

## Project 5858 – Project Labor Dashboard

The Project Labor Dashboard was written to provide Preferred Lightning Protection an easy way of exporting all of their labor detail to a spreadsheet for ADP.

1. The rates for the dashboard are maintained in the Project Maintenance user fields. They must be set up as:
  - a. User Field 1: City Tax Frequency
  - b. User Field 2: PW Reg Rate – Prevailing Wage Regular Rate
  - c. User Field 3: PW OT Rate – Prevailing Wage Overtime Rate
  - d. User Field 4: PW Total Rate – Prevailing Wage Total Rate
  - e. User Field 5: PW Fringe Rate – Prevailing Wage Fringe Rate
2. Once the user fields are setup correctly, you can setup the corresponding rates for each project.

The screenshot shows the 'Project Maintenance (Update)' window. It contains several sections for data entry:

- Project Information:** Project Number (KS18067), Description (KC FAA ARTCC), Customer (001103), Name (Citadel Electric Group, Inc.), Contact (Eric Larsen), Contact Phone (816-564-9957), and Ext. (empty).
- Estimate Summary:** A table with columns: Original Estimates, \$\$/Hr, Labor Hours, Labor, Material, Direct Dollars (Outside, Sales), Gross Margin, Start Date, and Finish Date. Values: Original Estimates (47.53), Labor Hours (74), Labor (3,517), Material (1,452), Direct Dollars (Outside: empty, Sales: empty), Gross Margin (empty), Start Date (12/01/20), Finish Date (05/01/21).
- Personnel & Dates:** Estimate By (Heather Horn), Date Created (11/30/20), Commission % (empty), Estimate Modified By (Deana Hunt), Date Modified (12/18/20), Budget Locked By (empty), Date Locked (empty), and a Lock checkbox.
- City Tax Code:** A field with a value of 54.53.
- PW Rates:** PW Reg Rate (34.16), PW OT Rate (71.61), PW Total Rate (54.53), and PW Fringe Rate (20.37).
- Buttons:** Save, Phases, Notes, Rev Rec, Checkpoint, Exit, Union Rate, Script 2, and Script 3.
- Footer:** PRJ001-PRJS001A, GABIS ACTIVE, .NET - Initializing, and PRJ001-092420.1534.

3. For employees that are union members, you will need to click the 'Union Rate' button to setup their rates for each project.
  - a. The Union Rates screen will open, and you will see the project information at the top, and all hourly employees in the INST department. Once you enter the correct rates, click 'Save' to write them to the custom table.

**Project Maintenance (Update)**

Project Number: KS18067 Description: KC FAAARTCC Customer: 001103 Name: Citadel Electric Group, Inc.

Contact: Eric Larsen Contact Phone: 816-564-9957 Ext.:

Original Estimates	\$/Hr	Labor Hours	Labor	Material	Outside	Sales	Gross Margin	Start Date	Finish Date
	47.53	74	3,517	1,452				12/01/20	05/01/21

Estimate By: Heather Horn Date Created: 11/30/20 Commission %:

Estimate Modified By: Deana Hunt Date Modified: 12/18/20

Budget Locked By: Date Locked: ☐ Lock

City Tax Code: PW Reg Rate: 34.16 PW OT Rate: 71.61

PW Total Rate: 54.53 PW Fringe Rate: 20.37

Save Phases Notes Rev Rec Checkpoint Exit

**Union Rate** Script 2 Script 3


PRJ001-PRJ5001A GABIS ACTIVE .NET - Initializing PRJ001-092420.1534

**Union Rates (PLP)**

Project: KS18067 Description: KC FAA ARTCC Save

Drag a column header here to group by that column

Employee #	Employee Name	Dept.	Hourly Rate	Benefits	Total Rate	OT Rate
09502	Clay Moser	INST	\$0.00	\$0.00	\$0.00	\$0.00
09500	Brett Dowis	INST	\$0.00	\$0.00	\$0.00	\$0.00
09501	Christopher Chitwood	INST	\$0.00	\$0.00	\$0.00	\$0.00
09503	Jacob Dyche	INST	\$0.00	\$0.00	\$0.00	\$0.00
09505	Kristopher Pettlon	INST	\$0.00	\$0.00	\$0.00	\$0.00
09506	Travis Reed	INST	\$0.00	\$0.00	\$0.00	\$0.00
09507	Tyler Steel	INST	\$0.00	\$0.00	\$0.00	\$0.00
09508	Jaxon Pettlon	INST	\$0.00	\$0.00	\$0.00	\$0.00



