

# Work Log Definition

## Work Log:

Work Log is a functionality designed to store and manage information about the time spent by users on activities in the Home Portal. Users can log time spend on activities related to taken actions. The time can be registered automatically by the system or manually by the user. Moreover, users with proper rights can edit, add or remove entries logged in the system. The functions of the Work Log does not end there. The functionality also allows for preparing accurate Business Reports. What is more, time spent on jobs and logged by your in-house vendors is automatically used to calculate payables for them. To use this function efficiently, make sure you have base system Calculation Unit configured.

### Please refer also to the related articles:

- User's Guides:
  - [Logging Your Work Time](#)
  - [Configuring Work Log for the Home Portal Users](#)
  - [Tracking Work Time in Project Cost Calculation](#)
- XTRF Modules Context-Sensitive Help:
  - [Work Log Activities - System Values: Advanced](#)
  - [Work Log - User Management](#)
  - [Add Work Log Activity - System Values: Advanced](#)
- Basic Definition:
  - [Work Log Timesheet Definition](#)
  - [Work Log Payable Definition](#)



Unknown macro: 'show-if'