

Tickets and Time

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Tickets are the basic unit of information in a construction trucking operation and must be entered individually. Trying to combine common tickets into a "summarized" entry is never a good solution. While it may appear to save you time with your entry, searching for individual ticket information, or correcting something that was part of "summarized" entry will always cost you more time and effort.

When tickets and time are entered and referenced against a [Job](#) or [Order](#), the system will have the necessary information to [Create Settlements](#) and [Create Invoices](#) automatically for a given time period. Tickets are required entry, while time is only entered if hourly pay is involved. Timesheets may be entered as a separate step, but HaulWare gives you the option to enter hours as you enter each ticket as well.

HaulWare rewards you for your effort of ticket entry by giving you a comprehensive Ticket Search feature to find everything you need to know about a ticket. No more wasted time digging for what happened on a ticket.

[Ticket Entry](#) - Required - Each ticket is entered that references a Job or an Order. Ticket number, tonnage and possibly hours are also entered to complete the entry.

[Timesheet Entry](#) - If hourly pay is involved, hours may be entered here as a daily total for each job / order worked on in a week.

[Import Audit](#) - Tickets may be imported into HaulWare but only after having been audited and approved here. Ticket import information can come from a variety of outside, third-party sources so set up may be required.

Create Settlements - Once tickets have been entered for a pay period, driver and subcontractor settlements may be generated based on ticket tonnage and timesheet hours.

Settlements - Manage your driver pay details here. Apply deductions and add manual pay lines to adjust pay as necessary. Print (or E-Mail) and Post your settlements to complete the process for a pay period.

Settlement Batch Post - Speed up and efficiently Print (or E-Mail) and Post all of your settlements as a single batch.