

LATITUDE

Business Software for Surveyors, Engineers & Consultants
www.LatiBiz.com

Latitude is a comprehensive business management package designed for land surveyors, engineers, urban designers and other organisations that need to track professional work on projects and manage projects and project information. Latitude facilitates project costing, quoting, project workflow, staff time tracking, document control, client interaction, project team, prospect and supplier tracking, and billing.

Latitude notifies staff when work is to be done, allows project managers to see that they are doing it and then, when they are finished, automatically prompts the next person in a workflow at the right time to perform their role in completing a task.

Latitude tracks all time spent by your staff on all of their work, whether in the office or in the field. It takes the guesswork out of quoting and billing, allowing you to focus on the most profitable projects, clients and employees.

Latitude has a powerful document and communication register that can be used to log and then track everything from the original verbal client request, through draft file and document version control, to the final delivery of plans and reports to the client. This can form the core of a QA system.

Platforms



Cloud



Server



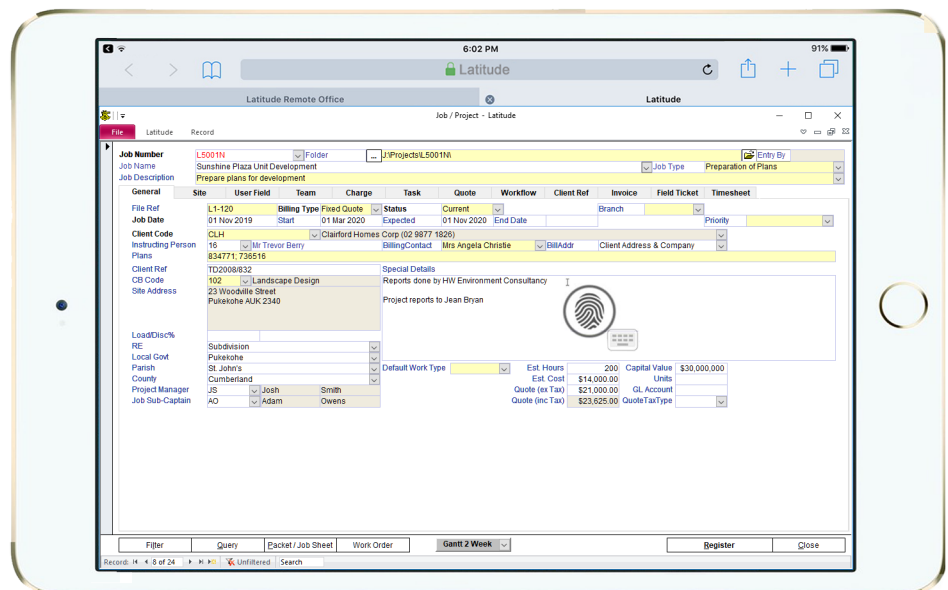
Desktop



Phone



Tablet



Business Benefits

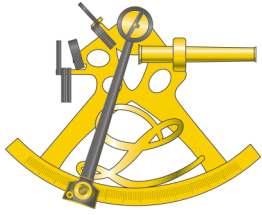
- ❖ Accurately cost jobs
- ❖ Streamline project workflow through the office, out & back from site, to customer report delivery & accounts
- ❖ Bill often 'missed' time
- ❖ Track client & prospect contacts
- ❖ Manage documents and files
- ❖ Track all client requests, instructions, communications and deliverables
- ❖ Time saved in project administration on billable work results in extra income
- ❖ Save time handling timesheets and registering documents thus reducing business costs
- ❖ Set budgets and warn staff or even prevent them from going over a hard maximum budget
- ❖ Measure client, project, employee and service profitability
- ❖ Avoid unprofitable clients and projects
- ❖ Obtain timely, accurate and relevant management reports
- ❖ Provide employees with project information at their fingertips on almost any device no matter where they are in the office or field
- ❖ You can use your true cost of business from Latitude to adjust your rates
- ❖ Latitude reporting gives you better information that leads to more accurate quoting
- ❖ Project managers have a detailed up to the minute view of all their projects

Software to automate and control your business

timesheet - job cost - document control - management reporting

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History

Since the 1990's Latitude has evolved to solve the problems surveyors, engineers & consultants have in running and controlling their businesses. It has been regularly refined and is now in use by thousands of land surveyors, civil & structural engineers, town planners, architects, consultants, and project managers in both business and government.

