VIEWPOINT ONE™

SPECTRUM® Capabilities Map

VIEWPOINT®
A TRIMBLE COMPANY

SPECTRUM CAPABILITIES MAP

SPECTRUM

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CAPABILITIES DESCRIPTIONS // *SPECTRUM*

BUSINESS OPERATIONS

ACCOUNTS PAYABLE –Accounts Payable streamlines data entry and efficiently handles the normal accounts payable function of invoice entry and check printing. It is also designed as a cash management tool allowing the contractor to take discounts, retainage or holdback and analyze cash requirements. Controls costs by comparing invoices with quoted costs on subcontracts and purchase orders.

ACCOUNTS RECEIVABLE – Designed to address contractors' unique requirements for receivables management. The status of both customer accounts and contracts are easily available at all times and the financial condition of your business is always up-to-date and online.

CASH MANAGEMENT – Providing contractors with accurate, up-to-date information on their cash position.

FIXED ASSETS – Designed to track assets and calculate depreciation amounts for financial reporting purposes. The Fixed Assets module greatly simplifies management of the depreciation of your company's fixed assets. Monthly depreciation amounts are automatically posted to the correct General Ledger Asset Account, and to the equipment control system, if desired.

GENERAL LEDGER – Multi-company and multi-level profit center reporting.

HUMAN RESOURCES – Automates the process of employee management. From recruitment to retirement, Spectrum provides a comprehensive and flexible human resources solution designed for contractors to manage employees and your company's exposure to risk.

JOB BILLING – Maximum flexibility in formatting invoices to meet your customers' requirements. Provides percent complete, unit and T&M billings designed to match construction specific processes.

JOB COMPLIANCE TRACKING – A powerful tool that helps manage the various levels of compliance items and other tasks related to your projects — all in one place. These include insurance certificates, owner liens, subcontractor liens, material liens, certified payroll reports, credit check documents, inspections, and other compliance tracking documentation. Alerts and automatic workflows ensure that compliance documents are always up to date, and that the work being done on your projects is being done in full compliance of laws, regulations and agreements.

JOB COST – Designed to give both accounting and operations managers timely, accurate information on the progress of jobs in formats that are useful to them, an extensive library of job cost reports and drill-down inquiries are useful to them, an extensive library of job cost reports and drill-down inquiries are provided. These reports and inquiries can be copied and modified, or new reports can be developed using the flexible Crystal Reports™ system.

MULTI-CURRENCY PROCESSING – Allows organizations to process and manage transactions and track financial data in different currencies. This module allows for the setup and ongoing maintenance of currency codes and exchange rates. For Spectrum Enterprise users, Multi-Currency Processing is included in purchase. It can also be licensed separately.

Capabilities (cont.)

ORDER PROCESSING – Provides a complete operation for order entry, picking, confirmation and invoicing of customer sales for both future delivery and over the counter sales. It improves efficiency, decreases processing time, lowers administrative costs and reduces invoice lag time — which may improve cash flow.

PAYROLL – Provides all of the features of the regular Payroll module. Additionally, complete security for selected employee payroll and personnel records is ensured. Paychecks are printed separately. Reports are separate from general payroll reports. No double entry work on the General Ledger or tax reporting is needed.

CONSTRUCTION OPERATIONS

CONTRACT/CHANGE MANAGEMENT – Manage changes in scope that affect the original contract amount, the timeline needs to be extended due to an unexpected delay, or other change to a project.

EQUIPMENT CONTROL – Enables equipment to be charged to jobs and provides profit reporting for each piece of equipment. It tracks all costs associated with individual pieces of equipment. All revenue generated through the use, or rental to outside parties, of each piece of equipment is recorded and allocated. In addition, attachments and components are tracked, along with all compliance documents, tires and miscellaneous statistics.

