TRADE-UP

Tracking Productivity
A Guide to Graphs and Scores

What is Productivity in Trade-Up

Entering your productivity means allocating the productive hours recorded to the materials installed on the day.

For the purposes of Trade-Up - productive hours are those spent working on the original contract work. Variation hrs are excluded from this, as are site delays and other employee off site time like training etc.

To do this your foreman will need to keep record of what the team achieves in the day i.e. installed brick count in m2 or number of bricks.

We must allocate 100% of the productive hours for the day to save this page. This is to ensure accurate reporting.

Enter **either** the percentage of hours spent on that material in that section, or the **total** hours spent.

Enter the total m2 for that material in that section

You can see the how each section is tracking against the tendered targets. If it is red, that section has gone over.

The total percentage across all sections must be 100 before you can save

Once the productivity and percentage or hours are entered for a section you can see your **score** that day.

Company Productivity

The company productivity graph by default is the following:
 - a weighted average of all projects that have been active in the past 4 weeks (28 days)
 - the rolling weighted average is calculated from the past 180 days (6 months)

When the date range is selected then the data is as follows:
 - a weighted average of all projects that have been active within the selected date range
 - the rolling weighted average is over the selected period and does not take into account past data.

The productivity graphs below the company productivity graph are the projects that have a start and end date within the selected window (28 day by default). This is irrespective of any activity on these projects. The effect of each of the active projects on the company is weighted by the amount of effort (person days) on the project, so that projects that have received less effort effect the company productivity scores (and graph) less then project that had a large number of person days.

Project Summary

Select the 'projects' tab at the top, and then select your project on the left.
Here you can see a range of statistics and graphs of how the project as a whole is tracking. It averages out all the sections in a project.
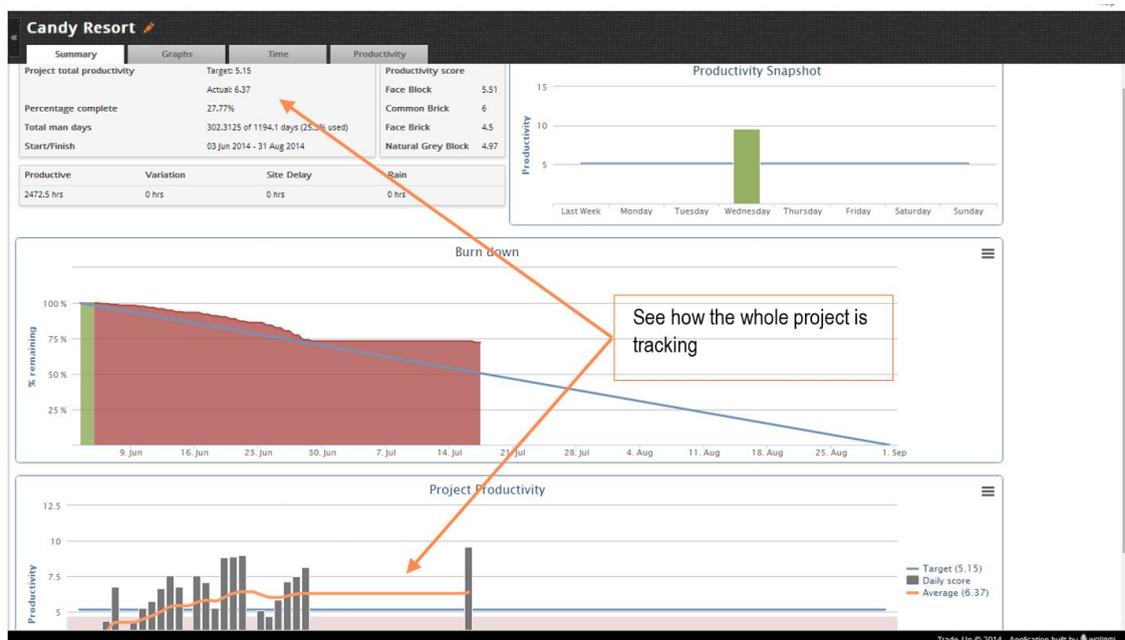
Project Graphs

