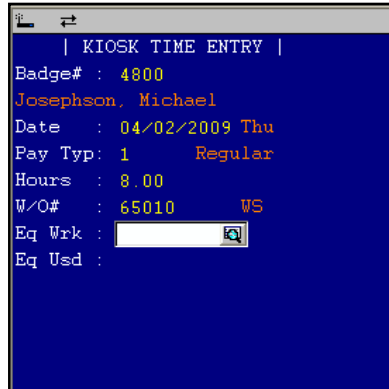
Kiosk Time Entry quickly and accurately accepts information directly from the employees using mobile devices and PC kiosks. An employee simply obtains a mobile device or approaches a kiosk and keys in the time entry data that would otherwise be handwritten on a time sheet. This information is electronically stored and can be accessed for review and approval at any time by a supervisor using the Management Console. To preserve data integrity, time entry records cannot be deleted neither by employees nor by supervisors. To correct an erroneous time entry, an employee simply enters an offset time entry record (by use of negative hours values). Accountability is further enhanced with the inclusion of an employee ID for each transaction which is placed. With the implementation of kiosks, the archaic method of maintaining paper time sheets is made obsolete.

#### **Benefits :**

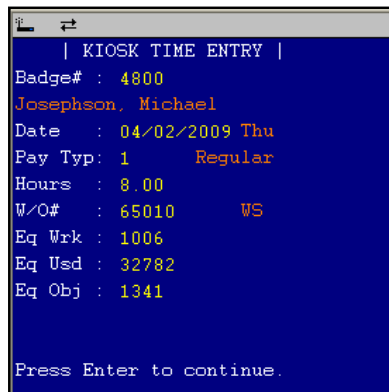
- Increases productivity
- Promotes time entry accountability
- Improves data integrity
- Eliminates lost or damaged documents
- Reduces paper usage and storage



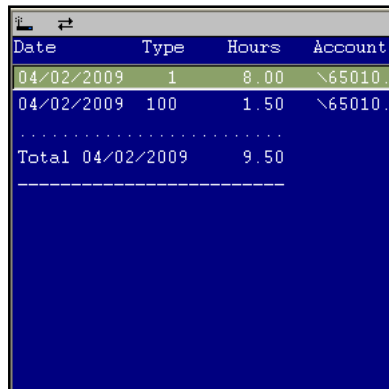
*Mobile Device*



*Figure 1: A time entry record is being created by an employee.*



*Figure 2: A time entry record has been completed and is about to be saved.*



*Figure 3: An employee is viewing all of his previous time entries.*



### Kiosk PC

| KIOSK TIME ENTRY |

Badge# : 4801      Breton, Josephine     

Date : 04/04/2009      Saturday, April 04, 2009     

Pay Type : 100      Overtime 1.5     

Hours : 2.00

W/O# : 65040      WS: Screeners for Concourse Gates

Eqp Wrk : 32662      Server Media Kit

Eqp Used : 32993      12 Laptop Computers

Eqp Obj :

Date	Type	Hours	Account	Eqp Wrkd	Eqp Used	Object	User ID	Trans Date
04/01/2009	1	3.50	\65010				DEEP	04/02/2009
04/01/2009	1	4.50	\65023	1006	32601	1341	DEEP	04/02/2009
Total 04/01/2009		8.00						
04/02/2009	1	4.00	\65023	1006	32601	1341	DEEP	04/02/2009
04/02/2009	1	4.00	\65041				DEEP	04/02/2009
Total 04/02/2009		8.00						
04/03/2009	1	8.00	\65023	24635	31430	1222	DEEP	04/02/2009
Total 04/03/2009		8.00						

**Figure 4:** A time entry record is being created by an employee. The Kiosk PC also shows all previous time entries made by the same employee towards the bottom of the screen. The command buttons at the top-right corner of the screen shot are compatible with a mouse and a touch-screen monitor.

### Management Console

*The Management Console is a tool for supervisors to analyze employee time data.*

The Management Console is a PC-based application that allows a supervisor the ability to view all of the time entry data of his/her subordinates in one screen based upon criteria that can be entered and edited with ease. Since the same accountability features are in place as with Kiosk Time Entry, record auditing becomes a simple task. A supervisor can then use this application to create, review, and/or edit time sheet data as necessary. Once this process is complete, the push of a button approves and submits the time entry information as a batch for further processing in the payroll cycle. Even if the information is not submitted by the supervisor as a batch into the payroll cycle, an authorized department, such as Payroll, can easily access and process the data from within JD Edwards.