The Latitude business also grew, and now provides a full range of installation, configuration, data migration, consulting, customisation, project management, training and support services.

Special features added based on customer feedback include site latitude & longitude, plan register, aerial photo register, equipment barcodes and employee emergency contact details.

Report produced by: Latitude v9218.0209 - www.LatiBiz.com US/Can 866.528.4249 Australia 02 8002 4087



Productivity

Report for 'Smith & Owens' on Saturday, 1 June 2019 03:24 PM Page 1 of 3
 (67)(rptProductivity) [67]

Summary of all work at both cost and charge rates totalled by client, project, employee, work type and week
 WHERE - [Start Date] = '1/06/2018' [End Date] = '1/06/2019'

Business by Company

Company Name	Hrs	Tot%	Cost	% of Total	Charge	% of Total
Bowral Home Services	49.25	3.40%	\$1,419.00	3.44%	\$3,547.50	3.49%
Clairford Homes Corp	223.00	15.41%	\$5,630.00	13.63%	\$13,904.50	13.67%
Koggin Council	358.85	24.80%	\$9,215.80	22.31%	\$22,119.50	21.75%
Mount Annan Park Development	83.00	5.74%	\$1,909.00	4.62%	\$4,772.50	4.69%
Smith & Owens	459.20	31.73%	\$16,240.50	39.32%	\$40,119.00	39.46%
Wingburg Council	273.90	18.92%	\$6,887.60	16.68%	\$17,219.00	16.93%
	1447.10	100.00%	\$41,301.90	100.00%	\$101,682.00	100.00%

Business by Project

Project	Hrs	Tot%	Cost	% of Total	Charge	% of Total
B5001	340.50	23.53%	\$8,702.00	21.07%	\$20,835.00	20.49%
B5002	33.00	2.28%	\$726.00	1.76%	\$1,815.00	1.78%
B5003	83.00	5.74%	\$1,909.00	4.62%	\$4,772.50	4.69%
L5001	190.00	13.13%	\$4,904.00	11.87%	\$12,089.50	11.89%
L5002	110.00	7.60%	\$2,815.00	6.82%	\$7,037.50	6.92%
L5003	123.00	8.50%	\$3,175.00	7.69%	\$7,937.50	7.81%
S1001	18.35	1.27%	\$513.80	1.24%	\$1,284.50	1.26%
S1002	40.80	2.82%	\$897.60	2.17%	\$2,244.00	2.21%
S1003	49.25	3.40%	\$1,419.00	3.44%	\$3,547.50	3.49%
Z001	112.25	7.76%	\$3,843.00	9.30%	\$9,607.50	9.45%
Z002	21.00	1.45%	\$483.00	1.17%	\$1,207.50	1.19%
Z004	33.45	2.31%	\$849.50	2.06%	\$1,641.50	1.61%
Z006	3.50	0.24%	\$83.00	0.20%	\$207.50	0.20%
Z007	289.00	19.97%	\$10,982.00	26.59%	\$27,455.00	27.00%
	1447.10	100.00%	\$41,301.90	100.00%	\$101,682.00	100.00%

Business by Employee

Employee	Hrs	Tot%	Cost	% of Total	Charge	% of Total
George Martin	346.80	23.97%	\$8,175.60	19.79%	\$20,439.00	20.10%
Jill Hanrahan	408.00	28.19%	\$9,919.00	24.02%	\$24,286.50	23.88%
Steve Harris	322.30	22.27%	\$9,147.30	22.15%	\$21,816.00	21.46%
Steven Daly	370.00	25.57%	\$14,060.00	34.04%	\$35,140.50	34.56%
	1447.10	100.00%	\$41,301.90	100.00%	\$101,682.00	100.00%