On the 'Graphs' page you can customise what the graphs show, such as getting graphs for specific materials or sections.
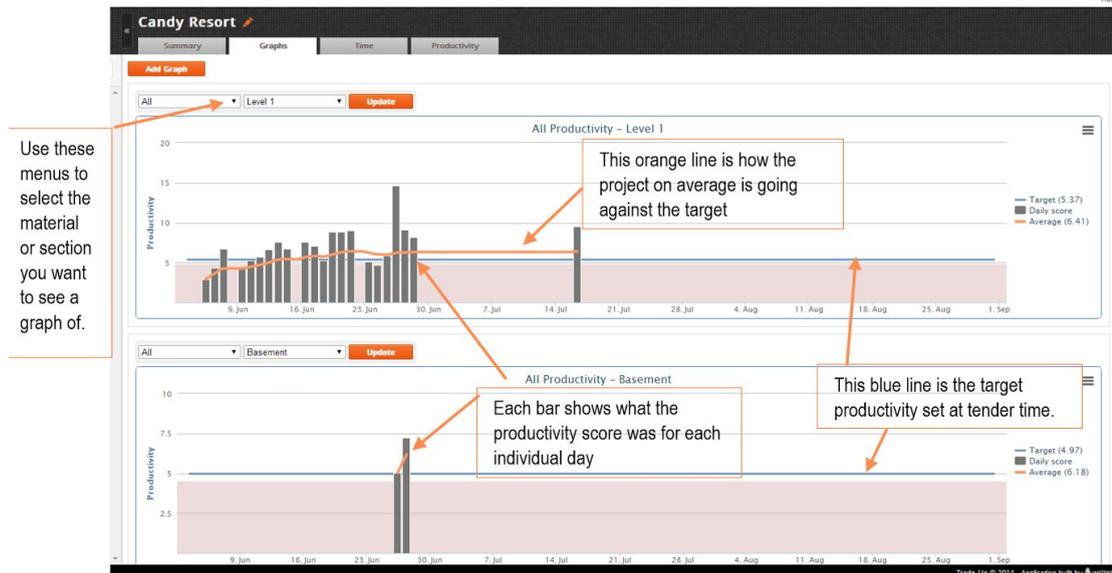
To see how individual materials or tasks are tracking with their individual productivity results - select a material and section.

Press Add graph and make as many individual graphs for the project as you like. They will be saved to view each time you come back to this tab.

Reporting Options

You can view your project and company productivity in different methods. This can be done at a user level and you can alternate the view throughout the project.
For both views to be available you must have them both selected in the company settings.

Project Productivity tracking (How the results are viewed)

Score View

The Project target represents the amount of the primary materials you want the team to install per man , per day (8hrs). This is calculated by dividing the total amount of installation or tasks completed by the amount of team members contributing.
When reporting the achieved score it works the same way.

Eg 100 m2 of plasterboard installed with assistance of 5 workers on site = 100m2 divided by 5 men. The score achieved would be 20m2 per man.

The graph when reporting in this method shows a blue line with the target and an orange line representing what was actually achieved.

The grey panels show the daily scores contributing to the project average.

Whether or not your team hits the target depends on the targets for the individual materials they worked on during that day. What they do achieve will be graphed relative to the project target.

Eg If the overall Project target is 10 , but they are working on a material that has an individual target of 100 - if they achieve 90 it will graph as 9.
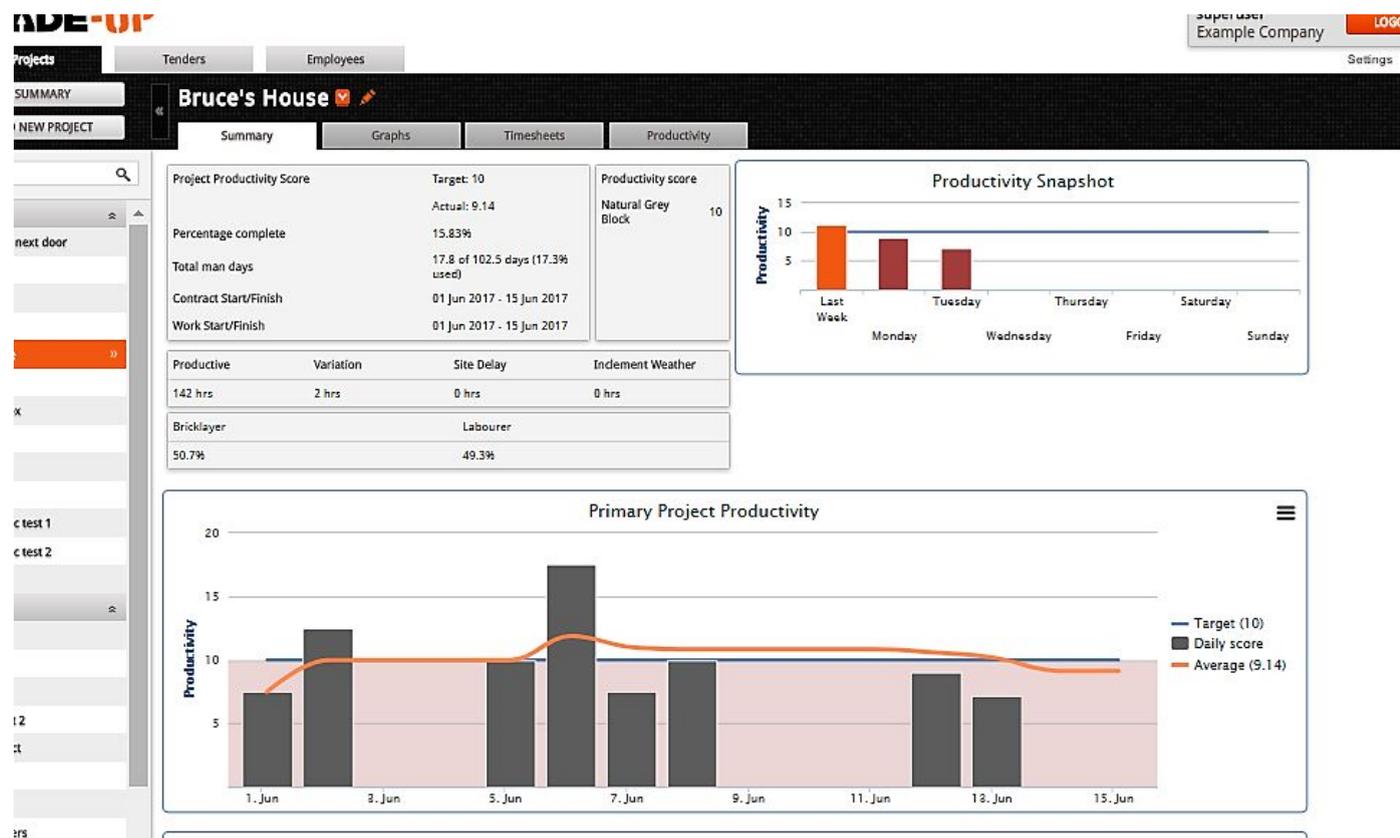
Percentage View