#### Benefits :

- Centralizes employee data
- Reduces review/approval time
- Allows creation of new data
- Formats data for JD Edwards
- Facilitates time entry record auditing



MANAGEMENT CONSOLE | Supervisor: 7550 Fuentes, Jason Week Starting: 3/30/2009 Monday, Week: 14/2009

ID	Employee	Date	Type	Hours	Account	Eq Wkrd	Eq Used	Object
4800	Josephson, Michael	04/02/2009	1	8.00	\65010	1006	32782	1341
4800	Josephson, Michael	04/02/2009	100	1.50	\65010	1006	32782	1341
Total 4800				9.50				
4801	Breton, Josephine	04/02/2009	1	4.00	\65023	1006	32601	1341
4801	Breton, Josephine	04/02/2009	1	4.00	\65041			
Total 4801				8.00				
4802	Fraser, Carol	04/02/2009	1	8.00	6100.1341			
Total 4802				8.00				
4803	Beck, Jeremy	04/02/2009	1	3.00	\451451	24619	32731	1222
4803	Beck, Jeremy	04/02/2009	1	5.00	\65041	24619	32731	1222
Total 4803				8.00				
4804	Guerzerra, Joe	04/02/2009	1	3.50	\65040	24601	31430	1137
Total 4804				3.50				

Badge#: 4804 Date: 04/02/09 Pay Type: 1 Hours: 4.50 W/O#: 65023  
Guerzerra, Joe Thu Regular WS

Eq Wrk: 123 Eq Use: 24694 Eq Obj: 1137  
2005 Jeep Cherokee Paint Booth I

Run TE Batch

Figure 5: A supervisor is analyzing all of the time sheet entries entered by his employees while adding a new entry for another employee.

MANAGEMENT CONSOLE | Supervisor: 7550 Fuentes, Jason Week Starting: 3/30/2009 Monday, Week: 14/2009

ID	Employee	Date	Type	Hours	Account	Eq Wkrd	Eq Used	Object
Total				.00				

Badge#: \_\_\_\_\_ Date: \_\_\_\_\_ Pay Type: \_\_\_\_\_ Hours: \_\_\_\_\_ W/O#: \_\_\_\_\_

Eq Wrk: \_\_\_\_\_ Eq Use: \_\_\_\_\_

Run TE Batch Total records: 16  
Total hours: 72.00

Figure 6: The "Run TE Batch" button has been pressed. All of the valid timesheet entries have been submitted as a batch and summary totals of the submitted batch have been displayed.



### Auditing

*Audit fields provide traceability and ensure transactional integrity at a record-level.*

A common convention in JD Edwards table design is the use of audit attributes/columns which, in most cases, are automatically populated for each record that is added or updated in a table. This principle has also been implemented within the RFgen JD Edwards Integration Suite. Therefore, all records created using Kiosk Time Entry and the Management Console automatically populate the audit fields with vital transactional data that can be analyzed and reviewed to obtain further information about a specific transaction.

Date	Type	Hours	Account	Eqp Wrkd	Eqp Used	Object	User ID	Trans Date
04/02/2009	1	8.00	\65010	1006	32782	1341	DEEP	04/02/2009
04/02/2009	100	1.50	\65010	1006	32782	1341	DEEP	04/02/2009
Total 04/02/2009		9.50						
04/03/2009	1	8.00	\65010	1006	32782	1341	DEEP	04/02/2009
Total 04/03/2009		8.00						
04/04/2009	1	3.00	\65041				DEEP	04/02/2009
04/04/2009	1	5.00	\65042				DEEP	04/02/2009
Total 04/04/2009		8.00						

**Figure 7:** A detailed analysis is being performed on a particular employee for auditing purposes. The "User ID" and "Trans Date" fields indicate who entered the transaction and when it was created.

The Management Console is often used to make time entry changes to existing records. A common practice is to adjust the amount of hours worked by an employee. To increase the number of hours, a positive hours value can be used. To decrease the number of hours, a negative hours value must be used. Note that all adjusting entries also include audit field information.

