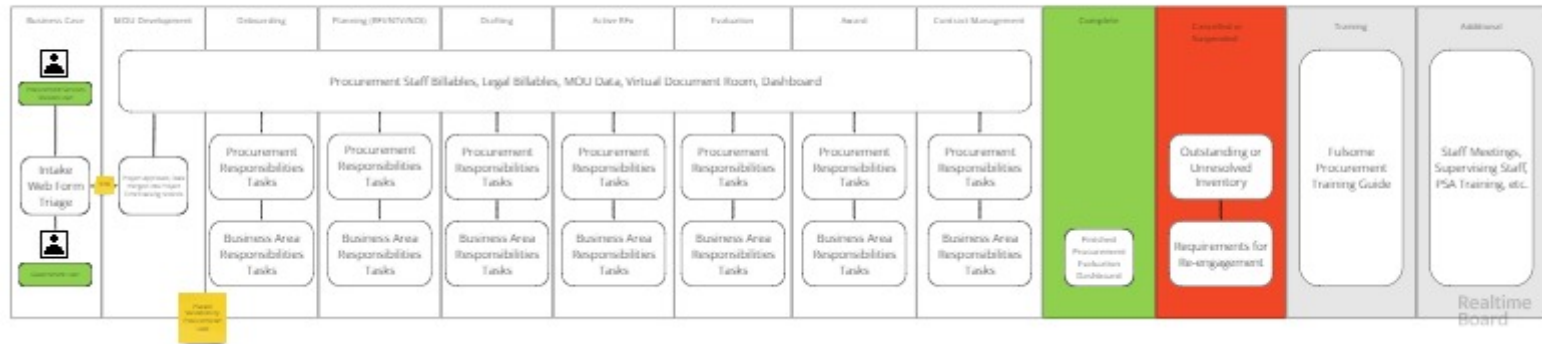


# Time Machine (Business Intelligence)



How we currently flow through the system



### Add New Project

Form for adding a new project. It includes fields for Name, Description, and various settings. The form is divided into two main sections: 'Project Details' and 'Project Settings'. The 'Project Details' section includes fields for Name, Description, and a dropdown for Project Type. The 'Project Settings' section includes fields for Start Date, End Date, and a dropdown for Project Status. There are also buttons for 'Save' and 'Cancel'.

### Project Details

Form for viewing project details. It includes fields for Name, Description, and various settings. The form is divided into two main sections: 'Project Details' and 'Project Settings'. The 'Project Details' section includes fields for Name, Description, and a dropdown for Project Type. The 'Project Settings' section includes fields for Start Date, End Date, and a dropdown for Project Status. There are also buttons for 'Save' and 'Cancel'.

### Project Summary

Form for viewing project summary. It includes fields for Name, Description, and various settings. The form is divided into two main sections: 'Project Details' and 'Project Settings'. The 'Project Details' section includes fields for Name, Description, and a dropdown for Project Type. The 'Project Settings' section includes fields for Start Date, End Date, and a dropdown for Project Status. There are also buttons for 'Save' and 'Cancel'.

[Previous page link](#) / [Name]'s Profile

Project Name

Contact **Email Address\***

company@amazon.ca

Ministry / Branch Information

Ministry

Dropdown list of Ministries

Branch

Corporation

**Address**

4321 Store Street

**City**

Victoria

**Postal/Zip Code**

V8M 4D2

Attachments

Attachment 1

Attachment 2

Attachment 3

☐

Service or Good, or Both

☐

Category

Desired Timeline for Completion

## Project Lead Contact Information

**Name**

Jeff Bezos

**Position Title**

CEO

**Contact Email Address**

jeffbezos@amazon.ca

**Phone Number**

778-878-9065

Executive Project Sponsor Contact Information

Name:

Position Title

Contact Email Address

Phone Number

Additional Resources Contact Information

Name:

Position Title

Contact Email Address

Phone Number

Project Description

Project details, reprourement?, contract end date, duration, intended RFx, etc

Finance Codes

Client # (3digit)

STOB(4)

Responsibility Centre(5)

Project Code(7)

Service Line(5)

Project Number

Estimated Value of Contract

\$#####

# Sign In

Welcome back to theTimeMachine

**Email Address\***

**Password\***

☐ Remember me on this computer

[Forgot password?](#)

Sign In

Cancel

Ideally, this would  
be registered with  
IDIR to be able to  
draw user details.

