

Time & Attendance

Improve Productivity,
Accuracy & Reliability.



Time & Attendance solutions make payroll easier by eliminating the need to gather time sheets, compute the total hours and re-key data into your payroll system. Time & Attendance system makes it virtually impossible to submit inaccurate time data. Employees can use time cards which allow them to clock in and out through an electronic time

clock, or they can simply log in to a secure web clock or mobile website, with a user name and password to clock in and out. Time & Attendance also allows you to view reports to help you keep an eye on your efficiency. Our solution provides you complete control over your staff's time management and helps you increase savings and staff performance.

Flexible, Reliable & Easy-To-Use

✓ MANAGEMENT REPORTS

- Time Worked
- Approaching Overtime
- Exception/Missed Punch
- Attendance Summary
- Job Tracking
- Time & Job
- Tardy & Absent
- Historical Timekeeping

✓ FLEXIBILITY

- Traditional Time Clock
- Online Time Clock
- Managers Can View, Edit & Report Employees' Time
- Employee Self Service
- Track Breaks & Lunches
- Report Tips
- Clock by Job
- Enter Piece Work
- Automatically E-mail Reports

✓ INCREASE PRODUCTIVITY & PROFITABILITY

- **Time Savings.** Substantially reduces the time spent preparing time sheets, audits and reports.
- **Increase Accuracy.** Minimizes or eliminates costly human error in the time sheet preparation.
- **High Productivity.** No longer have the hours of productivity lost per year by an employee who arrives late, extends a break or lunch or leaves early.
- **Increase Profitability.** Time theft is all too common and can result in lost profits, not to mention overtime, taxes and benefits.

✓ EMPLOYEE SCHEDULING

- Instantly Manage & Access Reports on Employee Schedules
- Access Data Accurately & From Anywhere
- Drastically Reduce Manual Adjustments
- Easily Create Changes & Automatically Update Payroll Data



Your future is our #1 priority

