

Deltek Time & Expense with Employee Self Service™ 10.0

TEESS 10.0 to TEESS 9.0.1 Menu Mapping

August 17, 2015

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This edition published August 2015.

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Time Module

Timesheets

TEESS 10.0 Screen Name	TEESS 9.0.1 Path and Screen Name
Manage Work Schedules	Time » Schedule » Employee Work Schedule
Manage Timesheets	Time » Record Time » Timesheet
Approve Timesheet Project Charges	Time » Process » TS Line Level Approval
Timesheet Approval	This is a button on the Timesheet form. See the Time & Expense Version 10.0 Release Notes for more information about this enhancement.

Timesheet Reports/Inquiries

TEESS 10.0 Screen Name	TEESS 9.0.1 Path and Screen Name
Daily Floor Check Inquiry	Time » Audit » Daily Floor Check Inquiry
Timesheet Status	Time » Audit » Timesheet Status
Timesheet Correction Status	This screen does not exist in 9.0.1. See the Time & Expense Version 10.0 Release Notes for more information about this enhancement.
Print Resource Activity Report	Time » Analyze » Employee Activity

Print Charge Activity Report	Time » Analyze » Charge Activity
Print Resource Utilization Report	Time » Analyze » Utilization Inquiry
Print Timesheets by Charge	Time » Analyze » Print Timesheets by Charge
Print Billing Backup Report	Time » Analyze » Billing Backup
Print Interim Timesheet Report	Time » Analyze » Interim Timesheet

Timesheet Interfaces

TEESS 10.0 Screen Name	TEESS 9.0.1 Path and Screen Name
Export Timesheets	Time » Process » Export Timesheets

Time Controls

TEESS 10.0 Screen Name	TEESS 9.0.1 Path and Screen Name
Configure Time Settings	Time » Settings » Time Configuration
Manage Utilization Categories	Time » Settings » Utilizations
Manage Leave Types	Time » Settings » Leave Types
Manage Company Work Schedules	Time » Settings » Company Work Schedules
Manage Timesheet Schedules	Time » Settings » Timesheet Schedules
Manage Timesheet Classes	Time » Settings » Timesheet Classes
Manage Wage Schedules	Time » Settings » Wage Schedules

Manage Events	Time » Settings »Events
Manage Interim Charges	Screen does not exist in 9.0.1. See the Time & Expense Version 10.0 Release Notes for more information about this enhancement.

Time Utilities

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

Expense Module

Expense Authorization

TEESS 10.0 Screen Name	TEESS 9.0.1 Path and Screen Name
Manage Expense Authorization	Expense » Plan Expenses » Expense Authorization
Approve Expense Authorization	Previously a button on the form.
Print Expense Authorization	Previously a button on the form.

Expense Reports

TEESS 10.0 Screen Name	TEESS 9.0.1 Path and Screen Name
Manage Expense Report	Expense » Record Expenses » Expense Report
Approve Expense Report	Previously a button on the form.
Print Expense Report	Previously a button on the form.

Expense Reports/Inquiries

TEESS 10.0 Screen Name	TEESS 9.0.1 Path and Screen Name
Outstanding Aging Report	Expense » Analyze » Outstanding Aging
Expense Authorization Status	Expense » Audit » Expense Authorization Status
Expense Report Status	Expense » Audit » Expense Report Status

Batch Expenses

TEESS 10.0 Screen Name	TEESS 9.0.1 Path and Screen Name
Manage Expense Batch Types	Expense » Settings » Batch Types
Manage Batch Expense	Expense » Process » Maintain Imported Expenses

Expense Interfaces

TEESS 10.0 Screen Name	TEESS 9.0.1 Path and Screen Name
Export ERs/Advances	Expense » Process » Export ERs/Advances
Export Commitments	Expense » Process » Export Commitments
Compute Commitments	Expense » Process » Compute Commitments

Expense Controls

TEESS 10.0 Screen Name	TEESS 9.0.1 Path and Screen Name
Configure Expense Settings	Expense » Settings » Expense Configuration
Manage Currencies	Expense » Settings » Currencies
Manage M&IE Breakdown	Expense » Settings » M&IE Breakdown
Manage Providers	Expense » Settings » Providers
Manage Expense Charge Types	Expense » Settings » Charge Types
Manage Pay Methods	Expense » Settings » Pay Methods

Manage Currency Schedules	Expense » Settings » Currency Schedule
Manage Per Diem Schedules	Expense » Settings » Per Diem Schedules
Manage Tax Schedules	Expense » Settings » Tax Schedules
Manage Expense Types	Expense » Settings » Expense Types
Manage Expense Report Types	Expense » Settings » Expense Report Types
Manage Expense Classes	Expense » Settings » Expense Classes

Expense Utilities

TEESS 10.0 Screen Name	TEESS 9.0.1 Path and Screen Name
Clear Expense Reports	Expense » Utilities » Clear Expense Reports
Clear Expense Authorizations	Expense » Utilities » Clear Expense Authorizations
Maintain Expense	Expense » Utilities » Expense Utility
Advance Utility	Expense » Utilities » Advance Utility
Maintain Payment	Expense » Utilities » Payment Utility
Per Diem Preprocessor	Expense » Utilities » Per Diem Preprocessor
Change Expense Report/Advance Status	Expense » Utilities » Change ER/Advance Status
Bar Code Processor	This used to be in Tech Console which is an application outside of TEES

Configuration Module

General Controls

TEESS 10.0 Screen Name	TEESS 9.0.1 Path and Screen Name
Configure General Settings	Administration » Product Configuration » General Configuration
Manage Account Types	Administration » Product Configuration » UDT 01 Types
Manage Resource Group Types	Administration » Product Configuration » Employee Group Types

Resources

TEESS 10.0 Screen Name	TEESS 9.0.1 Path and Screen Name
Manage Resource Information	Administration » Users and Groups » Employee Information
Manage Resource Groups	Administration » Users and Groups » Employee Groups
Manage Security Roles	Administration » Users and Groups » Security Roles
Manage Functional Roles	Administration » Users and Groups » Functional Roles
Manage Preferences	This is an icon on the global menu.
Manage Desktop	This is on the Home Page.
Manage Resource Licenses	Administration » Users and Groups » Password Utility

Master Data

TEESS 10.0 Screen Name	TEESS 9.0.1 Path and Screen Name
Maintain Charge Trees	Administration » Master Data » Charge Trees
Manage UDT01	Administration » Master Data » UDT01
Manage UDT02	Administration » Master Data » UDT02
Manage UDT03	Administration » Master Data » UDT03
Manage UDT04	Administration » Master Data » UDT04
Manage UDT05	Administration » Master Data » UDT05
Manage UDT06	Administration » Master Data » UDT06
Manage UDT07	Administration » Master Data » UDT07
Manage UDT08	Administration » Master Data » UDT08
Manage UDT09	Administration » Master Data » UDT09
Manage UDT10	Administration » Master Data » UDT10
Manage UDT11	Administration » Master Data » UDT11
Manage UDT12	Administration » Master Data » UDT12
Manage UDT13	Administration » Master Data » UDT13
Manage UDT14	Administration » Master Data » UDT14
Manage UDT15	Administration » Master Data » UDT15

Interfaces

TEESS 10.0 Screen Name	TEESS 9.0.1 Path and Screen Name
Import Master Data	Administration » Process » Import Console
Master Data Import History	This used to be on the Log tab on the Import Console screen



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