

Deltek Time & Expense with Employee Self Service™ 10.0

TEESS 9.0.1 to TEESS 10.0 Menu Mapping

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Time Module

Schedule

TEESS 9.0.1 Screen Name	TEESS 10.0 Path and Screen Name
Employee Work Schedule	Time & Expense » Time » Timesheets » Manage Work Schedules

Record Time

TEESS 9.0.1 Screen Name	TEESS 10.0 Path and Screen Name
Timesheet	Time & Expense » Time » Timesheets » Manage Timesheets
Generate Timesheets	Time & Expense » Time » Time Utilities » Generate Timesheets

Process

TEESS 9.0.1 Screen Name	TEESS 10.0 Path and Screen Name
Export Timesheets	Time & Expense » Time » Timesheet Interfaces » Export Timesheets
TS Line Level Approval	Time & Expense » Time » Timesheets » Approve Timesheet Project Charges

Analyze

TEESS 9.0.1 Screen Name	TEESS 10.0 Path and Screen Name
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Charge Activity	Time & Expense » Time » Timesheet Reports/Inquires » Print Charge Activity Report
Employee Activity	Time & Expense » Time » Timesheet Reports/Inquires » Print Resource Activity Report
Utilization Inquiry	Time & Expense » Time » Timesheet Reports/Inquires » Print Resource Utilization Report
Billing Backup	Time & Expense » Time » Timesheet Reports/Inquires » Print Billing Backup Report
Print Timesheets by Charge	Time & Expense » Time » Timesheet Reports/Inquires » Print Timesheets by Charge
Interim Timesheet	Time & Expense » Time » Timesheet Reports/Inquires » Print Interim Timesheet Report

Audit

TEESS 9.0.1 Screen Name	TEESS 10.0 Path and Screen Name
Daily Floor Check	Time & Expense » Time » Timesheet Reports/Inquiries » Daily Floor Check Inquiry
Timesheet Status	Time & Expense » Time » Timesheet Reports/Inquiries » Timesheet Status

Settings

TEESS 9.0.1 Screen Name	TEESS 10.0 Path and Screen Name
Time Configuration	Time & Expense » Time » Time Controls » Configure Time Settings

Utilizations	Time & Expense » Time » Time Controls » Manage Utilization Categories
Company Work Schedules	Time & Expense » Time » Time Controls » Manage Company Work Schedules
Timesheet Schedules	Time & Expense » Time » Time Controls » Manage Timesheet Schedules
Wage Schedules	Time & Expense » Time » Time Controls » Manage Wage Schedules
Leave Types	Time & Expense » Time & Expense » Time » Time Controls » Manage Leave Types
Timesheet Classes	Time & Expense » Time » Time Controls » Manage Timesheet Classes
Events	Time & Expense » Time » Time Controls » Manage Events

Utilities

TEESS 9.0.1 Screen Name	TEESS 10.0 Path and Screen Name
Mass Correct Timesheets	Time & Expense » Time » Time Utilities » Mass Correct Timesheets
Change TS Status	Time & Expense » Time » Time Utilities » Change Timesheet Status
Clear Timesheets	Time & Expense » Time » Time Utilities » Clear Timesheets
Timesheet Transfer	Time & Expense » Time » Time Utilities » Transfer Timesheets
Rebuild Leave	Time & Expense » Time » Time Utilities » Rebuild Leave Taken

Expense Module

Plan Expenses

TEESS 9.0.1 Screen Name	TEESS 10.0 Path and Screen Name
Expense Authorization	Time & Expense » Expense » Expense Authorizations » Manage Expense Authorization

Record Expenses

TEESS 9.0.1 Screen Name	TEESS 10.0 Path and Screen Name
Expense Report	Time & Expense » Expense » Expense Reports » Manage Expense Reports

Process

TEESS 9.0.1 Screen Name	TEESS 10.0 Path and Screen Name
Export ERs/Advances	Time & Expense » Expense » Expense Interfaces » Export ERs/Advances
Export Commitments	Time & Expense » Expense » Expense Interfaces » Export Commitments
Maintain Imported Expenses	Time & Expense » Expense » Batch Expenses » Manage Batch Expense
Compute Commitments	Time & Expense » Expense » Expense Interfaces » Compute Commitments

Analyze

TEESS 9.0.1 Screen Name	TEESS 10.0 Path and Screen Name
Outstanding Aging	Time & Expense » Expense » Expense Reports/Inquiries » Outstanding Aging Report

Audit

TEESS 9.0.1 Screen Name	TEESS 10.0 Path and Screen Name
Expense Report Status	Time & Expense » Expense » Expense Reports/Inquiries » Expense Report Status
Expense Authorization Status	Time & Expense » Expense » Expense Reports/Inquiries » Expense Authorization Status
Commitments Inquiry Report	Time & Expense » Expense » Expense Reports/Inquiries » View Commitments Inquiry

