

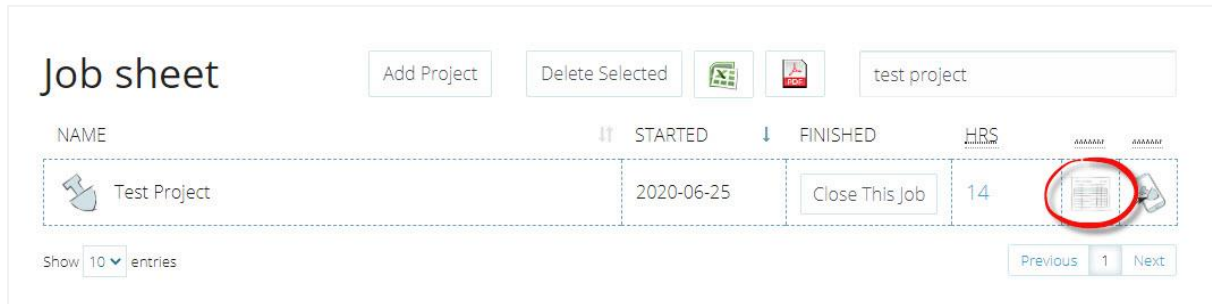


# Timesheet report

*Last updated - Jun 02, 2020 at 2:55PM*

|                |  |
|----------------|--|
| Web:           | <a href="https://timedock.com">https://timedock.com</a>  |
| Email:         | <a href="mailto:info@timedock.com">info@timedock.com</a> |
| International: | (+64) 9 444 1384   |
| Local phone:   | (09) 444 1384  |

To view a report of hours applied to a specific job log in to TIMEDOCK and navigate to *Jobsheet*, find the job you wish to see details for and click the timesheet icon for that job item.

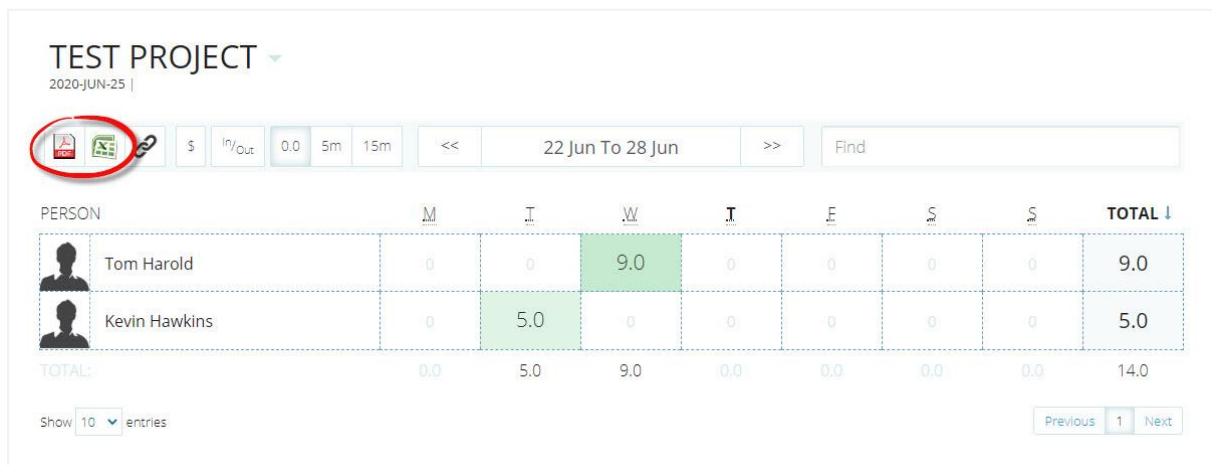


**Job sheet** Add Project Delete Selected Excel PDF

| NAME         | STARTED    | FINISHED                    | HRS |
|--------------|------------|-----------------------------|-----|
| Test Project | 2020-06-25 | <span>Close This Job</span> | 14  |

Show  entries Previous 1 Next

A timesheet will appear with only the hours applied to the currently selected job. The timesheet can also be downloaded to PDF or CSV/Excel format by clicking the corresponding icons (circled in red in the image below).



**TEST PROJECT**  
2020-JUN-25 |

\$ In/Out 0.0 5m 15m << 22 Jun To 28 Jun >> Find

| PERSON        | M   | T   | W   | T   | F   | S   | S   | TOTAL ↓ |
|---------------|-----|-----|-----|-----|-----|-----|-----|---------|
| Tom Harold    | 0   | 0   | 9.0 | 0   | 0   | 0   | 0   | 9.0     |
| Kevin Hawkins | 0   | 5.0 | 0   | 0   | 0   | 0   | 0   | 5.0     |
| TOTAL:        | 0.0 | 5.0 | 9.0 | 0.0 | 0.0 | 0.0 | 0.0 | 14.0    |

Show  entries Previous 1 Next