EQUIPMENT TRACKING – Track and charge your company equipment, tools and consumables to jobs. A single, easy-to-use screen allows shop personnel to track all movements of your equipment such as issues and returns. To make the process even easier, Spectrum supports barcode scanning for these transactions. Equipment Tracking ensures that equipment never gets "lost." *(Requires Equipment Control)*

PROJECT SETUP – A link between your estimating program and Spectrum. Project Setup provides a fully automated method of transferring estimates to Job Cost, where job detail is automatically created. The job is set up in Job Cost, subcontracts are set up in Accounts Payable/Subcontract Management and the contract is set up in Accounts Receivable. Manual re-entry of estimates is eliminated! Time is saved and accuracy is improved.

PURCHASE ORDERS – A complete control system for material purchases for jobs and inventory. Purchases for a job update the committed cost for the job as soon as the purchase order is entered.

RESOURCE SCHEDULING – Track and manage all the equipment and people that are part of every job. Assign equipment and personnel to job sites on a day-to-day basis. Once scheduled, employees receive an email letting them know when and where they will be working. [Requires Equipment Control]

SUBCONTRACTS – Manage the complete process from subcontract "buy-out" and setup to final release of retainage.

SERVICE OPERATIONS

SERVICE CONTRACTS – Helps make sure that no service work or commitments fall through the cracks. With Service Contracts you can generate contracts, schedule preventative maintenance, automatically create work orders, track information and location on all serviced equipment, verify warranty and service coverage and create bills that comply to contract terms.

WORK ORDER – Helps you keep your service clients happy and your service operations profitable. Create or append work orders directly from service requests, review customer service history, track site equipment

information and warranty coverage and quickly create invoices for work performed.

MATERIALS

INVENTORY CONTROL – Tracks all inventory activity. Inventory may be requisitioned to jobs or sold directly to customers. Advanced reporting capabilities provide all of the information needed to make better purchasing and sales decisions.

MATERIAL MANAGEMENT – Gives you the data and tracking tools you need to ensure accurate and efficient handling of your pit or quarry operations. Including an interface for integration with scale data, Material Management also helps you confirm vendor costs and performance.

PLATFORM

SPECTRUM DATA EXCHANGE (SDX) – A secure, quick and easy way to transfer data in and out of Spectrum. Using Spectrum Web Services, SDX provides templates, tools and a Microsoft Office Add-In for Spectrum to help you import data directly from Microsoft Excel®.

DOCUMENT IMAGING – Makes your important documents and files available instantly, and your documents are more secure. Paper documents are subject to mishandling and loss, while documents managed with Spectrum's Document Imaging are safe and duplicated by regular electronic backups.

INFO-LINK – A powerful tool that allows you to access all your Spectrum data using familiar programs such as Excel, Access, Word and Crystal Reports. With Info-link, you can utilize your Spectrum data to create reports, queries, spreadsheets and graphs.

REPORTING – Allows you to keep real-time tabs on every aspect of your businesses such as job profit trends, change order status, over/under billing, responses to bid invitations and much more.

WORKFLOW – Allows users to define and enforce specific rules and tasks within Spectrum, creating automated, simple, streamlined processes for their organization. Workflow is fully-integrated into Spectrum and allows users to see all the steps currently assigned to them. They can quickly approve, reject, or mark each step that has been completed. The full history of each transaction processed through Workflow is always available.

VIEWPOINT TEAM

DASHBOARDS – For both enterprise and project level. Access key information and tools, as well as personalized, sortable and filterable action items to keep team members organized and on-track.

DOCUMENT CONTROL – Submittals, RFIs, Issues and Daily Logs are construction documents. Viewpoint Team is a collaborative platform that connects the back office with field operations and the extended project team of subcontractors, materials suppliers, architects, owners and more to facilitate the workflow of construction documents.

DOCUMENT MANAGEMENT – Replace network drives and cloud storage. Organize, share, secure and collaborate on project documents from anywhere, any time.

DRAWING MANAGEMENT – A single location to maintain construction-ready drawings. Keep the entire project team current and simplify the complexities of managing large and ever changing drawing sets.

OPERATIONAL REPORTING – Financial reports, updated twice daily, with data pulled directly from hosted versions of Spectrum.

