

Toggl Track

Time Tracking Software for Any Workflow

Est. 2006 | Tallinn | Time & Attendance | get.toggl.com/131ii33jxz5m

BEST FOR

- + Agencies, consultancies, software teams, law firms, accountants, and service businesses that need billable time, reports, invoices, and profitability data.
- + Teams that want employee time tracking without screenshots, camera tracking, or surveillance-heavy monitoring.
- + Managers who need project estimates, time budgets, workload reports, scheduled reports, and exports for billing or payroll preparation.
- + Organizations that want SOC 2 Type 1, ISO 27001, GDPR documentation, SSO on Premium, and a published DPA before procurement.
- + Teams using Jira, Salesforce, Asana, Slack, GitHub, Google Calendar, QuickBooks Online, Trello, Todoist, Zapier, or custom API workflows.

NOT IDEAL FOR

- ! Shift-based businesses that need rota scheduling, shift swaps, GPS attendance, open shifts, or on-site clocking as the main workflow.
- ! Companies that need native payroll tax filing, benefits administration, applicant tracking, or a full HRIS instead of time tracking and reporting.
- ! Buyers that require public Enterprise pricing, because Toggl lists Enterprise as custom pricing.
- ! Teams that expect refunds after changing or cancelling a plan mid-period, because Toggl's terms say fees are non-refundable unless explicitly agreed.
- ! Employers that want surveillance features such as screenshots or camera tracking, because Toggl presents its anti-surveillance policy as a product stance.

Key Features

Multi-Platform Time Tracking

Toggl Track lets users track time from the web app, desktop apps, mobile apps, and browser extensions. The vendor site also describes calendar view, online timer workflows, browser plugins, desktop apps, mobile apps, and automated time tracking.

Automated Time Tracking

Toggl Track supports background tracking for apps and websites, with private activity data that users can turn into time entries. It also documents keyword-based automated tracking, idle time detection, Pomodoro timers, and personal time tracking reminders.

Reports And Exports

Toggl Track includes Summary, Detailed, and Workload reports, with team-level reports, billing reports, custom reports, PDF exports, and XLS/CSV exports. Premium adds fully customizable reports, scheduled reports, profitability analysis, fixed fee projects, and data accuracy features.

Billing And Profitability

Toggl Track supports invoices, billable rates, time rounding, historical billable rates, labor costs, revenue reporting, profit, and profitability metrics. Billable rates can be set at workspace, project, user, project member, or task level.

Project Time Management

Toggl Track supports unlimited projects and clients, tasks as sub-projects, project templates, project time estimates, estimate alerts, recurring projects, fixed fee projects, and project forecasts. These features help teams compare planned time, tracked time, budgets, and project completion risk.

Integrations And API

Toggl Track documents 100+ integrations through native integrations, browser extensions, automation apps, third-party integrations, and the Toggl Track API. Named integrations include Asana, GitHub, GitLab, Google Calendar, Jira, Notion, Outlook, QuickBooks Online, Salesforce, Slack, Todoist, Toggl Plan, Trello, and Zapier.

Pricing & Plan Guidance

PLAN	PRICE (ANNUAL)	KEY INCLUDES
Free	\$0, free for a limited number of users	Time tracking for individuals or small teams Key productivity insights Free forever plan Limited number of users
Starter	\$9/user/month	Everything in Free Billable rates Project time estimates and alerts Revenue and productivity analysis Team collaboration features Project tasks 30-day trial with no credit card required
Premium	\$18/user/month	Everything in Starter Profitability analysis Fixed fee projects Scheduled reports Timesheet approvals Data accuracy features Fully customizable reports Jira and Salesforce integrations Single sign-on 30-day trial
Enterprise	Custom	Everything in Premium Personalized onboarding Dedicated customer success manager Custom setup, workflows, and integrations Multiple workspaces under one organization Volume discounts for large teams on annual plans Priority support

PLAN GUIDANCE

Solo users and very small teams should start with Free because Toggl says it is free forever for a limited number of users. Teams that need billing, project estimates, revenue reporting, and basic team collaboration should look at Starter at \$9 per user per month. Premium at \$18 per user per month is the better fit for agencies, services firms, and internal teams that need profitability analysis, fixed fee projects, scheduled reports, timesheet approvals, customizable reports, Jira and Salesforce integrations, and SSO. Enterprise should be treated as quote-based because Toggl lists it as custom pricing with a 30-minute demo, personalized onboarding, dedicated customer success, custom workflows, and volume discounts.

Compliance Transparency Index™

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Score: 95 / 100

Security 40/40 | Pricing 25/25 | Data Rights 15/20 | Legitimacy 15/15

Methodology: staffgrid.net/about

COMPLIANCE SNAPSHOT

✓ SOC 2 Yes	✓ GDPR Yes	✓ SSO Yes	✓ Data Retention Yes
✓ Public Pricing Yes	✓ Free Trial Yes	✓ Data Export Yes	✓ Data Deletion Yes

KEY FACTS

Starting Price	\$0, free for a limited number of users	Output Ownership	User
AI Training Opt-Out	N/A	Legal Entity	Toggl OÜ / Toggl Inc.

HOW IT WORKS

You start by creating a Toggl Track workspace and tracking time from the web app, desktop apps, mobile apps, browser extensions, calendar view, or online timer. Team members can also use automated tracking, idle detection, Pomodoro timers, reminders, and keyword-based tracking to reduce manual entry. Once time entries are captured, you organize them by project, client, task, user, billable status, and rates. Managers can use reports, billable rates, labor costs, time estimates, scheduled reports, timesheet approvals, and exports to prepare invoices, review team workload, and understand profitability. For larger teams, you can connect Toggl Track to tools such as Jira, Salesforce, Asana, Slack, GitHub, Google Calendar, QuickBooks Online, Trello, Todoist, Zapier, and the Toggl Track API. Toggl customer evidence on the vendor site includes 100% adoption in a team of 500+ and a case-study quote about 80 hours saved monthly with Toggl Track's interface.

ALTERNATIVE CONSIDERATIONS

- 01 Clockify: Covers the budget-sensitive time-tracking gap for teams that want broad time tracking with a stronger free-plan angle. Tradeoff: buyers should compare reporting depth, profitability workflows, and anti-surveillance positioning against Toggl Track.
- 02 Harvest: Covers the client billing and invoicing gap for service teams that want time tracking closely tied to invoicing and payments. Tradeoff: Toggl Track may be stronger for adoption, automation, and team-level productivity reporting.
- 03 Hubstaff: Covers the workforce monitoring gap for employers that want screenshots, activity tracking, GPS, or more supervision-heavy remote-work controls. Tradeoff: Toggl Track is a better fit for teams that explicitly do not want surveillance-style time tracking.

- 04 Timely: Covers the automatic memory-based time-tracking gap for users who want more passive capture of work activity before assigning time to projects. Tradeoff: teams should verify whether Timely's automation model fits their privacy expectations and reporting needs.
- 05 Deputy: Covers the shift scheduling and attendance gap for hourly teams that need rotas, shift swaps, mobile clock-in, and workforce scheduling rather than project-based time tracking. Tradeoff: Deputy is less focused on client billing, project profitability, and service-team reporting.

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Full review: staffgrid.net/review/toggl-track