

## Eureka! LG Reports

The 'Project' Cost Report provides details of Time and Costs for an individual 'Project' (as in the example below), or range of 'Projects'. Although 'Project' appears as a main heading in these examples, the label is user-defined and can be changed, e.g. 'Job', 'Case', 'File', or Cost Centre' may be more appropriate.

### PROJECT COST REPORT (Fom 02/04/10 To 30/04/10)

Project: DC100 N/W Install Contract Cleanse

Reference	Activity	Units	Cost
60101	Analyse Outline Specification	14.00	266.34
60102	Liaise with Users - spec	24.75	470.85
604001	Site Survey	6.50	110.24
604002	Order Equipment	4.00	67.84
604004	Hardware Installation	12.00	203.51
604005	Software Installation	4.00	67.84
604006	System Configuration	2.00	33.92
<b>Total</b>		<b>67.25</b>	<b>1,220.54</b>

The above report shows cumulative totals relating to 'Activities' carried out on this 'Project'. Any Activity can be selected to find out who carried out the work:

### PROJECT COST REPORT (Fom 02/04/10 To 30/04/10)

Project: DC100 N/W Install Contract Cleanse  
Activity: 60102 Liaise with Users – spec

Reference	Staff	Units	Cost
ITD10	Susan Mitchell, Sys. Analyst	24.75	470.85
<b>Total</b>		<b>24.75</b>	<b>470.85</b>

A further selection can be made to find out *when* time was recorded and, if relevant, the narrative:

Project: DC100 N/W Install Contract Cleanse  
Activity: 60102 Liaise with Users – spec  
Staff: ITD10 Susan Mitchell, Sys. Analyst

Date	Units	Cost
02/04/10 Meeting with Robert Hughes	5.00	95.12
09/04/10	5.00	95.12
16/04/10	6.00	114.15
23/04/10	8.75	166.46
<b>Total</b>	<b>24.75</b>	<b>470.85</b>

Authorised users can also access the timesheet *directly* from this report and amend entries.