# Create Account

## Account Type

☐ Procurement Services Division

☐ Cost Recovery Rate

☐ Ministry Client

☐ Finance

☐ Legal Services Branch

☐ Admin Access

## Personal Information (Optional)

**First Name**

First Name

**Last Name**

Last Name

**Position Title**

Position Title

## Contact Information (Optional)

**Address**

Address

**City**

City

**Postal/Zip Code**

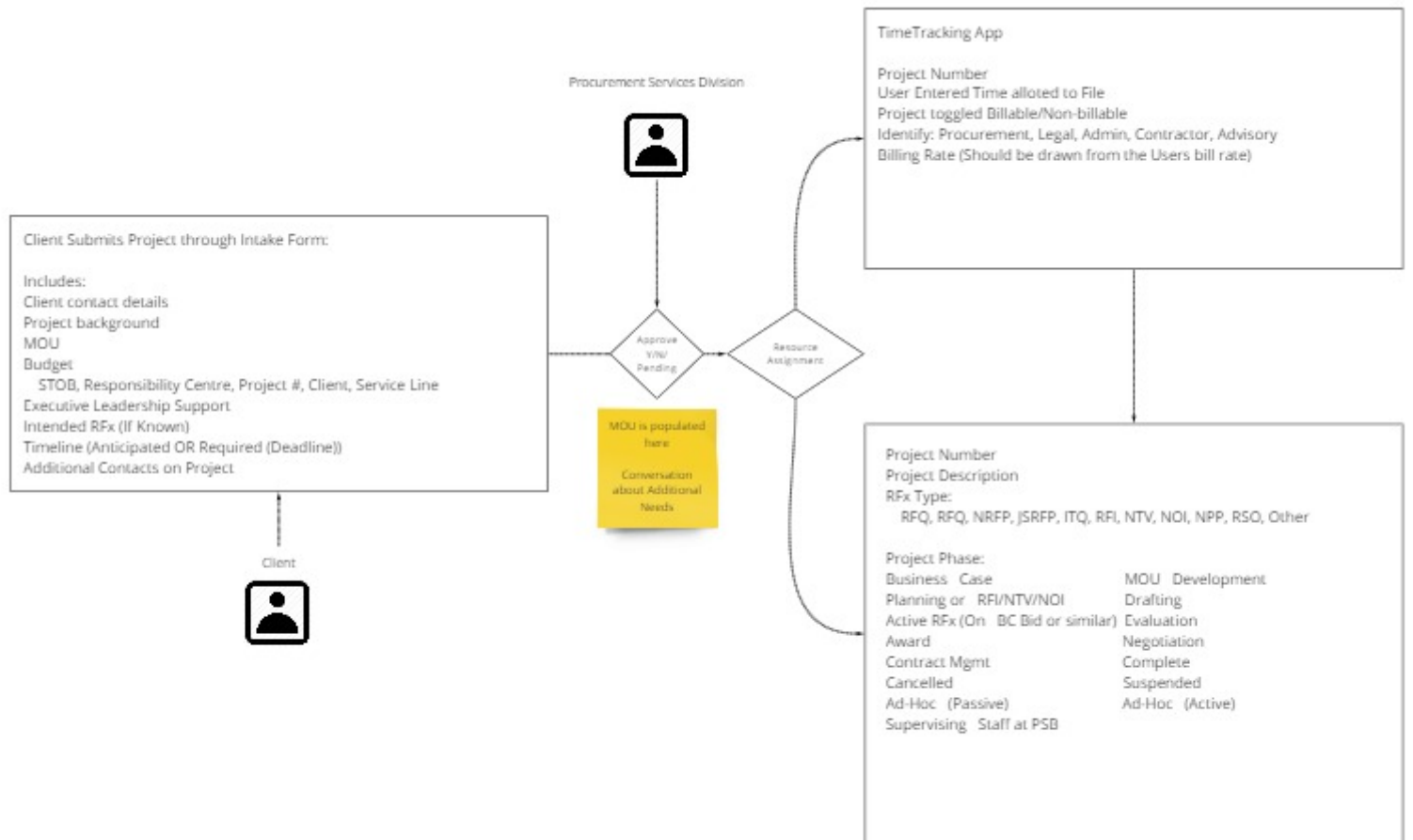
Postal/Zip Code

**Phone Number**

e.g. 888-888-8888

Cancel

Create Account



# Sign In

Welcome back to the TimeMachine

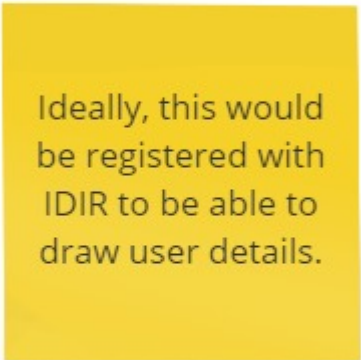
Email Address\*

Password\*

☐ Remember me on this computer

[Forgot password?](#)

[Cancel](#)



# Create Account

Account Type

- ☐ Procurement Services Division
- ☒ Cost Recovery Rate
- ☐ Ministry Client
- ☐ Finance
- ☐ Legal Services Branch

☐ Admin Access

## Personal Information (Optional)

First Name

Last Name

Position Title

## Contact Information (Optional)

Address

City

Postal/Zip Code

Phone Number

[Cancel](#)

TimeSheets and Project Files will cross reference.  
 Time sheets should be calculated based on the users billable rate, if available  
 Timesheets will export data to SAP and CAS Oracle for Finance department - Information will also pull the Finance Codes data from intake form

## My Timesheets

Search...

[ADD A LINK](#) [+](#) [+](#) [WEEK](#) [MONTH](#)

[Filter](#) [Group By](#) [Favorites](#)

[List](#) [Grid](#) [Print](#)

	Mon, Feb 18	Tue, Feb 19	Wed, Feb 20	Thu, Feb 21	Fri, Feb 22	Sat, Feb 23	Sun, Feb 24	Total (Hour)
Sprint With Us	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00
MOU Development	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00
Total (Hour)	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00

MY PROJECTS

ADD NEW PROJECT

VIEW ALL PROJECTS

LOGOUT

## Online Help Desk

Search Again

Project Resources:  
