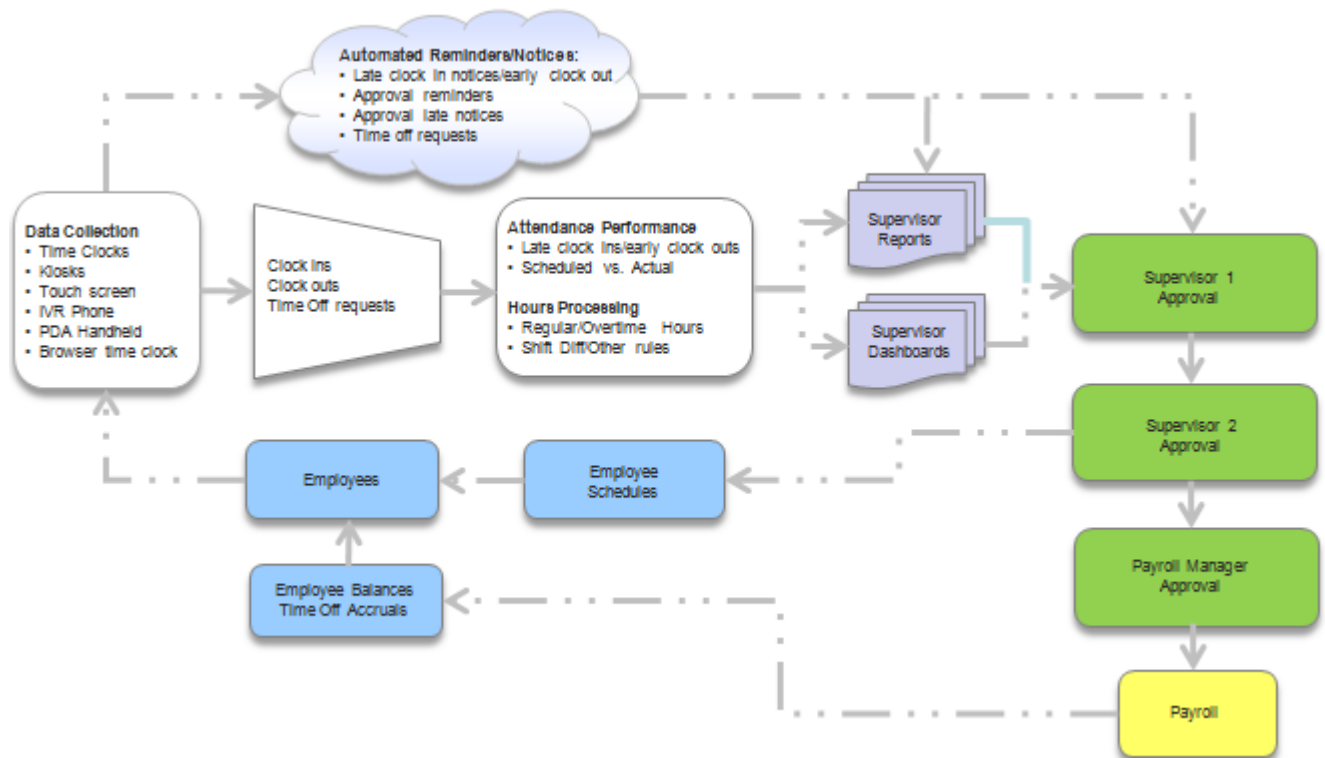


# TIME & ATTENDANCE

## HOW IT WORKS

Pacific Timesheet Time & Attendance Solutions involve several sets of features: 1) time clock and other time and attendance data capture options 2) approval features 3) attendance and absence points tracking rules 4) time off and absence points rules 4) reporting and analytics and 5) data synchronization and integration tools.



1. Employees clock in and clock out at time clocks, IVR phone devices, smartphones, or browser time clocks at a desktop or kiosk computer.
2. Supervisor can clock in and clock out crews using smartphones or desktops, laptops or kiosks.
3. Absence points for lateness, early-clock-outs, and less-than-scheduled-work-hours are automatically recorded using absence points rules settings.

4. Missed punches and no time records are identified using through supervisor notifications and no time dashboards.
5. Unscheduled absences identified and recorded so absence points accrue according to rules.
6. Pay rules automatically calculate regular and overtime, shift differentials or other premiums.
7. Hours dashboards and reports allow supervisors and payroll to monitor and approve overtime, daily or weekly time.
8. Time off requests are approved and scheduled and automated schedule rules push scheduled time off onto future timesheets.
9. Holiday schedules automatically schedule and push valid holidays onto employee timesheets.
10. Human resources and payroll uses absence points monitoring tools to issue first and second warnings and take termination actions due to an employee's poor attendance and absence performance.

## WHAT MAKES PACIFIC TIMESHEET BETTER?

### **Superior Software**

Absence points tracking, flexible attendance rules, unscheduled absence rules, powerful dashboards for line supervisors and HR managers.

### **Real Time Data Collection**

Web-based devices are now the gold standard in attendance time data collection.

### **Any Method of Data Collection**

Pacific Timesheet provides all methods of time and attendance data collection: biometric fingerprint, face readers, RFID, bar code/magnetic readers, and more.

**PACIFIC**  
TIMESHEET.

## MAJOR SOLUTIONS

[Absence Management](#)

[Overtime Rules and FLSA Compliance Tools](#)

[Time Off Management](#)

[Payroll Integration](#)

[Data Exchange and Security](#)

[Data Collection Options](#)

To learn more about Pacific Timesheet Time & Attendance solutions contact us at:

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