**Union Rates (PLP)**

Project: 
Description:

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Employee #	Employee Name	Dept.	Hourly Rate	Benefits	Total Rate	OT Rate
09502	Clay Moser	INST	\$0.00	\$0.00	\$0.00	\$0.00
09500	Brett Dowis	INST	\$0.00	\$0.00	\$0.00	\$0.00
09501	Christopher Chitwood	INST	\$0.00	\$0.00	\$0.00	\$0.00
09503	Jacob Dyche	INST	\$0.00	\$0.00	\$0.00	\$0.00
09505	Kristopher Pettlon	INST	\$0.00	\$0.00	\$0.00	\$0.00
09506	Travis Reed	INST	\$0.00	\$0.00	\$0.00	\$0.00
09507	Tyler Steel	INST	\$0.00	\$0.00	\$0.00	\$0.00
09508	Jaxon Pettlon	INST	\$0.00	\$0.00	\$0.00	\$0.00


- For the employees to appear in the Project Labor Dashboard, they must be in the INST department, and they must have 'PET' in the Comments 3 field on Employee Master. If they are using 'LP' time, it also has to be setup in Employee Master Comments 2. This is specific for Preferred Lightning Protection.
- When you are done setting up the rates for project and employees are setup correctly, you can start using the Project Labor Dashboard.
- To load information into the dashboard, you must select a beginning and end date. Once you have your dates selected, click the Refresh button to populate the grids.


**Project Labor Dashboard (PLP)**

Drag a column header here to group by that column

☐ Include Salaried Employees in Export

Drag a column header here to group by that column



- The top grid will populate with Job Detail information that falls between the date range. The Job detail is based off the Charge Date.
- The Prevailing Wage pay amounts and Union pay amounts are calculated using the rates setup on the Project Master. The Regular Hours amount and OT hours amount are calculated based on the Workcenter. For Example, if the workcenter is PVW, the Prevailing Wage Regular Time rate will be multiplied by the Regular Hours worked to get the regular pay amount.

**Project Labor Dashboard (PLP)**

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Empl #	Name	Dept	Work Order	Project # ...	Workcenter	Router	Description	Hours Worked	Total Hours	Regular Time	% T
09500	Brett Dowis	INST	052714-000		AM01	A320	Assembly Work Group ...	0.73	235.75	0.52	
09500	Brett Dowis	INST	INKS19-098	KS19098	LP	PROJECT LABOR	LP Time	4.00	235.75	2.85	
09500	Brett Dowis	INST	INKS20-030	KS20030	LP	PROJECT LABOR	LP Time Labor	16.50	235.75	11.76	
09500	Brett Dowis	INST	INKS20-082	KS20082	LP	PROJECT LABOR	LP Time Labor	6.50	235.75	4.63	
09500	Brett Dowis	INST	INMO18-113	MO18113	LP	PROJECT LABOR	LP Time Labor	4.50	235.75	3.21	
09500	Brett Dowis	INST	INMO18-144	MO18144	PVW	PROJECT LABOR	Prevailing Wage Labor...	18.25	235.75	13.01	
09500	Brett Dowis	INST	INMO20-045	MO20045	LP	PROJECT LABOR	LP Time Labor	14.25	235.75	10.15	
09500	Brett Dowis	INST	INMO20-047	MO20047	PVW	PROJECT LABOR	Prevailing Wage Labor...	16.25	235.75	11.58	
09500	Brett Dowis	INST	INMO20-139	MO20139	PVW	PROJECT LABOR	Prevailing Wage Labor...	7.50	235.75	5.34	
09500	Brett Dowis	INST	INMO20-163	MO20163	PVW	PROJECT LABOR	Prevailing Wage Labor...	3.50	235.75	2.49	
09500	Brett Dowis	INST	INTX17-049	TX17049	PVW	PROJECT LABOR	Prevailing Wage Labor...	26.75	235.75	19.06	
09500	Brett Dowis	INST	ZLP21 -		DRIV	ZIND	Drive Time	77.32	235.75	55.10	
09500	Brett Dowis	INST	ZLP21 -		DRIV	ZIND	Indirect Labor	39.70	235.75	28.29	
09501	Christopher Chitwood	INST	INKS18-068	KS18068	LP	PROJECT LABOR	LP Time Labor	1.50	173.50	1.45	
09501	Christopher Chitwood	INST	INKS18-110	KS18110	LP	PROJECT LABOR	LP Time Labor	10.75	173.50	10.41	
09501	Christopher Chitwood	INST	INKS20-030	KS20030	LP	PROJECT LABOR	LP Time Labor	17.75	173.50	17.19	
Total Hours Work...											

