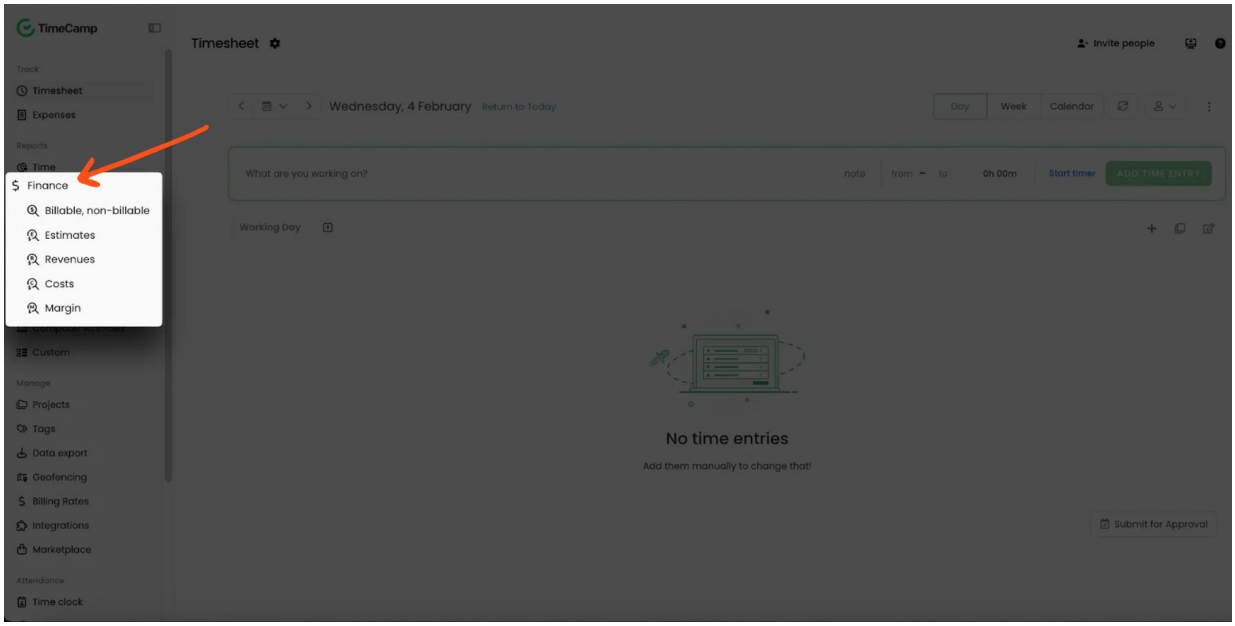
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Finance reports

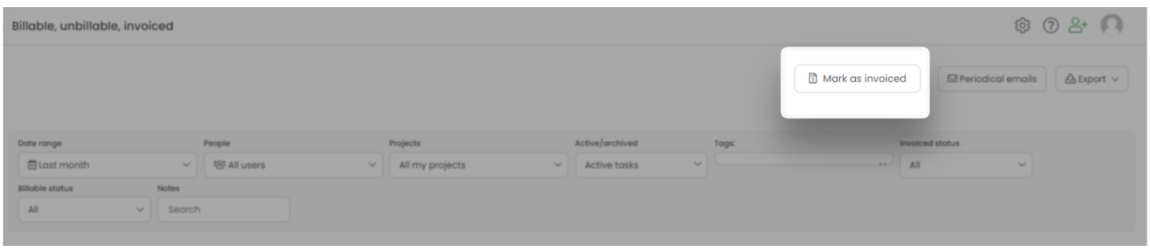
Finance reports will help you to compare your tracked time with a budget and assigned billing rates.

Each report can be exported or added to the Periodical emails if your subscription plan contains these features.



> Only Administrators and users with additional time tracking permission can view all available finance reports. Users without permission “Can manage and see all invoices, rates” will have access only to “Billable, unbillable, invoiced” and “Estimates” reports.

Finance reports have additional columns showing the billing rates and the additional option “**Mark as invoiced**”. If you generate a report and mark time as invoiced it won’t be possible to create an invoice based on this time in the Invoicing module as time entries can be invoiced only once.



Once the time is marked as invoiced in the finance report it is not possible to undo this action.

