



Cape York Land Council Streamlines Timesheet Management with Timesheet 365

Cape York Land Council (CYLC) represents the Traditional Owners of Cape York Peninsula, supporting native title, land management, and community outcomes across the region from its base in Far North Queensland, Australia.

To simplify how the organization manages employee working hours, Cape York Land Council implemented Timesheet 365, a Microsoft 365-integrated timesheet solution. Since going live, the team has streamlined timesheet submission and approval, gained better visibility - into time entries and project allocation, and reduced the manual effort involved in day-to-day timesheet management.



Customer: Cape York Land Council

Website: <https://www.cylc.org.au/>

Customer size: 11–50 Employees

Country: Cairns, Queensland, Australia

Industry: Non-profit Organizations

Services: Native Title, Land Management & Community Services

2× Faster

Approval workflows helped managers review and approve timesheets faster.

4+ Useful Features

Automated reminders, project tracking, approvals, and reporting improved daily operations.

3 Key Improvements

Better submissions, improved approvals, and enhanced visibility into time entries.

Challenges

Cape York Land Council was looking for a solution that would simplify its timesheet management process and provide an efficient way for employees to submit and approve timesheets. The organisation also wanted a solution that integrated well with its Microsoft 365 environment and was straightforward for the team to use.

Why Timesheet 365 Was Selected

Timesheet 365 provided the functionality Cape York Land Council was looking for, including approval workflows, reporting capabilities, and seamless integration with Microsoft 365. It stood out as a solution that met the organisation's business requirements while being easy to implement and use.

Key Features in Use

The approval workflow, automated reminder notifications, project-based time tracking, and reporting features have been particularly useful. These features have helped the team manage employee timesheets more efficiently and provided better visibility into employee hours and project time.

Solutions

Timesheet 365 gave Cape York Land Council a straightforward way to manage employee time tracking from submission through approval. Timesheet 365 team guided the organization through setup and configuration, answered questions along the way, and helped the team get started quickly — allowing employees to begin using the application with minimal disruption.

Since implementation, the timesheet submission and approval process has become more streamlined. The application has made it easier to manage employee timesheets, while built-in reporting capabilities provide better visibility into time entries and project allocation. Overall, Timesheet 365 has simplified Cape York Land Council's day-to-day timesheet management, and features such as project-based time tracking, automated reminders, and approval workflows continue to support more efficient, well-coordinated time management across the organization.

Client Says

“Our overall experience with Timesheet 365 has been positive. The application has been easy to use and has met our day-to-day timesheet management requirements. It has helped us manage our processes more efficiently and the support we've received has contributed to a smooth experience.”

– Catherine Washington, Business Support Officer

Key Benefits to Cape York Land Council

- **Streamlined Timesheet Management** : Submission and approval processes are more efficient, reducing administrative effort for employees and managers.
- **Improved Visibility & Reporting** : Reporting capabilities provide better insight into time entries and project allocation.
- **Seamless Microsoft 365 Integration** : The solution fits naturally into the organisation's existing Microsoft 365 environment.