Business by Work Type

Work Type	Hrs	Tot%	Cost	% Total	Charge	% Total
Administration	289.00	19.97%	\$10,982.00	26.59%	\$27,455.00	27.00%
Building Checking	42.00	2.90%	\$973.00	2.36%	\$2,331.88	2.29%
Building Design	83.00	5.74%	\$1,909.00	4.62%	\$4,772.50	4.69%
Building Drafting	283.50	18.21%	\$6,352.00	15.38%	\$15,870.50	15.61%
Building Miscellaneous	5.50	0.38%	\$131.00	0.32%	\$327.50	0.32%
Council Discussions	18.00	1.24%	\$456.00	1.10%	\$1,050.00	1.03%
Equipment Maintenance	7.00	0.48%	\$140.00	0.34%	\$0.00	0.00%
Field Surveyor	33.00	2.28%	\$726.00	1.76%	\$1,815.00	1.78%
General office chargeable	8.00	0.55%	\$40.00	0.10%	\$60.00	0.06%
Landscape Checking	21.00	1.45%	\$483.00	1.17%	\$1,147.13	1.13%
Landscape Design	228.00	15.76%	\$5,800.00	14.04%	\$14,500.00	14.26%
Landscape Drafting	132.00	9.12%	\$3,540.00	8.57%	\$8,850.00	8.70%
Levelling	21.00	1.45%	\$483.00	1.17%	\$1,207.50	1.19%
Plotting Drafting	98.25	6.79%	\$3,311.00	8.02%	\$8,277.50	8.14%
Prepare Tenders	1.00	0.07%	\$20.00	0.05%	\$15.00	0.01%
Programming	31.00	2.14%	\$1,360.00	3.29%	\$2,555.00	2.51%
Project Management	4.00	0.28%	\$152.00	0.37%	\$380.00	0.37%
Report Preparation	8.45	0.58%	\$253.50	0.61%	\$591.50	0.58%
Road Design	14.00	0.97%	\$532.00	1.29%	\$1,330.00	1.31%
Surveying Field Duties	125.40	8.67%	\$3,266.40	7.91%	\$8,166.00	8.03%
Surveying Office Duties	14.00	0.97%	\$392.00	0.95%	\$980.00	0.96%
	1447.10	100.00%	\$41,301.90	100.00%	\$101,682.00	100.00%

Latitude Productivity Report - 1 of over 200 inbuilt reports

What some of our clients say about Latitude...

All our staff use Latitude Software on a daily basis to link jobs to clients, job managers etc., as well as a comprehensive means for Job Managers to account for time spent on jobs for billing purposes. Any staff member can readily see the progress status of jobs.

Edrick Delfos - Hille Thompson & Delfos, Geraldton, Western Australia

Since its implementation in 2007, Latitude has proven to be an invaluable project management tool for our business. The intuitive menu structure made it easy for our users to navigate to key functions; while the powerful reporting options added real value to our business from a very early stage.

Andrew Chittenden - Tomkinson & Associates, Bendigo, Victoria

Latitude support is always quick and ready to fulfil any request for changes, something we don't get from other software vendors.

Andrew Edwards - McKinlay Morgan & Associates, Sydney, New South Wales

Latitude has increased our bottom line, and for time billing I have not seen anything better.

John Henley - Civil Surveys & Design, Adelaide, South Australia

Latitude minimises administrative overhead in a small firm.

Terry Cromer - Terry Cromer Surveying, Hobart, Tasmania

It is very useful for job costing and profitability analysis.

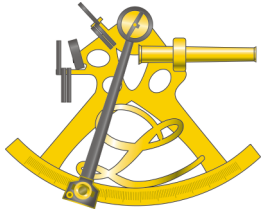
Kevin Dodd - Earl James & Associates, Darwin, Northern Territory