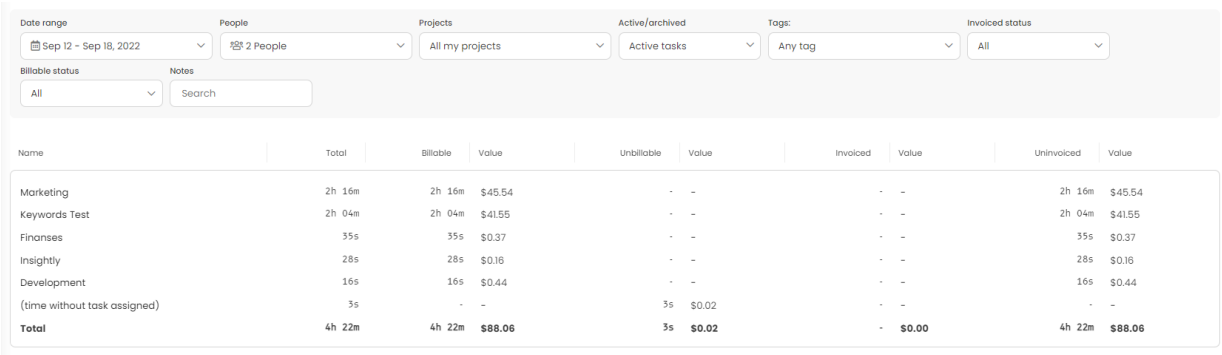
Billable, unbillable, invoiced

This type of report allows comparing the amount of total, billable and unbillable time you've tracked on tasks, checking if these hours are invoiced, and viewing the value of tracked time

The view of this report will be different for users with the additional permission "Can manage and see all invoices, rates". Users without this permission won't have access to the value of time which is based on predefined rates.

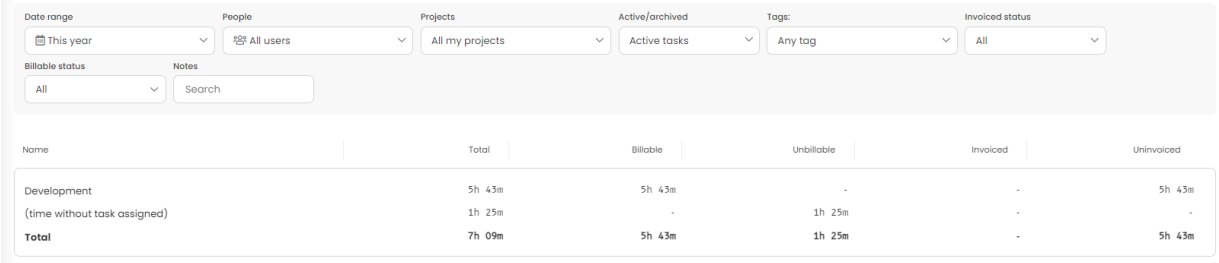
This report doesn't have a User column so if you're a Project Manager or Time Tracking Administrator and choose a few users from your Team in a People picker, the report will show the total time tracked by all users for a selected date range and projects

Report example of an Admin view:



Name	Total	Billable	Value	Unbillable	Value	Invoiced	Value	Uninvoiced	Value
Marketing	2h 16m	2h 16m	$45.54	-	-	-	-	2h 16m	$45.54
Keywords Test	2h 04m	2h 04m	$41.55	-	-	-	-	2h 04m	$41.55
Finanses	35s	35s	$0.37	-	-	-	-	35s	$0.37
Insightly	28s	28s	$0.16	-	-	-	-	28s	$0.16
Development	16s	16s	$0.44	-	-	-	-	16s	$0.44
(time without task assigned)	3s	-	-	3s	$0.02	-	-	-	-
Total	**4h 22m**	**4h 22m**	**$88.06**	**3s**	**$0.02**	**-**	**$0.00**	**4h 22m**	**$88.06**

Report example of a User view:



Name	Total	Billable	Unbillable	Invoiced	Uninvoiced
Development	5h 43m	5h 43m	-	-	5h 43m
(time without task assigned)	1h 25m	-	1h 25m	-	-
Total	**7h 09m**	**5h 43m**	**1h 25m**	**-**	**5h 43m**

Estimates

The Estimates report is **based on a budget you've set for projects and tasks**. It shows the amount of tracked time on tasks and the number of hours and fee that is left from the settled budget.

> This report doesn't have a User column so If you're a Project Manager or Time Tracking Administrator and choose a few users from your Team in a People picker, the report will show the total time tracked by all users for a selected date range and projects.

