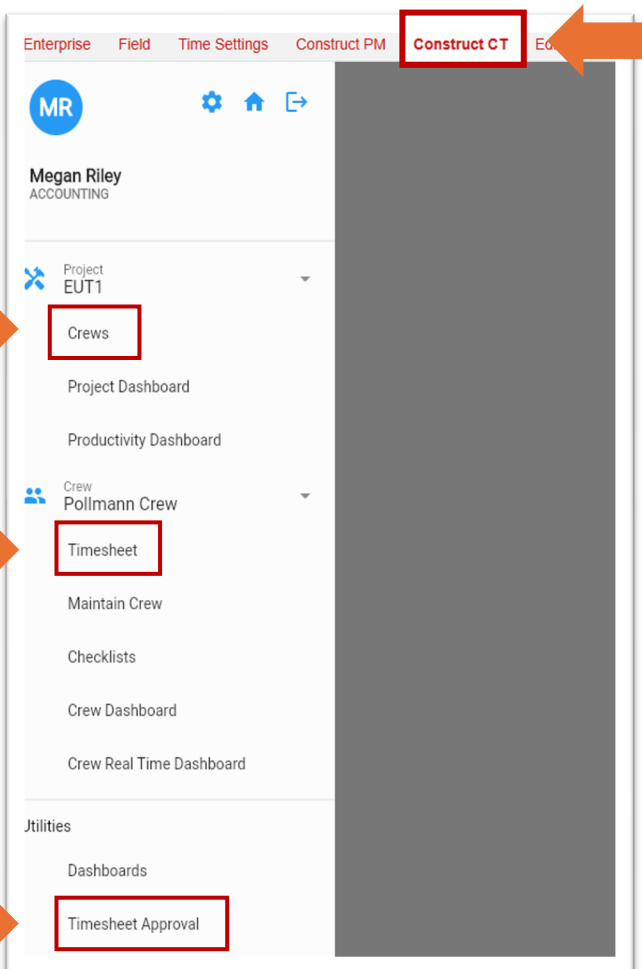


# CMiC CONSTRUCT CT: TIME ENTRY

**Construct CT (Crew Time) is CMiC's field tool for tracking labor, production, and costs – accessible via Desktop or Mobile app.**



Use these quick aids to establish Settings, create a Crew, enter Time/Units/Expenses, approve Timesheets, and review Dashboards.

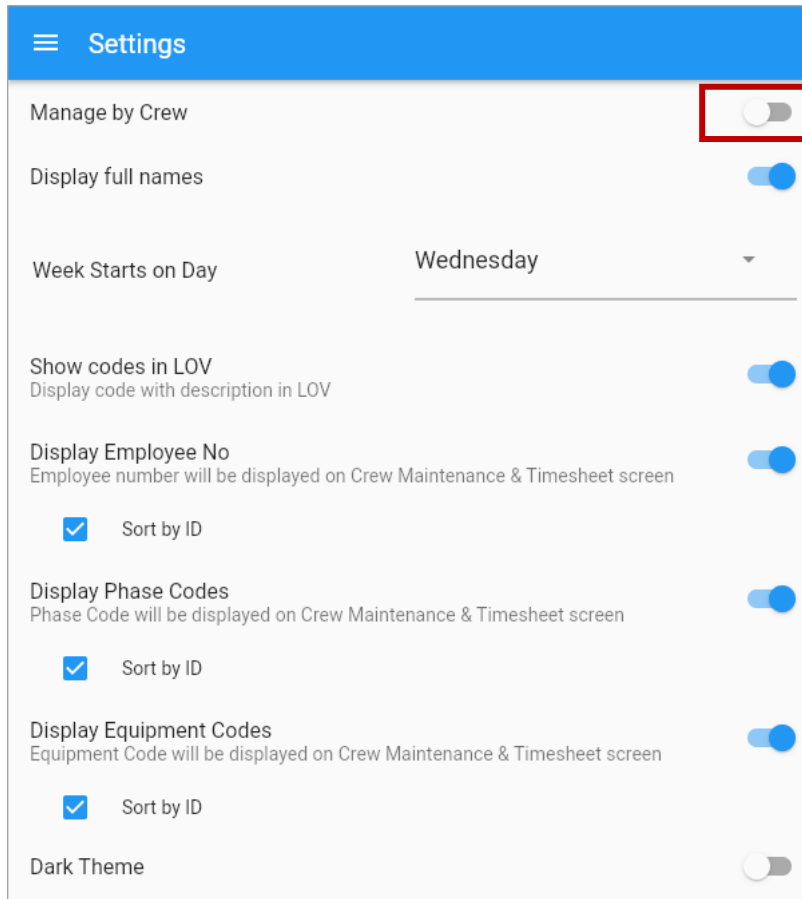


**NOTE:** This tab is only in the Desktop version of Construct CT. For mobile, the Crew Time App will have all the functionality this tab does.

# CONSTRUCT CT SETTINGS

For the most efficient use of Construct CT, select these **Settings**.

- 1 Within **Construct CT**, click the  menu.
- 2 Click the  in the top right of the menu.
- 3 Match your **Settings** to the ones shown below.



Settings

Manage by Crew ☐

Display full names ☒

Week Starts on Day Wednesday

Show codes in LOV ☒  
Display code with description in LOV

Display Employee No ☒  
Employee number will be displayed on Crew Maintenance & Timesheet screen

☒ Sort by ID

Display Phase Codes ☒  
Phase Code will be displayed on Crew Maintenance & Timesheet screen

☒ Sort by ID

Display Equipment Codes ☒  
Equipment Code will be displayed on Crew Maintenance & Timesheet screen

☒ Sort by ID

Dark Theme ☐

**NOTE:**  
Based on your role and whether you are managing time for yourself or a crew, you may also want to toggle on this setting as well.