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Features

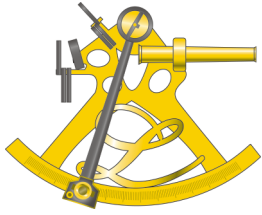
	Professional Edition	Business Edition	Corporate Edition
Designed for organisations with between 1 and 20 staff	●		
Designed for organisations with between 10 and 100 staff		●	
Designed for organisations with between 50 and 500 staff			●
Streamline the flow of work from request to quote, through project tracking to accounts	●	●	●
Project administration and management	●	●	●
Security system to limit what each user can see and do	●	●	●
Capture all staff billable & non-billable time on both external & internal projects	●	●	●
Document control, communications register & customer request register	●	●	●
Search, filter and report on all company information	●	●	●
Marketing, quoting and contact tracking	●	●	●
Automated creation of new projects and project folders from templates	●	●	●
Customisable quote, project sheet, invoice, receipt & statement templates	●	●	●
Open database for reporting, plus links to accounts, GIS & other professional software	●	●	●
Register of plans, drawings, requests, variations, data files & emails	●	●	●
Comprehensive support contract with implementation services	●	●	●
Equipment & asset register with mileage, service, calibration & history tracking	●	●	●
Comprehensive suite of management reports	●	●	●
Link to common Accounting software	●	●	●
Set a budget amount or time budget for each project task	●	●	●
Project KMZ link to export & update project site location	●	●	●
Automatic map of all nearby projects	●	●	●
Latitude Viewer that presents the data views most relevant to each users role(s)	●	●	●
Send reminders to HR prior to employee certification, license or training expiry		●	●
Allocate staff to jobs and override standard employee charge rates with rate schedules		●	●
Split projects into tasks and tasks into sub-tasks.		●	●
Raise draft invoices and allocate timesheets to them without affecting WIP		●	●
Schedule field crews or individual staff on jobs and automatically notify them		●	●
Interface to mobile timesheets for iOS and Android phones and tablets		●	●
Notify staff via Outlook popup reminders, todo lists & daily reminder email		●	●
Work logs to record and track all field work hours, equipment usage & expenses		●	●
Customers electronically sign to approve field work using mobile devices		●	●
Share contacts with Exchange for use with Outlook			●
Estimate, quote & track actual time & expenses on projects, tasks & sub-tasks			●
Auto-generate project documents and register them			●
Automatically generate progress claims by percentage of work done on tasks			●
Automated coordination and control of staff tasks			●
Personalised work queue for each employee			●
Project workflow management and tracking tailored to project type and scale			●
Track and bill management overhead on projects			●
Timesheet control and approval process			●
Corporate system integration			●
Business Intelligence (BI) interfaces			●
Priority support and database management services			●