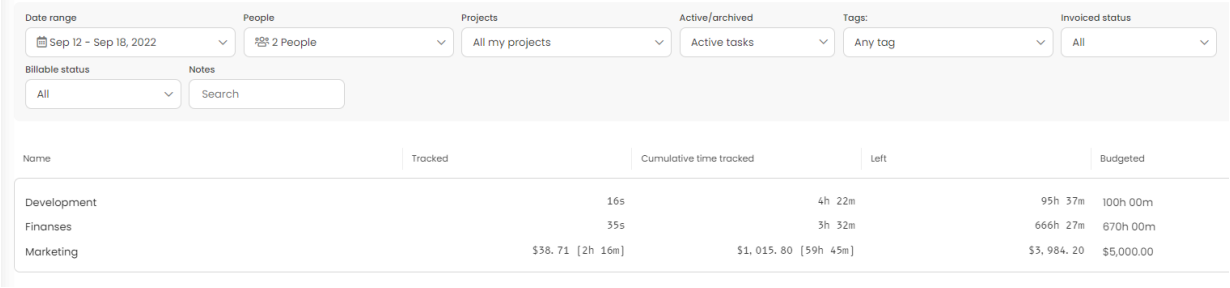
The **Tracked** column shows time tracked on a task for the selected filters such as date range, people, tags, billable status, etc.

The **Cumulative time tracked** column shows the overall time tracked on a task.

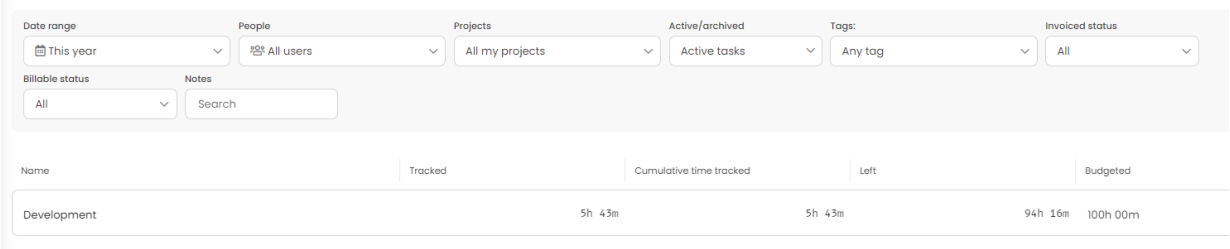
The **Left** column shows the amount of budget left to use, subtracting the cumulative time tracked on a task.

The **Budgeted** column shows the total budget assigned to a task.

Example of an Estimates report of an Admin view:



Example of an Estimates report of a User view:



Revenues

This type of report is **based on revenue rates that are predefined in settings**. You'll be able to get information about the income of a certain employee and tasks they tracked time on.

The report will contain columns referring to the tasks and projects they belong to, the rate per hour, and the

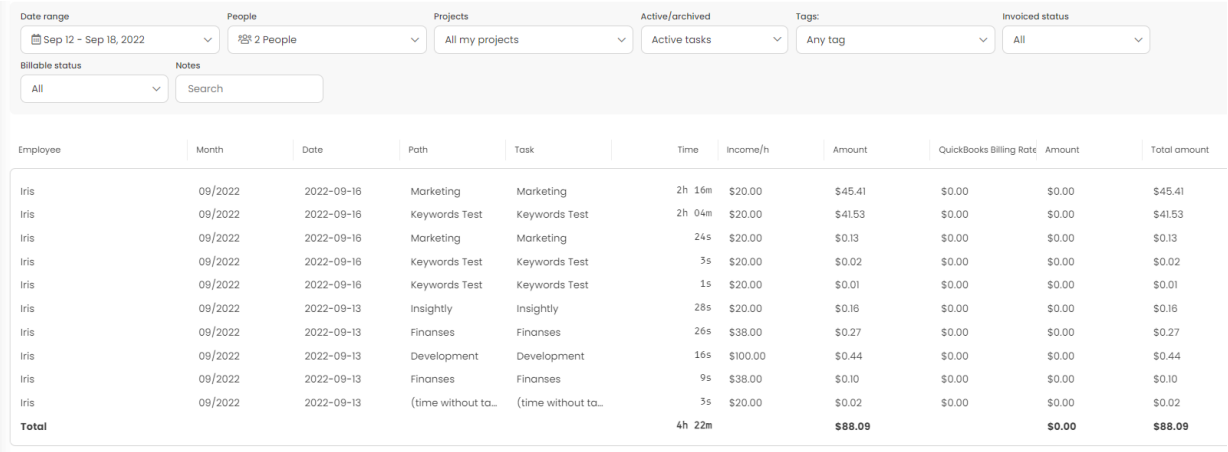
total amount based on tracked time.

