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## BigTime named one of the industry’s top time and billing apps for 2012.

Today, time & billing systems have evolved into a rich set of utilities that enable accountants to manage workflow, assign tasks and review roles, capture information about costs in a dozen different ways, and produce meaningful reports. While the best programs have their differences, they do share some common traits:

- They are flexible and customizable.
- They are Internet-accessible to allow for the capture of information from an unlimited number of places and devices.
- Billing and invoicing is likewise flexible, easily tailored to the needs of each client.
- Reports enable management to assess performance of staff, tasks, clients and even types of service performed.

### **BIGTIME SOFTWARE**

Big Time is customizable time & billing software for professional services firms, designed for easy adaptation and smooth integration with each firm’s existing procedures for engagement workflow, billing and tasking. Designed to work seamlessly with Intuit’s QuickBooks, the accounting version uses a familiar timesheet format and specialized billing formats for accounting that include multiple billing rates, write-up and write-down (for WIP analysis), and progress payments.

The timesheet formats enable staff to enter their daily time at the end of each day or use a timer, with simple reference to client lists and billing/expense codes. Big Time offers a flexible rate structure tailored to each client, with the ability to invoice standard time and expenses, or fixed-fee engagements -- with

numerous printed invoice styles and limitless billing formats.

Big Time is designed to “learn” from the workflow style of the accounting firm. Each client plan is saved in the system as a “virtual template” from which engagements, special projects, rates, tasks and team members can be copied for new clients. Management reports can enable automatic analyses of WIP (by staffer, billing code, and client), capacity and other critical measures, and offer more than 150 standard report templates and endless report customization options.

*Excerpted from Accounting Today, August 2012. Article by Dave McClure, president of Kent Associates, an independent testing laboratory and evaluation service in Alexandria, Virginia.*