When viewing a project with the percentage method , the graph shows the variance between the target and the achieved score as a percentage. For example , if the target for the day was 10, and your team achieved a score of 12.5 , the percentage graph would show +25% , as you were 25% above your goal. If you achieved a score of 10, exactly the desired target , the percentage graph would show 0 , as there was no variance between your target and score.

As above with score - the actual daily results depend on which materials the team was working on and what the individual targets for those materials were.
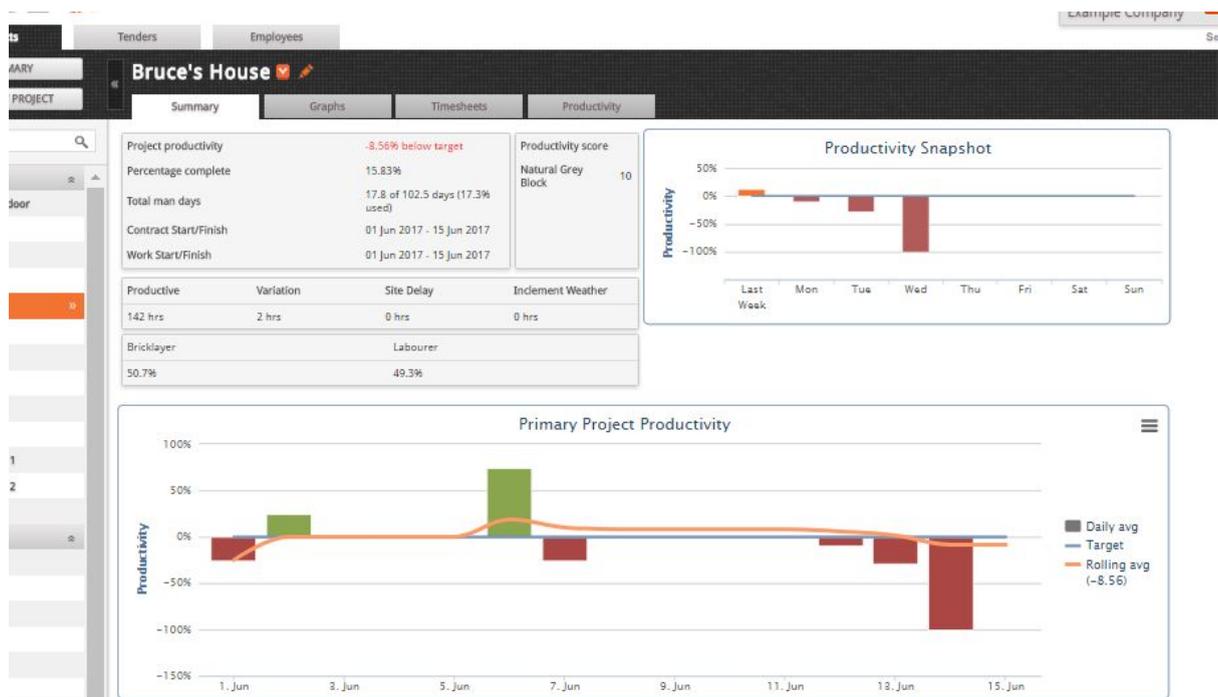
None

Used for timesheets only. No productivity or quantitative tracking of materials or tasks. No graphs shown.