> The Revenue report is available only for Users and Administrators with a “Can manage and see all invoices, rates” permission.

The last column of this report “**Total amount**” shows the total of all assigned revenue rates. So if you created 2 revenue rates or use both TimeCamp and QuickBooks revenue rates, this column will add all revenue rates that you have.

> If your TimeCamp account is integrated with QuickBooks, the report will also show rates imported from QuickBooks.

Example of a Revenue report:



Employee	Month	Date	Path	Task	Time	Income/h	Amount	QuickBooks Billing Rate	Amount	Total amount
Iris	09/2022	2022-09-16	Marketing	Marketing	2h 16m	$20.00	$45.41	$0.00	$0.00	$45.41
Iris	09/2022	2022-09-16	Keywords Test	Keywords Test	2h 04m	$20.00	$41.53	$0.00	$0.00	$41.53
Iris	09/2022	2022-09-16	Marketing	Marketing	24s	$20.00	$0.13	$0.00	$0.00	$0.13
Iris	09/2022	2022-09-16	Keywords Test	Keywords Test	3s	$20.00	$0.02	$0.00	$0.00	$0.02
Iris	09/2022	2022-09-16	Keywords Test	Keywords Test	1s	$20.00	$0.01	$0.00	$0.00	$0.01
Iris	09/2022	2022-09-13	Insightly	Insightly	28s	$20.00	$0.16	$0.00	$0.00	$0.16
Iris	09/2022	2022-09-13	Finanses	Finanses	26s	$38.00	$0.27	$0.00	$0.00	$0.27
Iris	09/2022	2022-09-13	Development	Development	16s	$100.00	$0.44	$0.00	$0.00	$0.44
Iris	09/2022	2022-09-13	Finanses	Finanses	9s	$38.00	$0.10	$0.00	$0.00	$0.10
Iris	09/2022	2022-09-13	(time without ta...	(time without ta...	3s	$20.00	$0.02	$0.00	$0.00	$0.02
Total					**4h 22m**		**$88.09**		**$0.00**	**$88.09**

Costs

This type of report is **based on cost rates that are predefined in settings**. You’ll be able to get information about the cost of tracked time by a certain employee on a certain task.

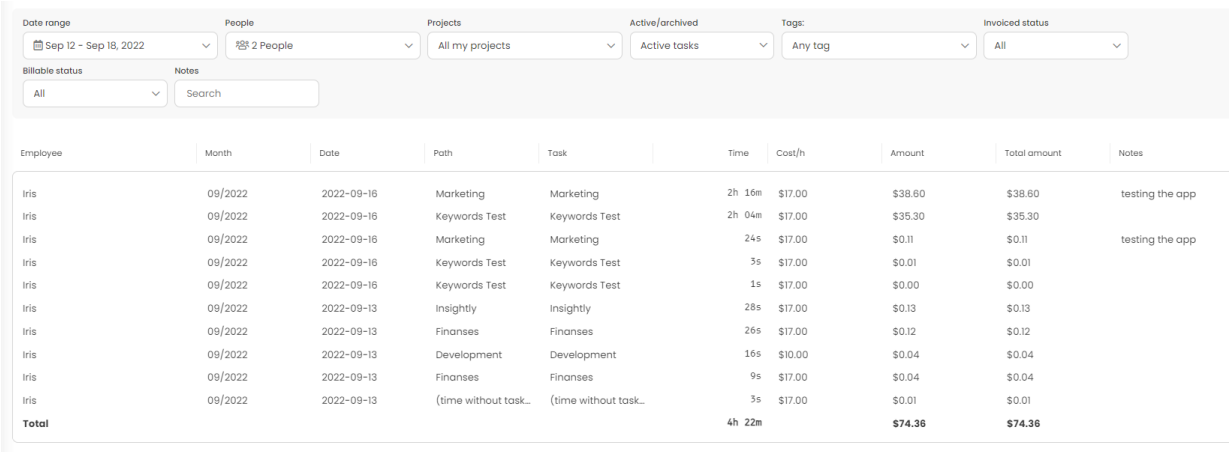
> The Cost report is available only for Users and Administrators with a “Can manage and see all invoices, rates” permission.

