



EnterpriseIQ Time & Attendance System

Making Labor Tracking Easier and More Accurate

Improving Labor Tracking

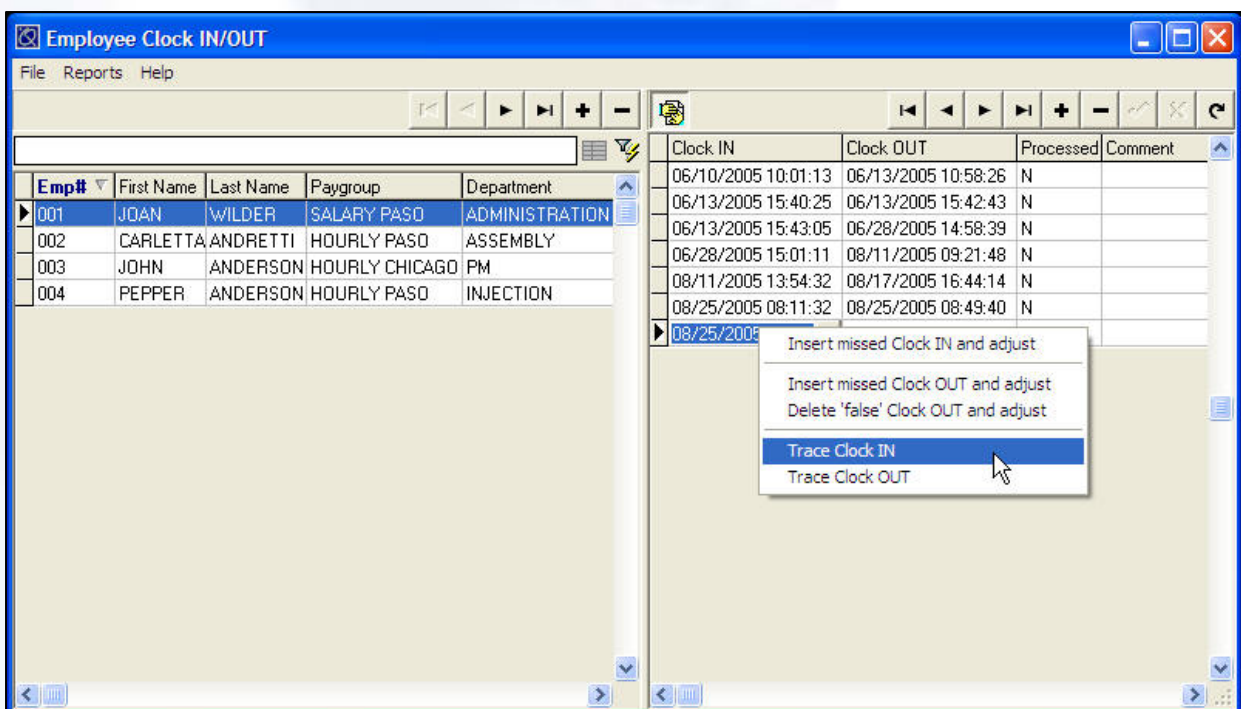
As the need to cut costs increases, the necessity of having more efficient management of labor resources and more accurate labor reporting has increased. EnterpriseIQ Time & Attendance is a powerful time clock system that collects labor data for both Payroll and Job Costing. It provides analysis and reporting tools and is directly linked to the EnterpriseIQ Payroll, Financial, Project Manager, Preventative Maintenance and Production modules to provide a complete time, attendance and labor tracking system.

With unlimited PC-based time clocks and links to the EnterpriseIQ ShopData module, Time & Attendance streamlines labor tracking and reporting, automates employee shift scheduling and improves job costing. All these attributes contribute to an efficient and profitable organization.

BENEFITS

- Improves job cost analysis by tracking Production, Project and Preventative Maintenance activity
- Helps to identify labor-intensive processes as well as those that are more efficient
- Improves labor management through comprehensive reporting and analysis
- Increases work productivity visibility
- Enhances payroll accuracy, whether using EnterpriseIQ Payroll or exporting to a third-party system
- Simplify shift and employee management

Review and edit time clock punch information prior to posting to payroll or exporting to a third-party system.



Emp#	First Name	Last Name	Paygroup	Department
001	JOAN	WILDER	SALARY PASO	ADMINISTRATION
002	CARLETTA	ANDRETTI	HOURLY PASO	ASSEMBLY
003	JOHN	ANDERSON	HOURLY CHICAGO	PM
004	PEPPER	ANDERSON	HOURLY PASO	INJECTION

Clock IN	Clock OUT	Processed	Comment
06/10/2005 10:01:13	06/13/2005 10:58:26	N	
06/13/2005 15:40:25	06/13/2005 15:42:43	N	
06/13/2005 15:43:05	06/28/2005 14:58:39	N	
06/28/2005 15:01:11	08/11/2005 09:21:48	N	
08/11/2005 13:54:32	08/17/2005 16:44:14	N	
08/25/2005 08:11:32	08/25/2005 08:49:40	N	
08/25/2005			

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Key Features

Payroll/Job Costing Time Clocks – Supports two time clock systems: one for Payroll and one for Job Cost Tracking. Each system allows review and adjustment of time clock data (with audit trail capability) prior to posting time clock information.

Time Clock Log In/Out – Unlimited PC-based time clocks with easy and simple screens makes logging in and out fast and accurate. Supports any serial devices for login purposes (keyboard, “swipe” readers, biometric scanners).

Job Cost Tracking – Users can log into Production, Project and Preventative Maintenance work orders. Time & Attendance logs all activity and displays the data for easy editing and approval. It also supports an employee logging into one or multiple jobs simultaneously.

Links to EnterpriseIQ Payroll or Exports to Third-Party Payroll System – Information gathered via the time clock system can be reviewed, verified and sent directly to the EnterpriseIQ Payroll module or optionally exported to third-party payroll service providers.

Extensive Pay Rules – Create a custom set of pay rules including pay types, tax exemptions, pay formulas, time-rounding options, overtime rules and more.

Visual Scheduling Capabilities and Flexible Shift Definition – Create standard and unique shifts including start, end and break times. Employees can be assigned to any shift. Shifts can be set over standard work weeks, weekends and other special times.

Incentive Pay Support – The Incentive Pay module can be used to evaluate attendance against scheduled shifts and provide a detailed analysis of employee attendance exceptions (i.e., logging in late or too early) for better attendance monitoring.

Record time to one or more work orders or tasks and directly feed data into job costing system.



Task	Clock IN	Clock OUT	Work Center #	Description	Project Name	Project#
PM	08/26/2005 14:23:28			CHECK CENTRAL LUBRICATION		
TL	08/26/2005 14:24:50			POLISH	FITTING	16
▶ WO	08/26/2005 14:25:31		B-02	B-32-4-T500-BR		