

“ There is tremendous business value in being able to track field staff hours and activities precisely, an advantage we did not have before implementing Xora GPS TimeTrack™. We can now more accurately measure performance and identify bottlenecks that may be impacting productivity. The icing on the cake is Xora’s integration to ADP®, which allows us to better use administrative resources. Overall the combination of Xora and ADP has been very effective for improving office and field staff productivity.”

— Jim Walker, Financial analyst for Greenways of America



## Greenways of America



### At-A-Glance

- ▶ Automated time sheet and job-status collection processes.
- ▶ Integrated Xora with ADP for complete front-office/back-office solution.
- ▶ Additional 10 hours per week available to service customers.
- ▶ Saving up to 4 hours per month by automating time sheet to ADP process.

### Situation

Seeking to improve office and field staff productivity, Greenways sought to automate time sheet and job-data collection, as well as the process by which the data populated ADP. By employing a solution to more precisely track and manage field staff hours and activities, Greenways felt it could reduce payroll costs and increase the number of hours available to provide billable services.

management to verify field staff whereabouts throughout the day.

Because the systems have been pre-integrated, data captured by GPS TimeTrack is transferred automatically to ADP. And since both products are web-based, Greenways can access either from any Internet-enabled computer. Xora and ADP also host their solutions, so Greenways can focus on its business rather than managing computer systems.

### Background

Greenways of America provides commercial and residential customers in North Florida and South Georgia with design, installation and maintenance services for landscaping and irrigation projects. Project supervisors had been using paper time sheets to record hours worked and activities completed by their crews. This data was entered by hand into Greenways’ payroll system, ADP.

### Solution

Greenways has since deployed Xora GPS TimeTrack to better manage field staff. GPS TimeTrack runs on cell phones carried by supervisors, who use the application to record shift and job start and stop times for their crews. Project teams meet daily at a staging area, where supervisors use GPS TimeTrack to clock-in for the entire crew. Upon arrival at the job site, the supervisor clicks Job Start in GPS TimeTrack to indicate the team has arrived and begun work. Greenways management now knows exactly when the crew began work, how long they were traveling to the job site, and the amount of time spent at a given customer site. Supervisors also use the GPS TimeTrack to record information such as materials used and whether or not day laborers were added to a job. Location-data captured by GPS TimeTrack allows

### Results

Supervisor and crew data is now captured more quickly and accurately, freeing field staff to service customers. Greenways estimates it is saving at least one hour per week per crew, or an additional 10 hours of available billable hours each week. Greenways payroll and job-cost data also is more accurate with Xora and ADP. Time spent processing payroll has been reduced by at least one hour per week.