The report will contain columns referring to the tasks and projects they belong to, the rate per hour, and the total amount based on tracked time.

The last column of this report “**Total amount**” shows the total amount of all assigned cost rates. So if you created 2 cost rates or using both TimeCamp and QuickBooks cost rates, this column will add all cost rates you have

If your TimeCamp account is integrated with QuickBooks, the report will also show rates imported from QuickBooks.

Example of a Cost report:



Employee	Month	Date	Path	Task	Time	Cost/h	Amount	Total amount	Notes
Iris	09/2022	2022-09-16	Marketing	Marketing	2h 16m	$17.00	$38.60	$38.60	testing the app
Iris	09/2022	2022-09-16	Keywords Test	Keywords Test	2h 04m	$17.00	$35.30	$35.30	
Iris	09/2022	2022-09-16	Marketing	Marketing	24s	$17.00	$0.11	$0.11	testing the app
Iris	09/2022	2022-09-16	Keywords Test	Keywords Test	3s	$17.00	$0.01	$0.01	
Iris	09/2022	2022-09-16	Keywords Test	Keywords Test	1s	$17.00	$0.00	$0.00	
Iris	09/2022	2022-09-13	Insightly	Insightly	28s	$17.00	$0.13	$0.13	
Iris	09/2022	2022-09-13	Finanses	Finanses	26s	$17.00	$0.12	$0.12	
Iris	09/2022	2022-09-13	Development	Development	16s	$10.00	$0.04	$0.04	
Iris	09/2022	2022-09-13	Finanses	Finanses	9s	$17.00	$0.04	$0.04	
Iris	09/2022	2022-09-13	(time without task...	(time without task...	3s	$17.00	$0.01	$0.01	
Total					**4h 22m**		**$74.36**	**$74.36**	

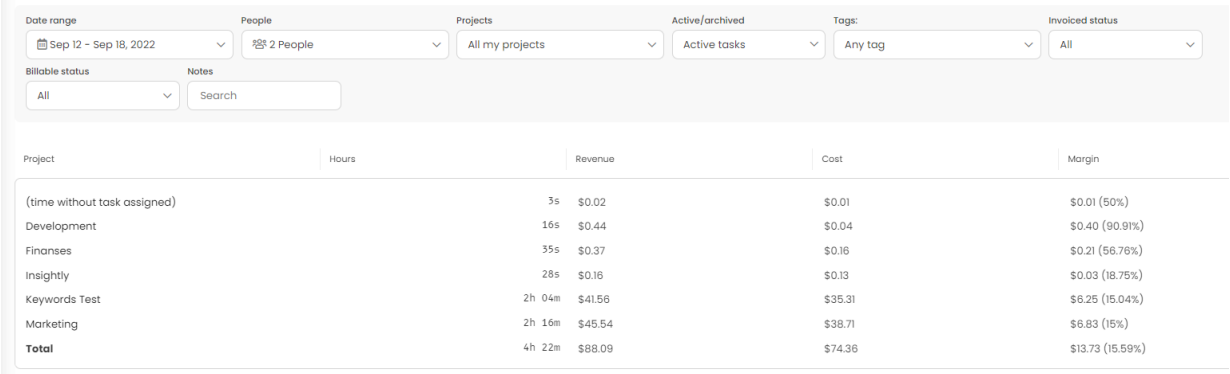
Margin

The Margin type of report will allow you to **compare the total revenue and total cost amounts**. This report contains a task name, time tracked on tasks, total revenue and total cost of the task, and the margin (difference between revenue and cost).

The Margin report is available only for Users and Administrators with a “Can manage and see all invoices, rates” permission.

This report doesn’t have a User column so If you’re a Project Manager or Time Tracking Administrator and choose a few users from your Team in a People picker, the report will show the total time tracked by all users for a selected date range and projects

Example of a Margin report:



Project	Hours	Revenue	Cost	Margin
(time without task assigned)	3s	$0.02	$0.01	$0.01 (50%)
Development	16s	$0.44	$0.04	$0.40 (90.91%)
Finanses	35s	$0.37	$0.16	$0.21 (56.76%)
Insightly	28s	$0.16	$0.13	$0.03 (18.75%)
Keywords Test	2h 04m	$41.56	$35.31	$6.25 (15.04%)
Marketing	2h 16m	$45.54	$38.71	$6.83 (15%)
Total	4h 22m	$88.09	$74.36	$13.73 (15.59%)