

Timepiece® Time & Attendance Management



Timepiece® is an innovative time and attendance solution that increases productivity, tracks employee time and attendance more precisely, and allows organizations to effectively and successfully manage their staff. Intuitively designed to handle simple to complex salary and attendance calculations, Timepiece significantly reduces the time required to process time and attendance.

Timepiece automates the management and collection of time and attendance, thereby eliminating manual entries and effectively increasing the accuracy of your payroll. It's a real-time, scalable solution that can operate in a stand-alone environment or as an integrated application within nVision.

From punch-in to paycheck, discover how Timepiece will revolutionize your daily time and attendance processes while optimizing your business office functions.

Control Labor Costs & Save Money

- Reduce administrative and personnel costs
- Collect accurate and reliable employee time & attendance
- Prevents payments for unauthorized jobs
- Realize greater personnel accountability
- Eliminate "buddy punching"
- Increase control with real-time reporting capabilities
- Reduce payroll errors while increasing productivity
- Monitor your most valuable resource... Human Capital

The screenshot shows the 'Employee Dashboard' interface. It features a main table for 'Employee Status' with columns for Employee, Emp ID, Status, Work Group, Scheduled Start, Scheduled End, Actual Start, Actual End, Lunch Duration, Break Duration, and Worked Duration. Below this are sections for 'Employees On-Premise', 'Employees Off-Premise', and 'Employee Exceptions', each with search filters and data tables.

Employee Dashboard

- Status of employees can be tracked at any time during the day
- Real-time scenario – Employees on and off premise, employee exceptions, scheduled vs. actual time worked
- Provides administrators an indispensable tool for monitoring employees' time

Scheduling

Timepiece allows you to easily manage numerous employees and multiple schedules with simple and flexible scheduling tools. Customize group, individual and recurring schedules based on the needs of your organization.

- Create recurring schedules for time and attendance monitoring, tracking pay, distribution, pay consequences, and other management requirements
- View all groups and scheduling details with the Schedule Dashboard
- Unlimited number of shift scheduling and rules from department to individual employees
- Customizable scheduling of paid and/or unpaid time off by department and/or employee level
- Flexibility of scheduling employees for unlimited number of jobs
- Attendance Events Scheduler verifies employee balances and provides warnings

Policies & Rules

Organizations have various policy differences among departments, down to the individual employees. Timepiece gives you the flexibility to define your own rules at all levels.

- Unlimited pay policies
- Establish grace periods to track employee tardiness
- Comprehensive calculation configurations for rounding rules, revision of time to schedule, overtime calculations, differentials and break rules, and other policy requirements
- Unlimited number of supervisory approval paths for verifying time worked and payroll approval
- Special holiday and event management

Punch Summary - Monitor, Geraldine T (03/05/2011 - 03/18/2011)

Date	Shift Name	Scheduled Hrs	Actual Hrs	Rounded Hrs	Adjusted Hrs	Events	Total Hrs
Mon 03/07/2011	Monitors 7:30AM-2:30PM	6.50	7.00	6.50	6.50		6.50
Tue 03/08/2011	Monitors 7:30AM-2:30PM	6.50	7.00	6.50	6.50		6.50
Wed 03/09/2011	Monitors 7:30AM-2:30PM	6.50	7.00	6.50	6.50		6.50
Thu 03/10/2011	Vacation	0.00				6.50	6.50
Fri 03/11/2011	Monitors 7:30AM-2:30PM	6.50	7.00	6.50	6.50		6.50
Mon 03/14/2011	Monitors 7:30AM-2:30PM	6.50	7.00	6.50	6.50		6.50
Tue 03/15/2011	Monitors 7:30AM-2:30PM	6.50	7.00	6.50	6.50		6.50
Wed 03/16/2011	Monitors 7:30AM-2:30PM	6.50	6.50	6.00	6.50		6.50
Thu 03/17/2011	Monitors 7:30AM-2:30PM	6.50	7.00	6.50	6.50		6.50
Totals		58.50	62.50	58.00	58.50	6.50	65.00

Punch Summary

Demo CSD Page 1 of 1
Payroll Distribution By Pay Code For Pay Period 03/05/2011 - 03/18/2011

Pay Code	ID	Exception Name	Work Shift Grade	Amount	Date	Hr Rate	Factor	Rate Amount	Hours	Amount
Off Pay	4	Hourly, Day	Monitors-EL	A:2020.160-66-0000	03/05/11	13.530	1.0000	1.81	1.00	13.53
Off Pay	4	Hourly, Day	Monitors-EL	A:2020.160-66-0000	03/10/11	13.530	1.0000	1.81	1.00	13.53
Employee Total								3.62	2.00	46.39
Sub-Group Total									2.00	46.39
Pay Code Total									2.00	46.39

Pay Distribution Report

Reporting

- Employee Timesheets – selection by date range, includes employee punches by job, calculated hours and pay detail
- Punch Reports provide punch information including scheduled, rounded, adjusted and event hours; print summary or detail reports by selected job, employee and date range
- Pay Analysis Information – total hours and dollars broken down by regular, overtime, holiday, etc., account codes, and employee work calendars
- Accurate, real-time labor management reports for enhanced decision-making

Clocking

- Real-time updates from clocks
- Ability to limit employees to specific clock devices
- Data Collection – Clock device with biometric reader, proximity card option, and various alternative punch methods
- Touch screen designed for ease of use



For more information, Call 631-941-1313 or visit www.financemgr.com

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