

product specification

The ideal windows based time & attendance solution for up to 50 employees:

Auto:time Express brings efficient time recording to smaller organisations, with the emphasis on ease of use, quality and value for money. The integration and automation of many popular features saves valuable time and allows you to focus on the efficiency and availability of employees, helping you to make the best use of your most valuable asset.

With an employee capacity of 50 'live' employees, Auto:time Express provides a comprehensive solution at a competitive price. With exceptional flexibility, the time and attendance module allows you to create multiple daily and weekly schedules, with user-friendly wizards making light work of setting up your own working patterns.

Software features:

- Suitable for organisations with up to 50 'live' employees
- Unlimited storage of employees classed as 'leavers' for historic data recording
- Easy to use toolbar for access to commonly used options
- Daily tasks screen to highlight important information
- Simple personnel management screen
- Absence booking with user definable absence reasons
- Block booking of statutory absences
- Reports module includes;
 - Employee details reports
 - Hours worked reports
 - Lateness reports
 - Absence reports
- Roll call facility
- Multiple pay rates
- User definable company, department & group categories
- Daily & weekly working pattern setup wizards
- Mini-breaks facility to record multiple short paid breaks (SMOKEFREE)
- Simple password protection
- Works with Windows Vista™

Hardware features:

- Communication types include RS232 & TCP/IP (ethernet)
- Reader types include magnetic stripe or proximity card (ISO track 2 standard)
- Large 2 line, 16 character backlit display
- Integrated relay for bell ringing (break times etc.)
- RoHS & WEEE compliant

auto:time express software package



AT-5100M magnetic terminal



AT-5100P proximity terminal



AUTO:TIME SOFTWARE

'express edition'

ADVANCED TIME AND ATTENDANCE SYSTEMS

example screenshots

personnel screen

Personnel Information

Employee ID: P.0001, Name: P.0001, Dept: P.0001

Personal Details

Name: P.0001, Address: P.0001, City: P.0001, State: P.0001, Zip: P.0001

Phone: P.0001, Email: P.0001

Photo: [Employee Photo]

year planner screen

Year Planner

Employee: P.0001, Dept: P.0001

Calendar: 2008

Days: Mon, Tue, Wed, Thu, Fri, Sat, Sun

Events: [Calendar Grid]

holiday entitlements screen

Holiday Entitlements

Entitlement Category	Current entitlement (based on previous year)	Minimum amount of days for this entitlement	Maximum amount of days and minutes for this entitlement	Amount of days from previous year taken	Amount of days from this year taken	Amount of days from bank holiday	Amount of days from overtime	Amount of days from other
01 Holiday	28.00	28	112.00	11	47.00	9	42.00	3
02 Sick leave	4.00	4	16.00	3	20.00	0	0.00	2
03 Parental	4.00	4	16.00	5	39.00	3	12.00	9
04 Training	0.00	0	0.00	0	0.00	0	0.00	0
05 Other	0.00	0	0.00	0	0.00	0	0.00	0
Total	36.00			19	106.00	12	54.00	15

example reports

hours worked report

Period hours worked ver.1 (hh:mm)

Week 10 Aug 2008

Employee	Start date	End date	Department	Weekly schedule	Total
P.0001	08/08/08	14/08/08	TEC	090 - 1730	10:00
P.0002	08/08/08	14/08/08	TEC	090 - 1730	10:00
P.0003	08/08/08	14/08/08	TEC	090 - 1730	10:00
P.0004	08/08/08	14/08/08	TEC	090 - 1730	10:00
P.0005	08/08/08	14/08/08	TEC	090 - 1730	10:00
P.0006	08/08/08	14/08/08	TEC	090 - 1730	10:00
P.0007	08/08/08	14/08/08	TEC	090 - 1730	10:00
P.0008	08/08/08	14/08/08	TEC	090 - 1730	10:00
P.0009	08/08/08	14/08/08	TEC	090 - 1730	10:00
P.0010	08/08/08	14/08/08	TEC	090 - 1730	10:00
Total					100:00

lateness report

Zero time infringements

Wednesday 13 August 2008

Employee	Payroll	Name	Department	Group	Number of Zero Time Infringements
P.0001	P.0001	P.0001	TEC	MAN	0
P.0002	P.0002	P.0002	TEC	MAN	0
P.0003	P.0003	P.0003	TEC	MAN	0
P.0004	P.0004	P.0004	TEC	MAN	0
P.0005	P.0005	P.0005	TEC	MAN	0

missed clockings report

Daily corrections

Wednesday 10 August 2008

Employee	From	To	Payroll	Day	Time	Terminal	Correction notes (if any)
P.0001	08/08/08	09/08/08	P.0001	Tue	08:00:00 - 08:15:00	0001	Correction notes (if any)
P.0001	08/08/08	09/08/08	P.0001	Tue	08:00:00 - 08:15:00	0001	Correction notes (if any)
P.0001	08/08/08	09/08/08	P.0001	Tue	08:00:00 - 08:15:00	0001	Correction notes (if any)

absence report

Employee absences ver.1

Wednesday 10 August 2008

Employee	Name	Date	Colour	Absence Code	Business Type	Time Taken
P.0001	P.0001	08/08/08	Red	WOL	Holiday	7:30
P.0001	P.0001	09/08/08	Red	WOL	Holiday	7:30
P.0001	P.0001	10/08/08	Red	WOL	Holiday	7:30
P.0001	P.0001	11/08/08	Red	WOL	Holiday	7:30
P.0001	P.0001	12/08/08	Red	WOL	Holiday	7:30
P.0001	P.0001	13/08/08	Red	WOL	Holiday	7:30
P.0001	P.0001	14/08/08	Red	WOL	Holiday	7:30
Total						52:50



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