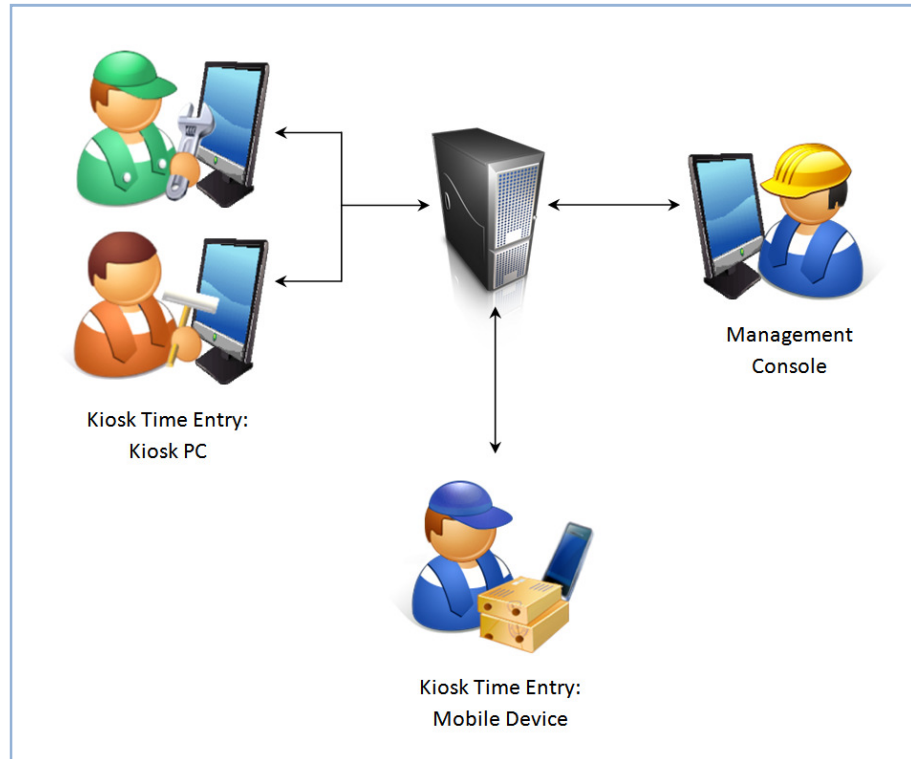
Date	Type	Hours	Account	Eqp Wrkd	Eqp Used	Object	User ID	Trans Date
04/02/2009	1	8.00	\65010	1006	32782	1341	DEEP	04/02/2009
04/02/2009	100	-1.50	\65010	1006	32782	1341	MGR	04/02/2009
04/02/2009	100	1.50	\65010	1006	32782	1341	DEEP	04/02/2009
Total 04/02/2009		8.00						
04/03/2009	1	8.00	\65010	1006	32782	1341	DEEP	04/02/2009
Total 04/03/2009		8.00						
04/04/2009	1	3.00	\65041				DEEP	04/02/2009
04/04/2009	1	5.00	\65042				DEEP	04/02/2009
Total 04/04/2009		8.00						

**Figure 8:** The selected entry indicates that a user ID of "MGR" has created an adjustment entry for a particular employee by creating an offset of -1.50 hours.



**Summary**

RFgen integrates with JD Edwards by utilizing the existing business functions and processes within the system. The software is easy to implement and does not require any additional code to be written to the JD Edwards system. RFgen is also not affected by application changes to JD Edwards such as upgrades and patches. Companies using RFgen experience the lowest TCO (total cost of ownership) in the industry and the lowest maintenance costs in the market.



**Figure 9:** Kiosk Time Entry terminals and a Management Console terminal are interconnected via RFgen and JD Edwards architecture.



## DataMAX Software Group, Inc.

*DataMAX Software Group is an Oracle Certified Partner and is a recognized SAP Certified Integration solutions provider that specializes in cutting-edge automated data collection practices.*

Founded in 1983, the DataMAX Software Group, Inc. (better known as RFgen Software) specializes in mobile and wireless Automated Data Collection (ADC) software products, as well as "Open Source" supply chain solutions. As an *Oracle Certified Partner: JD Edwards Enterprise One* and with an expertise in *SAP Certified Integration*, our mission is to provide flexible and reliable automated data collection solutions that solve current and potential real-world business challenges. To fulfill this mission, DataMAX annually invests thousands of hours into R&D as it relates to mobile devices, wireless technologies, and advances in automated data collection methods such as voice and RFID. The RFgen Framework is designed as an open platform that speeds the path from idea, to proof-of-concept, to mobile deployment.

Providing built-in functionality for enterprise connection management, network device management, and wireless communication management – RFgen designed applications are flexible enough to meet any business goal. When you select an RFgen based automated data capture system you can be assured that your applications today will be able to support the new technologies of tomorrow.

RFgen enabled solutions can be found in over half of all Fortune 100 manufacturing companies as well as in numerous mid-level and smaller enterprises. DataMAX's flagship product, the RFgen Framework, is truly an outstanding, horizontal system for delivering wireless and mobile automated data capture solutions. Whether the target is distribution, manufacturing, retail, agriculture, pharmaceuticals, healthcare, or something else, RFgen is flexible enough to meet unique requirements; this is a fact to which our 2,000+ customers can readily attest.

We understand the needs of our customers and are committed to helping them implement solutions that raise their level of productivity quickly.

There are many advantages to working with RFgen:

**Consulting:** RFgen will work with your existing processes in great detail in order to analyze and fully understand how you run your business. We aim to work in harmony with your organizational objectives.

**Systems integration:** RFgen helps organizations integrate our software via needs analysis, strategic planning, implementation, training, and support.

**Remote and on-site service:** Service and support can be provided at your facility or remotely to meet your needs.

**Over 26 years experience:** RFgen understands the needs of organizations and is able to provide solutions that are supported by a seasoned staff of professionals.

**Partners:** RFgen works with over 125 certified partners worldwide that specialize in wireless/mobile data collection and ERP system integration.



***Extensive client base:*** Some of the market segments we serve include organizations in the automotive, construction, beverage, technology, finance, government, retail, and manufacturing industries. We support over 2,000 customers with a total of 30,000 users in over 30 countries.

To find out how RFgen can help streamline your organization's document needs, please call (916) 939-4065 or email [sales@rfgen.com](mailto:sales@rfgen.com).

