Chrometa Time Tracking

www.chrometa.com

888-340-6425

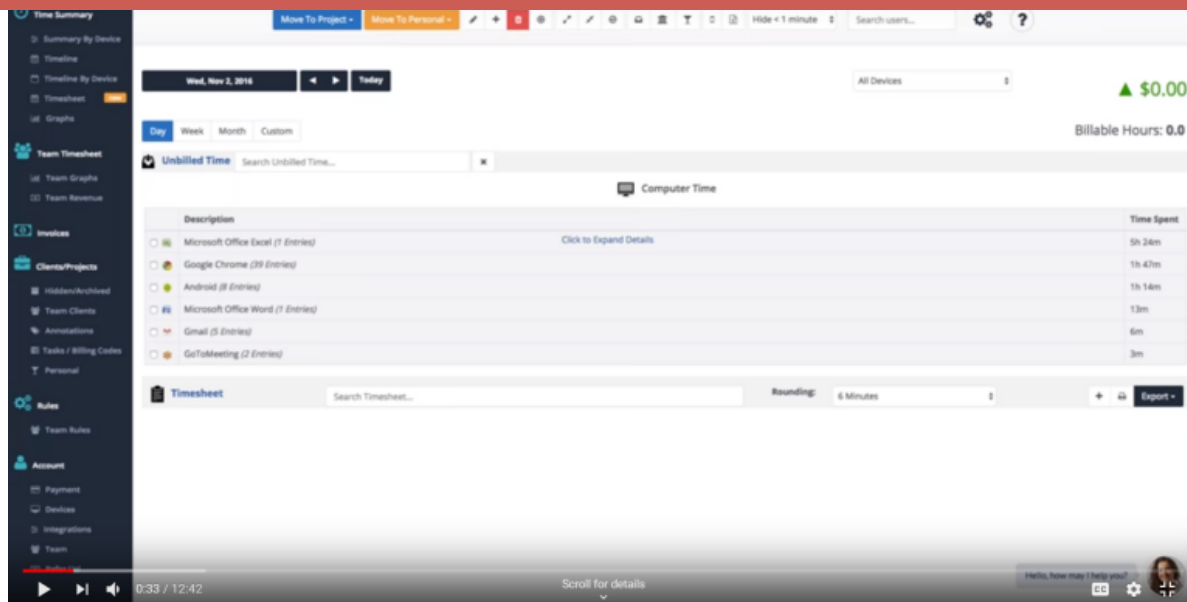**From the 2020 reviews of Time & Billing systems.**

Chrometa Time Tracking is an automated time tracking application well suited for professional services firms of any kind. Described as a passive timekeeping system, Chrometa automatically tracks all time spent on a particular device without any additional input needed from the user.

Chrometa works on both Mac and PC operating systems as well as iOS and Android smart phones and tablets. Chrometa tracks time automatically when using programs such as Microsoft Word, Excel, Outlook, and PowerPoint as well as Photoshop, and Gmail. Activity on browsers such as Google Chrome, Internet Explorer, and Firefox

are automatically tracked as well, and Chrometa's mobile app allows users to track

Chrometa includes a time summary feature that summarizes a user's unbilled time for a specific timeframe.

Chrometa's time summary feature allows users to review all recorded time entries, which are categorized by task. Just click on any entry to view details about each entry. Time entries can be viewed by day, week, month, or using a custom timeframe, and the tab at the top of the screen allows users to move any time entry to a specific project or to personal, if the time entry is a personal task. A complete browsing history is also included, providing details such as weblinks that can be used as backup if charging clients for research. All time entries are recorded separately, making it easy to assign multiple tasks to multiple clients. Once all recorded time entries have been assigned to a specific project or client, or moved to the personal folder, the timesheet can be forwarded to the appropriate party for approval. Once approved, the timesheet can be exported to a third-party accounting or billing application. Users also have the option to bill clients directly from Chrometa, with clients able to pay an invoice via PayPal if desired.

Chrometa also includes good project management capability, with users able to assign recorded time to a specific project if desired, with the ability to create a new

project on the fly.

Chrometa offers a variety of time activity reports, including an Unbilled Time report, which highlights time recorded but not assigned. Also available is a Time Spent by Project report, and a Time Summary report. All Chrometa reports can be exported to Microsoft Excel for further customization, and data recorded in Chrometa can also be exported for custom report creation.

Chrometa integrates with popular accounting applications such as QuickBooks Online, FreshBooks, Xero, and Zoho Books. Other integrations include practice management applications for law firms including Clio, CosmoLex, Practice Panther, and Rocket Matter, as well as project management applications such as Asana, Basecamp, Smartsheet, and Jira Software. In addition, Chrometa integrates with productivity applications such as Gmail, Microsoft 365, Slack, and Harvest.

Chrometa offers telephone, email, and chat support, with short demos available for viewing that provide a good overview of the application.

While not a replacement for standard time and expense management applications, Chrometa can be useful for small to mid-sized firms looking for a more automated timekeeping system. Chrometa's Solo and Team editions are available with all three plans: Standard, which runs $19 per user, per month; Plus, which runs $29 per user, per month; and Premium, which is $49 per user, per month. All plans include one hour of personal training, integration, export capability, and data archiving, with the Team plans also including shared client, matter, and project capability. Those interested in QuickBooks integration are required to opt for the Plus or Premium plan.

2020 Overall Rating: 4.5

Strengths:

- Eliminates the need to use individual timers

- Does not offer an option to add expenses to an invoice

- Assigning tasks can be time-consuming and tedious

Firm Management

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