 Project Lead 1, Project Lead 2, Subject Matter Experts, Project Backup, Legal Resource

Project Name\*

Online Help Desk

Project Type:  Phase:   
 RTO, MRP, RFP, NTR  Drafting

Phase Deadline:  Project Deadline:   
 08/19/2019 12/31/2020

PSD Responsibilities

- Task 1
- Task 2
- Task 3
- Task 4
- Task 5

Phase Overview

- Create full system specs
- Spec verification and approval
- Development estimation
- System Development
- Testing
- Release

Client Responsibilities

- Client Task 1
- Client Task 2
- Client Task 3

Acceptance Criteria

- System is completely tested
- System is released without bugs

Description

**B** **I** [Link](#) [Image](#) [Table](#) [List](#) [Code](#) [Source](#)

This is an intranet-based application accessible by everyone within the organization. Employees can submit and track the status of their service requests, while the IT administrators can manage all tickets.





# Time Entry Grid:


[<< Previous Week](#) | [?](#)

Name	Time Code	My Work Hrs	My Act Hrs	Work Hours	Mon 12	Tue 13	Wed 14	Thu 15	Fri 16	Total
▶ Brochure (2)	Consulting ▼					2.00				2.00
▲ Software Development (1)	Database Admini: ▼								1.00	1.00
Draft preliminary software specifications	Administration ▼	24.00	3.00	24.00					1.00	1.00
▶ Software Implementation (23)	Administration ▼									0.00
▲ Web Development (3)	Administration ▼									0.00
Navigation Approved	Programming ▼	56.00	6.00	56.00						0.00
Initial Scope Meeting Held	Administration ▼	20.00	4.00	20.00		2.00				2.00
Navigation Standards Programmed	Programming ▼	160.00	5.00	160.00			8.00	8.00		16.00
Companies										
Our Company US	Holiday ▼				8.00					8.00
Entered Sub-totals:					8.00	4.00	8.00	8.00	2.00	
Unsubmitted - Actual Sub-totals:					0.00	0.00	0.00	0.00	0.00	
On Other Time Sheets - Actual Sub-totals:					0.00	0.00	0.00	0.00	0.00	
Totals:					8.00	4.00	8.00	8.00	2.00	30.00

[SAVE](#)
[SAVE & Submit Time Sheet](#)
[SAVE & View Worksheet](#)
[Cancel](#)