

## PRODUCT SHEET

## Sage Field Operations

*Sage 100 Contractor*

Sage Field Operations provides the field team with the critical information they need on-site and streamlines their communication with the office. This helps deliver higher quality work, improved efficiency, and maximum profitability for field operations. Integrate Sage Field Operations with Sage 100 Contractor to deliver excellent service, improve client retention, and win new business.

**One Source for the Truth**

What makes Sage Field Operations unique is its comprehensive integration with Sage's back-office business and project management solutions. Real-time data is synced instantly, so your team will always have the latest information available without any delay from a nightly sync process or administrative data post.

Plus, all your data will reside in one place! No need to run reports from two different systems and consolidate the results. Your entire team, in the office and the field, shares the same project details as soon as they are entered, whenever, wherever.

With one source for the truth, your company will always be on the same page regarding a project's status and direction.

**Document Field Facts**

Field reports are not beneficial if they are not completed and submitted each day. Sage Field Operations can help streamline this process to make field report submission actually happen daily. Standardize and simplify the capture of weather conditions, workers on site, production units in place, factors impacting your progress, and any other key details. Everything you need to report can be done in real-time to instantly identify construction issues and limit your liability in legal disputes.

**Field reports allow you to:**

- Attach additional information to reports, including photos that can provide an important visual job history.
- Set up review processes and capture approval signatures on reports if required.
- Store field reports with other job-related information for easy access and future reference.

“The solution has been invaluable in the modernization of our payroll process.”

**- David Maloy, President, FireTron Inc**

**Time Review**

Export Data View Timesheets

Filter Approve all selected

Date: From: 2018-12-10 To: 2019-01-06  
 Include: Completed  
 Clear Filters / View All

Group by employee  
 Only show what needs my approval

Flag	Group	Type	Status	Workflow Step	Action	Job	Cost Code	Extra	Work Desc.	Work Perf. Comments	Employee	Entered By	Work Date	Hours	Pay Type
Elliott, Chris B.		7.00 hours													
	Construction	Job	Not Submitted	Select		03-002 Clackamas Office Park #4	2-810	1 / Sprinkler System	Job Site Clean Up		Elliott, Chris B.	Jones, Robert	Fri, Jan 4	4.00	Regular Hourly Pay
	Construction	Job	Not Submitted	Select		03-002 Clackamas Office Park #4	2-810	1 / Sprinkler System	Wrap up job site		Elliott, Chris B.	Jones, Robert	Fri, Jan 4	3.00	Regular Hourly Pay
Garcia, Jose B.		7.00 hours													
	Construction	Job	In Progress	1 2	Select		03-002 Clackamas Office Park #4	2-810	1 / Sprinkler System	Job Site Clean Up	Garcia, Jose B.	Jones, Robert	Fri, Jan 4	4.00	Regular Hourly Pay
	Construction	Job	In Progress	1 2	Select		03-002 Clackamas Office Park #4	2-810	1 / Sprinkler System	Wrap up job site	Garcia, Jose B.	Jones, Robert	Fri, Jan 4	3.00	Regular Hourly Pay
Jones, Robert		10.00 hours													
	Job		Not Submitted	Select		03-002 Clackamas Office Park #4	2-810	1 / Sprinkler System	Job Site Clean Up		Jones, Robert	Jones, Robert	Fri, Jan 4	4.00	Regular Hourly Pay
	Job		Not Submitted	Select		03-002 Clackamas Office Park #4	2-810	1 / Sprinkler System	Wrap up site work		Jones, Robert	Jones, Robert	Fri, Jan 4	3.00	Regular Hourly Pay

### Control Labor Costs

Labor costs can make or break a construction project. Keep those labor costs in check with Sage Field Operations field time entry, submission, and approval functionality.

Workers can punch in and out of work right from their mobile devices or, if you prefer, supervisors can enter start and end times, cost codes, and pay types for individuals or an entire crew. They can even enter equipment usage. The time submits directly to Sage 100 Contractor for efficient and timely payroll processing.

#### Labor cost controls allow you to:

- Track travel times, breaks, and lunches as well as vacation and sick pay.
- Customize time review and approval workflows.
- Submit hours to payroll directly from your daily field reports or from the assignments page, whichever is most convenient.

### Find Answers Fast

From inconsistencies in project plans to unforeseen site conditions, your field leaders can send off a request for information (RFI) as soon as they encounter an issue. The same holds true for requests for proposal (RFP). Both RFIs and RFPs can be submitted immediately from a mobile device, anytime and anywhere, for instant project communication to avoid lost opportunities or project delays.

For more information contact your Sage business partner or customer account manager at **SageCRE.com** or **800-628-6583**.

### Manage Change

Change is constant during construction and when change happens, Sage Field Operations steps in to help your field staff quickly create change orders on the spot. Make your change order process as easy as possible to make sure you are paid for all the work you do. Don't find yourself leaving money on the table.

#### Change management allows you to:

- Submit all the necessary details about the change request, including any relevant attachments.
- Update budgets to reflect the increase in costs and revise the contract with scope changes in real-time.
- Capture approvals in the field with electronic signatures.

### Schedule and Monitor Resources

Even the best laid construction plans can't account for all the scheduling changes that may occur on a day-to-day basis. Sage Field Operations helps you make sure the right people and equipment show up when and where they're supposed to. Easily schedule your employees, equipment, and different subcontractors using the digital dispatch board. Then monitor schedules by job, cost code, even work order.