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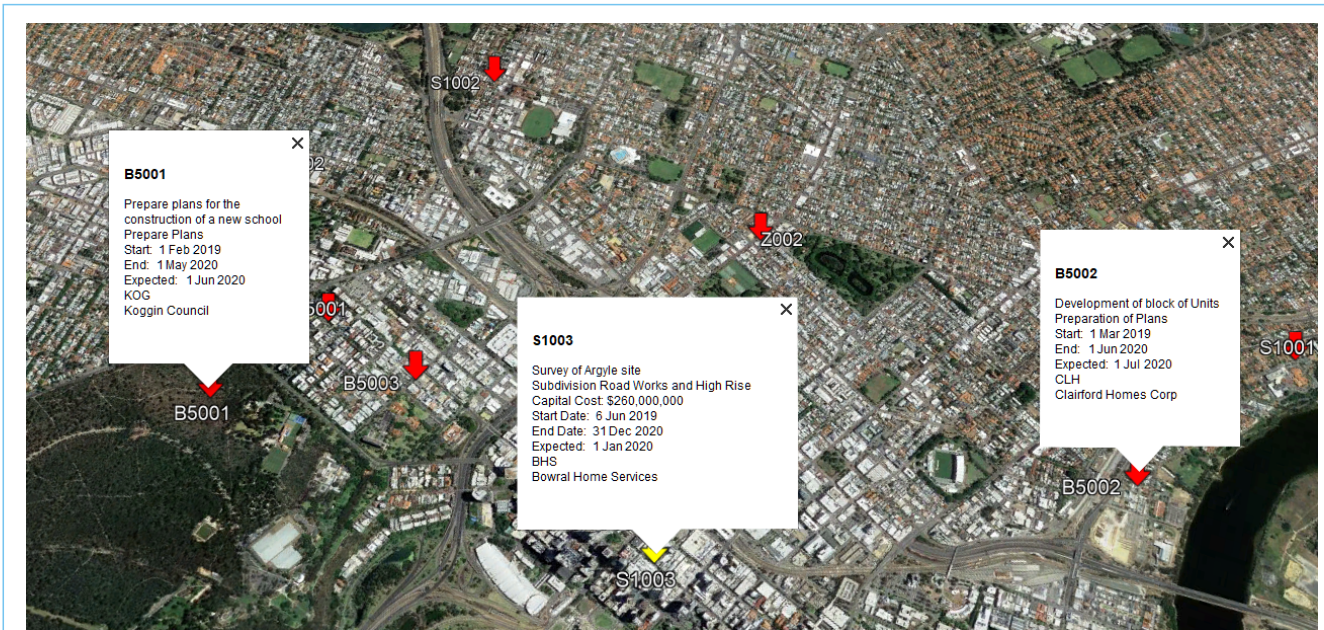
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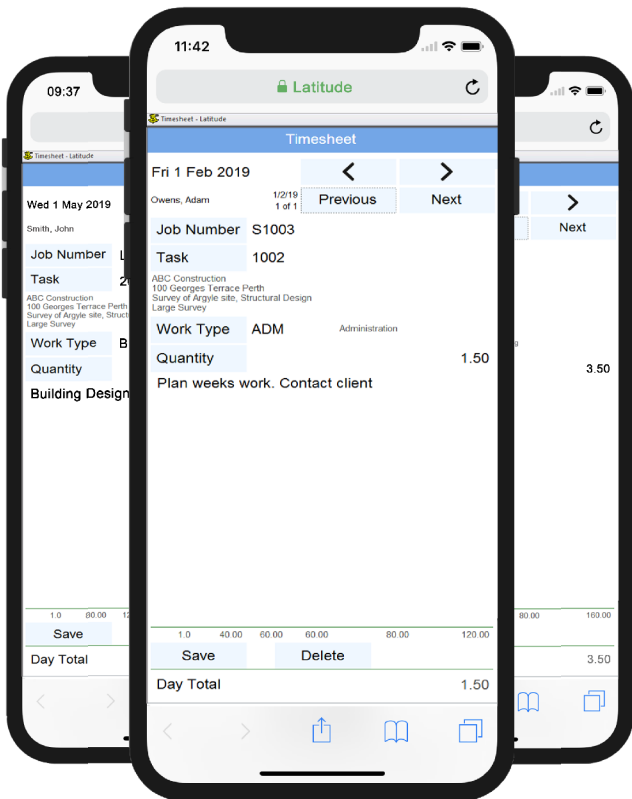


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Latitude project site view together with all nearby project sites



System Requirements

Professional Edition Platforms

Desktop: Windows 10 / 8 / 7, Parallels for MacOS
 Reporting: Crystal Reports, Access, ODBC
 Browsers: Chrome, Microsoft Edge, Internet Explorer, Firefox, Safari
 Server: SQL Express, Windows, Windows Server

Business & Corporate Edition Platforms

Desktop: Windows 10 / 8 / 7, Parallels for MacOS
 Mobile Devices: iPad, iPhone, Android tablet, Android phone, Microsoft Surface
 Windows Phone 10 / 8.1 / 8 / 7
 Reporting: Microsoft Power BI, Tableau, SQL Server Reporting Services, Crystal Reports, ODBC
 Database: SQL Server 2017 / 2016 / 2014 / 2012 / 2008 R2 / 2008 / 2005
 Browser: Chrome, Microsoft Edge, Internet Explorer, Firefox, Safari
 Server: On-premise, hosted, virtualised, Amazon AWS, Microsoft Azure, Google Cloud
 Webserver: Microsoft IIS 10 / 8.5 / 8 / 7.5, Tsplus
 Exchange: 2016 / 2013 / 2010 / 2007 / 2003

Software Links

Excel, Word, Outlook, ArcGIS, Google Earth, Google Maps, QuickBooks, Sage, MYOB, Simply Accounting, Xero, Reckon, KMZ, PDF, CSV, Sharepoint and many more...

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