Burndown Graphs

A burndown graph is shown for all projects with percentage and score view. This shows the progression of the project, based on the time allocated between Work Start date and Contract end Date. If the graph is green, it means tracking at this pace the project will be completed on time. If it shows red it indicates the project is behind schedule.

It has the following features –
· Contract dates are shown by the Blue Diagonal line
· Work Start and Finish dates are shown by the orange base line
· Back panels in Green and Red show if the project is tracking to be completed by the end Contract date. (This starts at the Work start date)
· There is a grey panel showing the time between Contract start time and Work start time – indicating any unexpected delays in starting on site.
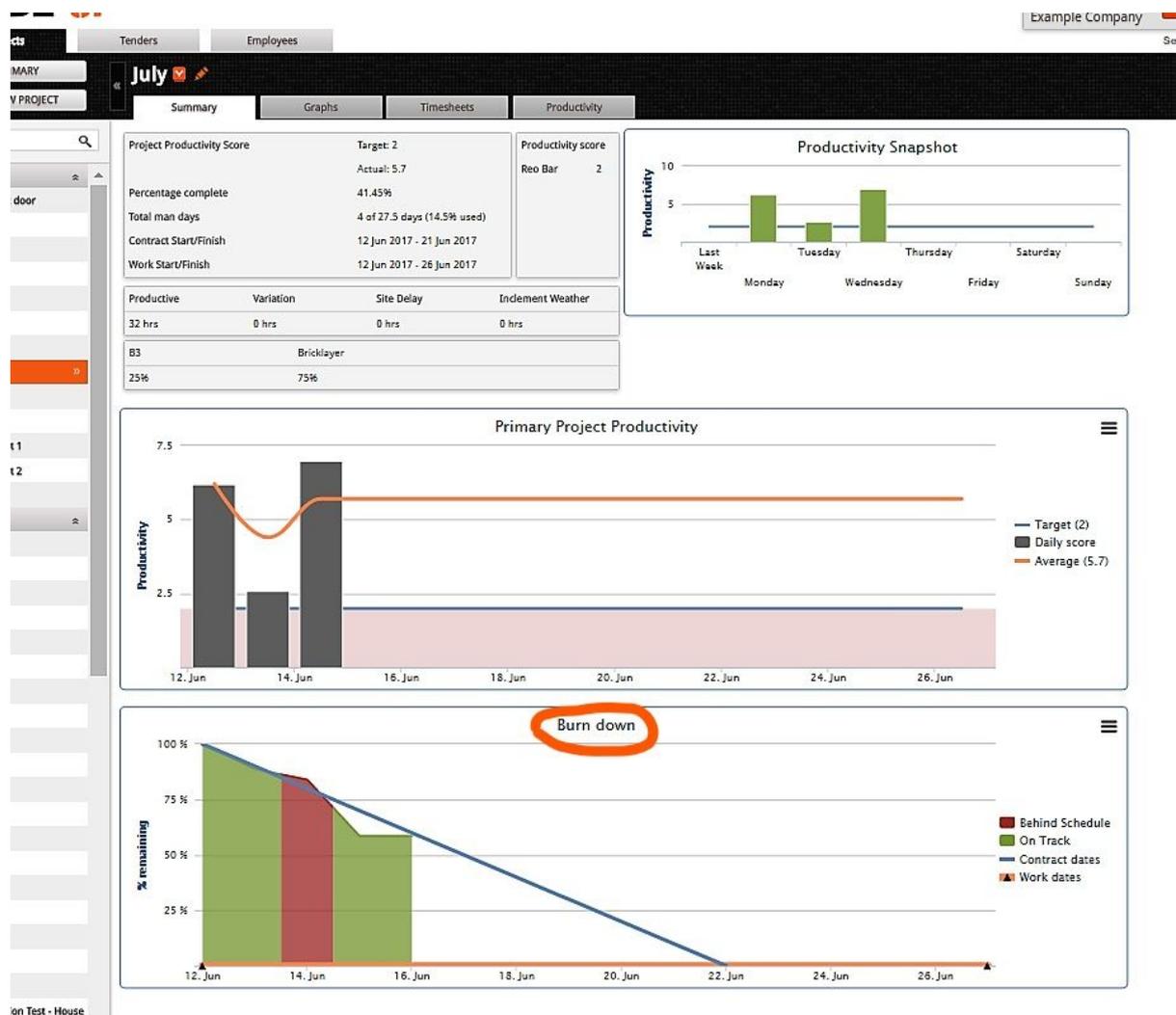
Productivity Snapshot

Shows a quick snapshot of productivity results over the past week.