



## EZ-TimeLog - Keep track of actual usage

**EZ-TimeLog is the plug-in that allows you to compare booked time with actual used time and gain deeper insights into user behaviour – resulting in detailed usage reports and more accurate invoicing.**

### Import actual used time for selected objects

EZ-TimeLog makes it possible to import files containing your users' actual used time per object. Such a file can be based on log-files, generated by your objects at login/logout. You define for which objects the import of such log-files is allowed. In addition, you can define desired tolerance times between booking and actual usage and also to what percentage you want to charge booked, un-used, time.

Uploaded actual used times						
Import Date: 2017-03-31 11:00:07 3 sessions <a href="#">Show all</a>						
File name: May 10th.txt 0 errors <a href="#">Show only errors</a>						
Imported by: Smith, Martin 0 invoiced						
Import ID: 4						
<input type="checkbox"/>	#	User name	Object number	Session start	Session end	Error message
<input checked="" type="checkbox"/>	1	Norman	Beamer 1	2017-05-10 09:03:54	2017-05-10 10:27:12	
<input checked="" type="checkbox"/>	2	Tina	Foto lab	2017-05-10 12:28:31	2017-05-10 16:01:47	
<input checked="" type="checkbox"/>	3	Angela	Ipad	2017-05-10 10:08:24	2017-05-10 11:36:13	

### Create precise invoice data reports

Thanks to EZ-TimeLog, your reports reach a new level of accuracy by collecting precise and fair invoice data. Now you can charge your users the actual and, if you wish, the booked, unused time. You can be sure to charge users for exactly what they did – or didn't do.

### The advantages of EZ-TimeLog

EZ-TimeLog delivers valuable information about how the resources in your organisation have been used.

The comparison between actual usage and booked time lets you spot irregular users and can show your organisation when it is time to invest in new equipment.

Users are encouraged to be more precise when scheduling and to use booked objects efficiently. Your organisation avoids wasting valuable time and resources.

The detailed reports, which you can create with EZ-TimeLog, let you draw helpful conclusions concerning your organisation's object usage and user behaviour. Realism, fairness, efficiency – EZ-TimeLog lets your organisation progress in many ways!

### Compare booked time and actual used time

The actual usage is automatically matched with the existing bookings, which enables you to compare booked time with actual used time. You can monitor how often objects were used, longer or shorter than they were booked, and also spot usage without previous bookings.

Date Time ▲	Object	User	Hours	Price Total	Actual used time		Used time	Invoiced price
	Object name	Name			Date - Time	Calculation info		
2017-05-10 09:00 - 11:00	Beamer 1	Normal, Norman	2.00	20,00	2017-05-10 09:04 - 10:27	Price for booked unused time: 60% Tolerance time: 30 minutes Rounding: Round to closest 5 minutes Actual used time: 1.33 Price: 13,33 Booked unused time: 0.58 Price: 3,50	1.33	16,83
2017-05-10 10:00 - 11:45	Apple iPad	Jonsson, Angela	1.75	35,00	2017-05-10 10:08 - 11:36	Price for booked unused time: 150% Tolerance time: 7 minutes Rounding: Round to closest 5 minutes Actual used time: 1.42 Price: 28,33 Booked unused time: 0.33 Price: 10,00	1.42	38,33
2017-05-10 12:30 - 16:00	Fotolabor	Ashton, Tina	3.50	87,50	2017-05-10 12:29 - 16:02	Price for booked unused time: 80% Tolerance time: 20 minutes Rounding: Round to closest 10 minutes Actual used time: 3.50 Price: 87,50	3.50	87,50
2017-05-10			7.25	142,50			6.25	142,66
Total			7.25	142,50			6.25	142,66