1/1/2021 1/31/2021

Per Diem Rate 0

ADP Export

☐ Include Salaried Employees in Export

Drag a column header here to group by that column

Empl #	Name	Dept	Holiday Hours	Holiday Pay	OT Hours	H/V/S Pay	Hours Worked	Flat Bonus	Per Diem Days	Per Diem P...	Gross Pay
09500	Brett Dowis	INST	8.00	\$96.00	67.75	\$96.00	235.75	\$0.00	0.00	\$0.00	\$6,443.79
09501	Christopher Chitwood	INST	8.00	\$96.00	5.50	\$96.00	173.50	\$0.00	0.00	\$0.00	\$3,482.59
09502	Clay Moser	INST	8.00	\$96.00	42.50	\$96.00	210.50	\$0.00	0.00	\$0.00	\$5,662.30
09503	Jacob Dyche	INST	8.00	\$0.00	0.00	\$0.00	5.00	\$0.00	0.00	\$0.00	\$0.00
09504	Keyton Pettion	INST	8.00	\$96.00	39.75	\$96.00	207.75	\$0.00	0.00	\$0.00	\$4,024.86
09505	Kristopher Pettion	INST	8.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	\$0.00
09506	Travis Reed	INST	8.00	\$96.00	2.49	\$96.00	170.49	\$0.00	0.00	\$0.00	\$3,506.38
09507	Tyler Steel	INST	8.00	\$96.00	11.39	\$96.00	179.39	\$0.00	0.00	\$0.00	\$3,870.58

- The bottom grid is a summation of Hours Worked for that date range, Holiday Hours, Overtime Hours, Per Diem Days, Per Diem Pay and Gross Pay. The Per Diem Pay is calculated using the Per Diem Rate set in the text box on the right.

**Project Labor Dashboard (PLP)**

Drag a column header here to group by that column

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09500	Brett Dowis	INST	INKS20-082	KS20082	LP	PROJECT LABOR	LP Time Labor	6.50	235.75	4.63	
09500	Brett Dowis	INST	INMO18-113	MO18113	LP	PROJECT LABOR	LP Time Labor	4.50	235.75	3.21	
09500	Brett Dowis	INST	INMO18-144	MO18144	PVW	PROJECT LABOR	Prevailing Wage Labor...	18.25	235.75	13.01	
09500	Brett Dowis	INST	INMO20-045	MO20045	LP	PROJECT LABOR	LP Time Labor	14.25	235.75	10.15	
09500	Brett Dowis	INST	INMO20-047	MO20047	PVW	PROJECT LABOR	Prevailing Wage Labor...	16.25	235.75	11.58	
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Total Hours Work...											

1/1/2021 1/31/2021

Per Diem Rate 0

ADP Export

☐ Include Salaried Employees in Export

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09503	Jacob Dyche	INST	8.00	\$0.00	0.00	\$0.00	5.00	\$0.00	0.00	\$0.00	\$0.00
09504	Keyton Pettion	INST	8.00	\$96.00	39.75	\$96.00	207.75	\$0.00	0.00	\$0.00	\$4,024.86
09505	Kristopher Pettion	INST	8.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	\$0.00
09506	Travis Reed	INST	8.00	\$96.00	2.49	\$96.00	170.49	\$0.00	0.00	\$0.00	\$3,506.38
09507	Tyler Steel	INST	8.00	\$96.00	11.39	\$96.00	179.39	\$0.00	0.00	\$0.00	\$3,870.58

10. The ADP export defaults to exclude Salaried employees in the spreadsheet. If you need to include Salaried Employees, you must check the Checkbox in the right panel.

11. To export the spreadsheet, click the 'ADP Export' button in the right panel.

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09506	Travis Reed	INST	8.00	\$96.00	2.49	\$96.00	170.49	\$0.00	0.00	\$0.00	\$3,506.38
09507	Tyler Steel	INST	8.00	\$96.00	11.39	\$96.00	179.39	\$0.00	0.00	\$0.00	\$3,870.58

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