

ORTEC Harmony Invoicing

Invoicing: accurate to the minute and itemized by client and activity

As a service provider, you want to record every minute spent on a client as accurately as possible. By doing so, you can assess whether you are meeting all obligations agreed to with your client, and you can substantiate each invoice that you send for billable hours. The invoices should be clearly itemized according to service type, and if applicable, include surcharges for activities performed during irregular working hours or for rush jobs.

Integrated Solution

You already record all of your employees' hours in your shift scheduling system, not only to comply with statutory regulations regarding compulsory registration of working hours under the Working Hours Act, but also to ensure accurate payment of bonuses for irregular working hours and overtime.

While recording these working hours, what could be simpler than simultaneously assigning where or for which client your employee was working, and which tasks he or she was performing?

Using ORTEC Harmony, simultaneous registration is possible and accurate to the minute. The invoicing module then ensures that you can view all billable hours for each client simply and clearly.

Optimal Planning Processes

The Invoicing module uses data made available by ORTEC Harmony during earlier stages of the planning process. Client and time registration as well as service scheduling are some of the ORTEC Harmony features that can prove indispensable for optimal process planning within your organization.

Client Registration

You can record the most important client details in ORTEC Harmony specifying which service type is required, when it is to be performed, and what employee skills are required.

Furthermore, you can simply extract client details from your current CRM or ERP system. ORTEC Harmony comprises a flexible XML interface that enables fully automated imports of such data.

Time Registration

Time registration is a complicated and time intensive process for your shift planner or scheduler. This is why ORTEC Harmony offers various simple options for integrating an accurate and effective time registration system into your operational processes.



Possibilities include access to ORTEC Harmony via the WebAccess module, allowing each employee to enter his or her hours from any PC anywhere in the world via internet or a company intranet. Thereafter, those responsible only have to verify and approve the accuracy of the hours recorded before processing them further.

Other options include installing time clocks to register hours precisely, as well as options for time registration via PDA. The range of available options is practically unlimited.

Service Scheduling

If you need to determine in advance, where or for whom services are to be provided, ORTEC Harmony can support such requirements. Using the Workstation Scheduling module, you can generate a fully auto-mated schedule, and using the Shift Generator module, you can ensure that sufficient numbers of employees are present at any particular moment.

Financial Processes

ORTEC Harmony can also be integrated with your back-office processes, i.e. your organization's backbone. ORTEC Harmony generates clear overviews of billable hours and invoice amounts, as well as offering superb features to allow for fully automated invoicing. This can be achieved by integrating ORTEC Harmony with your current financial system or ERP environment via a flexible XML interface.

ORTEC Harmony Invoicing provides the following features:

- Accurate itemization of hours planned and/or worked – by client and service type,
- Automatic inclusion of surcharges and special rates,
- Insight into actual billable hours for each client and service type, and previously agreed obligations,
- Integration with your current financial system or ERP environment.



How Does It Work?

ORTEC Harmony Invoicing is an add-on module for ORTEC Harmony that can be seamlessly integrated into your existing ORTEC Harmony configuration. Depending on your current version, an update may or may not be required.

Request a Demonstration

If you are interested in more information about the Invoicing module, then please request a personal demonstration. An ORTEC consultant will gladly introduce you to this module's practical features.

About ORTEC

ORTEC is one of the largest providers of advanced planning and optimization software solutions and consulting services. Our solutions result in optimized fleet routing & dispatch, vehicle and pallet loading, workforce scheduling, delivery forecasting and network planning. ORTEC provides both best-of-breed, custom made and SAP® certified solutions, supported by strategic partnerships. ORTEC has over 800 customers worldwide, 600 employees and several offices in Europe and North America.

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