

Time Management

Biometric Enabled

Employee Muster

Track Leave &amp; Absence

Accurate and Cost Effective Solution for Time &amp; Attendance

# TimeMate

## Time & Attendance Solution

TimeMate tracks employees Attendance & Time and provides a daily understanding of time records as reports or for processing by PayCare payroll software. As a result, TimeMate cuts down on administrative time, safeguards from time mismanagement errors, and savings in terms of money and man-hours that could have been lost due to mishandled time cards and employees punching in for each other.

### The TimeMate Advantage

- Cut down on administrative time
- Flexi Time: Office-type environment
- Fixed Time: Environments with shift work and night work
- Contract Time: Casual and contract workers
- Access via intranet or Internet using web browser
- Embedded localization capability
- Graphical representation of events, schedules and time calculations
- Interfaced with PayCare or existing Payroll software
- Employee Location Tracking



## Features

- Prepare employee muster.
- Define Policies to automate time rounding & more.
- Monitor employee attendance for reconciliation.
- Quickly retrieve historical data.
- Track vacation, absence & leave time.
- View & Print any of numerous reports.
- Schedule employees to specific shifts.
- Interface with existing project budgeting solutions.
- Provide and manage flexible shifts.
- Access Rights & Audit Logs.



All payroll software accepts standard time attendance data produced. This data is provided in universally accepted integration formats.

## Time Options

### Contract Time

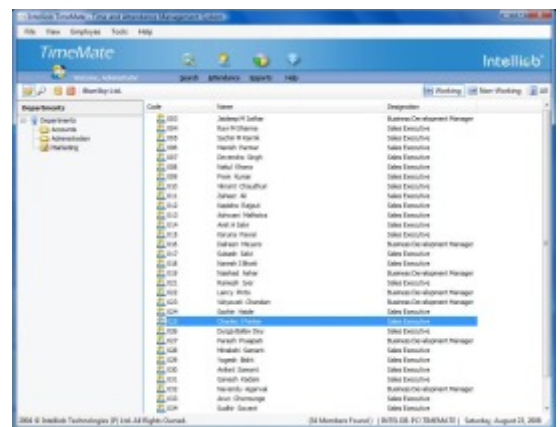
A simplified module for the tracking of casual and contract workers presence without assigning them to any specific pre-set schedule.

### Fixed Time

This Module is suitable for use in manufacturing, health care or similar industry, where the environment is like fixed time within scheduled shifts and night work. Working time schedules with shift definitions, workdays, holidays. User defined Time & Attendance, events and categories like Arrival, Departure, Sick Leave, and Annual Leave.

### Flexi Time

Suitable for time and attendance control in organizations like banks, insurance companies and any similar "office-type environment", Where the total no of hours worked is what needed.



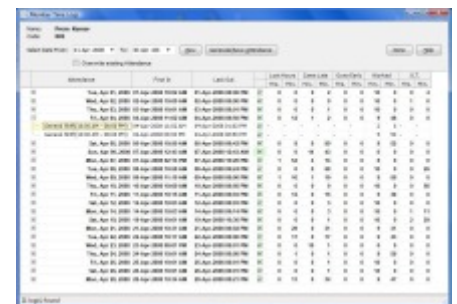
## Compatibility

No special or unusual requirements are needed in deploying TimeMate. Any Standard PC with Windows OS, LAN or WAN IP based network would be sufficient. Backend database used is, Microsoft SQL. For smaller setups, license-free Express edition can be used.



## Localization

Facility for easy localization has been provided in the system for use in local languages. TimeMate can be made available in local languages for catering to organizations that are spread across different geographical areas.



Visit [www.timemate.in](http://www.timemate.in) to learn more  
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