

AIRTIME Manager

Tracking and billing client
time on your mobile device just
got easier...



AIRTIME Manager provides innovative time-tracking and billing products for use on BlackBerry, Windows and Symbian devices.

AIRTIME A4P helps mobile professionals manage and maximise their airtime – capturing billable time for each call and e-mail down to the minute.

Capture mobile billable events at source

If you ever felt that the burden of recording time could be reduced you'll know the kind of problems created by spending long periods working on the move. During the course of a day outside the office it can be extremely difficult to make an accurate note of phone calls or time spent responding to client e-mails and make sure that these billable events are followed up. How much time is reported for billing accurately and how much is missed?

To understand the size of this issue Ipsos-Reid conducted a study which showed, on average, BlackBerry users process 2,750 time sensitive e-mails and 1,444 phone calls per year. (Source: Ipsos-Reid BlackBerry ROI study) Every user in an organisation will be different but the key issue is how much time is reimbursable from clients or as personal expense items, and on average, what percentage of that time is recovered.

The type of events involved are not limited just to e-mails and phone calls but include capturing missed events from:

- » Work that is forgotten
- » Events that seem inconsequential
- » Under-reporting actual time spent
- » Manual timekeeping

Many time entry solutions rely on manual input through PC-based software and do not have wireless time-tracking capabilities. Ideally a system should allow users to enter time and quick notes easily from anywhere using the technology device that is most readily at hand with the best level of automation possible.

AIRTIME helps recover substantial revenues and reimbursable expenses otherwise lost forever by placing innovative software on your mobile devices which accurately captures these events and feeds them into existing billing systems. A4P Enterprise eliminates the effort required to track time-based billable events because any time spent writing an e-mail or taking a phone call is directly captured. The user can assign the time to a client, project and matter code for billing and AIRTIME can even separate business and personal calls for later recovery.

With AIRTIME, recording each event is as simple as clicking "Bill" on the keypad. After each phone call or e-mail AIRTIME pops up a prompt and automatically recalls client and matter codes synchronised from back office systems, the user can then click "Bill" to complete a one-click process for real-time billing from the virtual office. Not only is AIRTIME as easy as one click of a button, but it is also designed to be smart. AIRTIME automatically records and uploads vital contact information including: time and duration of the call, contact name & number, client/matter codes and other data necessary to integrate with your systems. It learns account codes and their billable status, categorising them for future use. There's no need to note anything down after each call or e-mail – AIRTIME does it all wirelessly.



A4P Enterprise

A4P features can be summarised as:

- Capture of all time spent on calls and e-mails
- Recall of client/matter or project codes for established contacts
- Optional entry of client number, matter code, and reminder notes for each event
- Designate the minimum time threshold for events to be deemed billable
- Turn A4P-Enterprise on/off at anytime
- Accumulate short periods of billable time until they reach your minimum billing increment

Real-time report of captured data

- Each report record provides date/time, contact information, origination, billable/expense, duration, client/matter number, and notes/comments
- Reports allow editing of each field as necessary
- Look up of client/matter numbers
- View past and new activity
- Approve or delete event records
- Create invoices of approved events
 - » AIRTIME's TimeNote: Manual entry of billable events (meetings, research, other calls, etc.)
- Administrative features allow for the management of multiple timekeeper accounts
 - » Integration to Elite WebView, DTE, Carpe Diem and other leading time recording and financial management systems

“Capture and bill for all your time spent on a client matter when you’re out of the office on your mobile communication device”



Other AIRTIME products available through Toucari include:

A4Mail

A4Mail provides additional features for BlackBerry devices which are not available through the BlackBerry system.

- Access to Document management systems for e-mail filing
- Filtering of client-sensitive Reply-all events
- Outlook voting button support

A4Biz

A4Biz Simply separates business and personal calls making it easy to decide how to organise expensable items whether business calls made using personal devices or recovering call costs for personal calls made using business devices.

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TOUCARI

UK RESELLER AND INTEGRATOR FOR AIRTIME PRODUCTS

AIRTIME-Manager®

putting time on your side – *wirelessly™*