



# Sage Timeslips For Dummies

*Elaine Marmel*

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**Sage Timeslips For Dummies** Elaine Marmel

**Let *Sage Timeslips For Dummies* show you how to turn your time into money**

If you run a business that bills for its time, it's time you looked into Sage Timeslips and all it can do for you. This practical and friendly guide will help you get to know the Timeslips interface, set up templates for your business, prepare bills and statements, generate reports, track payments, and manage your billable hours across multiple clients. You'll also get the scoop on utilizing a variety of billing scenarios commonly used by attorneys, consultants, accountants, architects, and other service professionals, including hourly, contingency, flat fee, percentage of completion, interim billing, progress billing, and more.

- Covers time-tracking basics and billing best practices for your specific business needs
- Details how to set up Timeslips, account for hours, customize statements, prepare and send bills, reconcile payments, manage client databases, and keep your data safe and secure
- Explains how to integrate Sage Timeslips with QuickBooks and Peachtree accounting software as well as Microsoft Office productivity solutions like Outlook and Excel to help better manage and analyze your overall business

From sole practitioners running a small business to larger service firms with multiple timekeepers on a project, *Sage Timeslips For Dummies* is the key to tracking your time and increasing your profitability.

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