SPECTRUM BI

SELF SERVICE DASHBOARDS & REPORTS – A powerful data analysis platform designed for the business user that allows users to collect, compile and analyze construction data virtually any way they want. The everyday user can explore, report and visualize financial and operations data without needing third-party tools and significant IT department commitment.

SERVICE TECH

DIGITAL SIGNATURES – Capture electronic signatures on-site to speed invoicing and payment.

FIELD PURCHASE ORDERS – Field technicians can generate a purchase order request from the field.

MOBILE WORK ORDERS – Field Technicians can see all work orders assigned to them and drill down into details. Work Orders contain detail site and equipment information.

TASKS – Improve communication and accountability by assigning custom tasks, or tasks related to individual pieces of equipment to field technicians.

TIME ENTRY – Manage the work performed by individual technicians or crews. Time on job or service sites can be recorded by clocking in and out directly from technicians' mobile devices. New technicians can be easily added to jobs or reassigned to others. If labor hours are entered in error or need to be changed, technicians can adjust via Spectrum Service Tech as well. Labor data also feeds directly back to Spectrum in real time.

TRUCK INVENTORY – Track and optimize parts usage and inventory.

PAYROLL TIME ENTRY

EQUIPMENT TIME – A powerful tool for managing equipment time from the job site. Choose equipment from a list and enter the hours and phase code.

LABOR TIME – A powerful tool for managing labor and equipment time from the job site. Supervisors can quickly enter payroll data from the jobsite, then have that data integrate seamlessly with Spectrum's Payroll and Human Resources applications. With its simple interface, you can charge employees' time to specific jobs or pieces of equipment. This data can then be used to update Job Cost information in Spectrum.

PRODUCTIVITY – A powerful tool for managing production from the job site. Easily record production quantities completed on daily basis by phase code and update that data to Spectrum.

EMPLOYEE KIOSK

INDIVIDUAL TIME ENTRY – My Time gives all your employees the ability to enter or edit new time card records as well as view summary information on previous entries.

VIEW/PRINT PAYSTUBS – My Payroll Checks provides summary information about recent paychecks and allows the employee to print earnings statements.

SUBCONTRACTOR KIOSK

SUBMIT PROGRESS BILLING – Allow authorized subcontractors the ability to enter their own progress billings and submit them electronically into Spectrum's Invoice Approval. This web-based application is easy and free for your subcontractors to use.

UPDATE/REVIEW CERTIFICATIONS – Allow authorized Subcontractors the ability to review and update certifications and other important information. This web-based application is easy and free for your subcontractors to use.

EQUIPMENT FIELD ENTRY

EQUIPMENT MAINTENANCE – Record meter readings and fuel transactions for your heavy construction equipment and stay on top of equipment maintenance without leaving the jobsite. Ensure that your construction equipment information is accurate and up-to-date, keep your machines operating at peak efficiency and create a clear picture of actual equipment costs.

VIEWPOINT FIELD VIEW

CUSTOM & PRE-CONFIGURED FORMS – Capture and transmit data from field-to-office in real-time. An offline capable mobile app supports operations underground or on jobsites with poor connectivity. Attach and markup photos, electronic signature signoff, and the ability to access supporting documentation are but a few of the form features available.

CUSTOM TASKS – Improve communication and accountability by assigning tasks to crews and subcontractors then simply track to close with complete visibility at every step. Task workflows can be configured to include the submission of a form.

DASHBOARDS – Managers gain total visibility over the field with visualized charts, KPI metrics and grid views. Monitor key metrics, identify problems and drill-down to answer questions.

ABOUT VIEWPOINT

Viewpoint, a Trimble Company, is a leading global provider of integrated software solutions for the construction industry. Viewpoint software enables customers to integrate operations across the office, team and field to improve project profitability, enhance productivity, manage risk and effectively collaborate across the broad construction ecosystem. With nearly 8,000 clients, including more than 40 percent of the ENR 400, Viewpoint's innovations are transforming the construction industry by fully integrating operations across financial and HR systems, project management tools and mobile field solutions.

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