# Carpe Diem mobile time recording

## A completely new, best-in-class time recording mobile app for Apple and Android devices

### Mobile time capture efficiency

Simultaneous time recording ensures the maximum capture of revenue generating events while ensuring the accuracy and integrity of time entry. The ability to record time from any location, on or off-line, is a vital component of Carpe Diem, our market-leading time recording solution.

While the latest web version of Carpe Diem fully supports mobile time capture on any device, preference has been moving toward modern native mobile apps. That's because they offer convenient efficiency, with comprehensive, easy-to-use functionality that encourages active user engagement. Our new mobile app delivers all of this, and more.
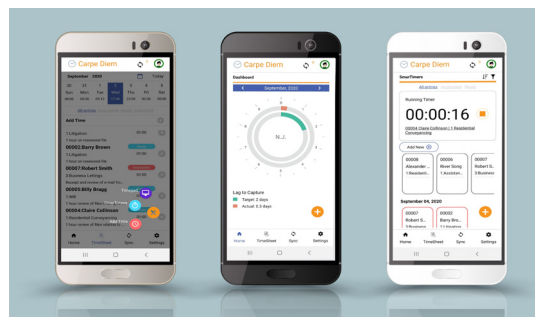
### Product deployment and security

This new native app is now available to all users of Carpe Diem (version 7.4+), providing them with a completely new and innovative time recording solution that can be easily accessed from both Apple and Android devices. It's available to download and install from the Google Play and Apple Stores. Alternatively, it can be deployed from a supported mobile device management (MDM).

The mobile app connects to the server via secure web APIs. This provides industry standard security and removes the need for additional infrastructure. All the API traffic is encrypted, whether at rest or in transit. Authentication is handled via the Carpe Diem Identity Server that provides secure user authentication. This industry standard authentication method can be used with external identity providers such as OKTA. OneLogIn, Azure AD and others.

Fingerprint recognition is also provided as standard to offer robust enhanced security combined with user convenience.



### User personalization

Like many modern mobile apps, the Carpe Diem app features user personalization. This drives engagement by encouraging users to return to the app regularly to check their current time capture against their key time keeping performance targets.

**Product >**

Carpe Diem

**Release >**

Mobile Native app

**Date >**

April 2021

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## Key metrics to keep on track

Once users log in, they can be presented with three optional key metrics in an easy-to-understand and visually appealing way. They allows users to track and monitor their time keeping performance and the quality of the time they've recorded. Users can quickly and easily view metrics for proceeding months, as well as those for the current month.

Captured metrics are as follows:

> Lag to capture

Measures the period of time, in days, between a revenue event being completed by a timekeeper and the timekeeper capturing that event within Carpe Diem. This is a key measure of the quality of the time recorded. The quicker an event is captured, the greater the degree of accuracy and completeness of the time record.

> Lag to release

Measures the period of time, in days, between a revenue event being completed by a timekeeper and it being released from Carpe Diem. As well as being a good indicator of the quality of the time record it also records the length of the billing cycle to convert the revenue generating event into a revenue line item on an invoice.

> Monthly billing target vs actual

This is a single metric that incorporates the users monthly targeted billable hours and their tracking of billable hours worked vs the hours targeted for the month. Results are presented clearly in hours.

## Timesheets

The timesheet allows users to view all of their time entries for that day and to filter them by status. Long clicks can be used to select one or more entries to perform bulk actions such as submit or delete. Time gaps are displayed between sequenced times.

## Entering time

Users are provided with three convenient options for entering time. All can be accessed quickly by clicking on the **+** symbol throughout the app.

1. A traditional timecard can be accessed by simply clicking 'add time' at the top of the timesheet or using the **+** symbol. Users can access the nicknames and worklists that they have already set up in Carpe Diem before dictating or typing their narratives.

2. SmarTimers are a core feature of Carpe Diem and are also a key feature of the mobile app. They allow users to capture time efficiently whenever they move to a new task. Timers are colour coded according to their status and can be easily filtered and ordered according to user requirements. A quick click is all that is required to start recording time. In instances where a current timer is running, the user simply stops it and replaces it with another running timer.

3. Timepad allows users to dictate, write or type narratives in natural language and intelligent time will create suggested time entries based on key words within the narrative.

## Key benefits:

- Comprehensive time capture
- Simple-to-use and instantly accessible
- Built-in security with industry standardized authentication and all data encrypted in transit and at rest
- Monitor and improve productivity
- Increase total billable hours captured

To find out more about Carpe Diem Mobile Time Recording please speak to your Account Manager or **Contact Us**

# More information