Settings

TEESS 9.0.1 Screen Name	TEESS 10.0 Path and Screen Name
Expense Configuration	Time & Expense » Expense » Expense Controls » Configure Expense Settings
Currencies	Time & Expense » Expense » Expense Controls » Manage Currencies
M&IE Breakdown	Time & Expense » Expense » Expense Controls » Manage M&IE Breakdown
Providers	Time & Expense » Expense » Expense Controls » Manage Providers

Charge Types	Time & Expense » Expense » Expense Controls » Manage Expense Charge Types
Pay Methods	Time & Expense » Expense » Expense Controls » Manage Pay Methods
Currency Schedules	Time & Expense » Expense » Expense Controls » Manage Currency Schedules
Per Diem Schedules	Time & Expense » Expense » Expense Controls » Manage Per Diem Schedules
Tax Schedules	Time & Expense » Expense » Expense Controls » Manage Tax Schedules
Expense Types	Time & Expense » Expense » Expense Controls » Manage Expense Types
Expense Report Types	Time & Expense » Expense » Expense Controls » Manage Expense Report Types
Expense Classes	Time & Expense » Expense » Expense Controls » Manage Expense Classes
Batch Types	Time & Expense » Expense » Batch Expenses » Manage Expense Batch Types

Utilities

TEESS 9.0.1 Screen Name	TEESS 10.0 Path and Screen Name
Clear Expense Reports	Time & Expense » Expense » Expense Utilities » Clear Expense Reports
Clear Expense Authorizations	Time & Expense » Expense » Expense Utilities » Clear Expense Authorizations

Expense Utility	Time & Expense » Expense » Expense Utilities » Maintain Expense
Advance Utility	Time & Expense » Expense » Expense Utilities » Advance Utility
Payment Utility	Time & Expense » Expense » Expense Utilities » Maintain Payment
Per Diem Preprocessor	Time & Expense » Expense » Expense Utilities » Per Diem Preprocessor
Change ER/Advance Status	Time & Expense » Expense » Expense Utilities » Change Expense Report/Advance Status

Configuration Module

Product Configuration

TEESS 9.0.1 Screen Name	TEESS 10.0 Path and Screen Name
General Configuration	Time & Expense » Configuration » General Controls » Configure General Settings
UDT01 Account Types	Time & Expense » Configuration » General Controls » Manage Account Types
Employee Group Types	Time & Expense » Configuration » General Controls » Manage Resource Group Types
Custom Text	Not available in TEESS 10.0
Recurrence Code	This has been replaced by the Job Server Functionality in Costpoint.

Users & Groups

TEESS 9.0.1 Screen Name	TEESS 10.0 Path and Screen Name
Employee Information	Time & Expense » Configuration » Resources » Manage Resource Information
Employee Groups	Time & Expense » Configuration » Resources » Manage Resource Groups
Security Roles	Time & Expense » Configuration » Resources » Manage Security Roles
Functional Roles	Time & Expense » Configuration » Resources » Manage Functional Roles

Password Utility	Time & Expense » Configuration » Resources » Manage Resource Licenses
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Master Data

TEESS 9.0.1 Screen Name	TEESS 10.0 Path and Screen Name
Charge Types	Time & Expense » Configuration » Master Data » Maintain Charge Trees
UDT01	Time & Expense » Configuration » Master Data » Manage UDT01
UDT02	Time & Expense » Configuration » Master Data » Manage UDT02
UDT03	Time & Expense » Configuration » Master Data » Manage UDT03
UDT04	Time & Expense » Configuration » Master Data » Manage UDT04
UDT05	Time & Expense » Configuration » Master Data » Manage UDT05
UDT06	Time & Expense » Configuration » Master Data » Manage UDT06
UDT07	Time & Expense » Configuration » Master Data » Manage UDT07
UDT08	Time & Expense » Configuration » Master Data » Manage UDT08
UDT09	Time & Expense » Configuration » Master Data » Manage UDT09
UDT10	Time & Expense » Configuration » Master Data » Manage UDT10
UDT11	Time & Expense » Configuration » Master Data » Manage UDT11
UDT12	Time & Expense » Configuration » Master Data » Manage UDT12

UDT13	Time & Expense » Configuration » Master Data » Manage UDT13
UDT14	Time & Expense » Configuration » Master Data » Manage UDT14
UDT15	Time & Expense » Configuration » Master Data » Manage UDT15

Process


TEESS 9.0.1 Screen Name	TEESS 10.0 Path and Screen Name
Import Console	Time & Expense » Configuration » Interfaces » Import Master Data
Scheduling	This has been replaced by the Costpoint Job Server functionality

Preferences

TEESS 9.0.1 Screen Name	TEESS 10.0 Path and Screen Name
Preferences (icon on global menu)	Time & Expense » Configuration » Resources » Manage Preferences

Desktop

TEESS 9.0.1 Screen Name	TEESS 10.0 Path and Screen Name
Desktop (home page)	Time & Expense » Configuration » Resources » Manage MyDesktop



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