

# Managing Job Time Events & Jobsheets

Engineers have to create time events to work on a any job. This provides complete transparency and detailed information on the number of hours taken to complete the job and the hours each engineer has worked on the job.

To view this click on the T/S tab of the job.

This will detail all the time events for that job and who the engineer was.

The screenshot shows the 'DWIGHT JOB 1' interface with the 'T/S' tab selected. A message states: 'Please note time events will NOT appear here until the Timesheet has been created. This typically occurs at 11pm each day.' Below this is a table with two rows of time events. The 'Start Time' and 'Reason Type' columns for both rows are highlighted with red boxes. The first row shows a start time of 14-04-2024 17:55 with a reason type of 'Start Day'. The second row shows a start time of 14-04-2024 18:14 with a reason type of 'Finish Job'. The table also includes columns for 'Event Name', 'Created By', and 'Date Created'. The 'Event Name' column contains the text 'Zach Rollings-Dwight Job 1-14-04-2024 16:55:19' and 'Zach Rollings-Dwight Job 1-14-04-2024 17:14:56'. The 'Created By' column contains the name 'Zach'. The 'Date Created' column contains the date '14-04-2024 17:55' and '14-04-2024 18:14'. The interface also features a sidebar with various job management tools and a bottom section with status indicators and a 'BACK TO TOP' link.

Event Name	Start Time	Reason Type	Created By	Date Created
Zach Rollings-Dwight Job 1-14-04-2024 16:55:19	14-04-2024 17:55	Start Day	Zach	14-04-2024 17:55
Zach Rollings-Dwight Job 1-14-04-2024 17:14:56	14-04-2024 18:14	Finish Job	Zach	14-04-2024 18:14

**Top tip: Timesheets for each user are NOT created until 11pm each day.**

Timesheets are created at 11pm. Looking at the T/S tab after 11pm will the related timesheet for the time events for each engineer who has worked on the job. The timesheet will show the hours each engineer has worked on the job.

