

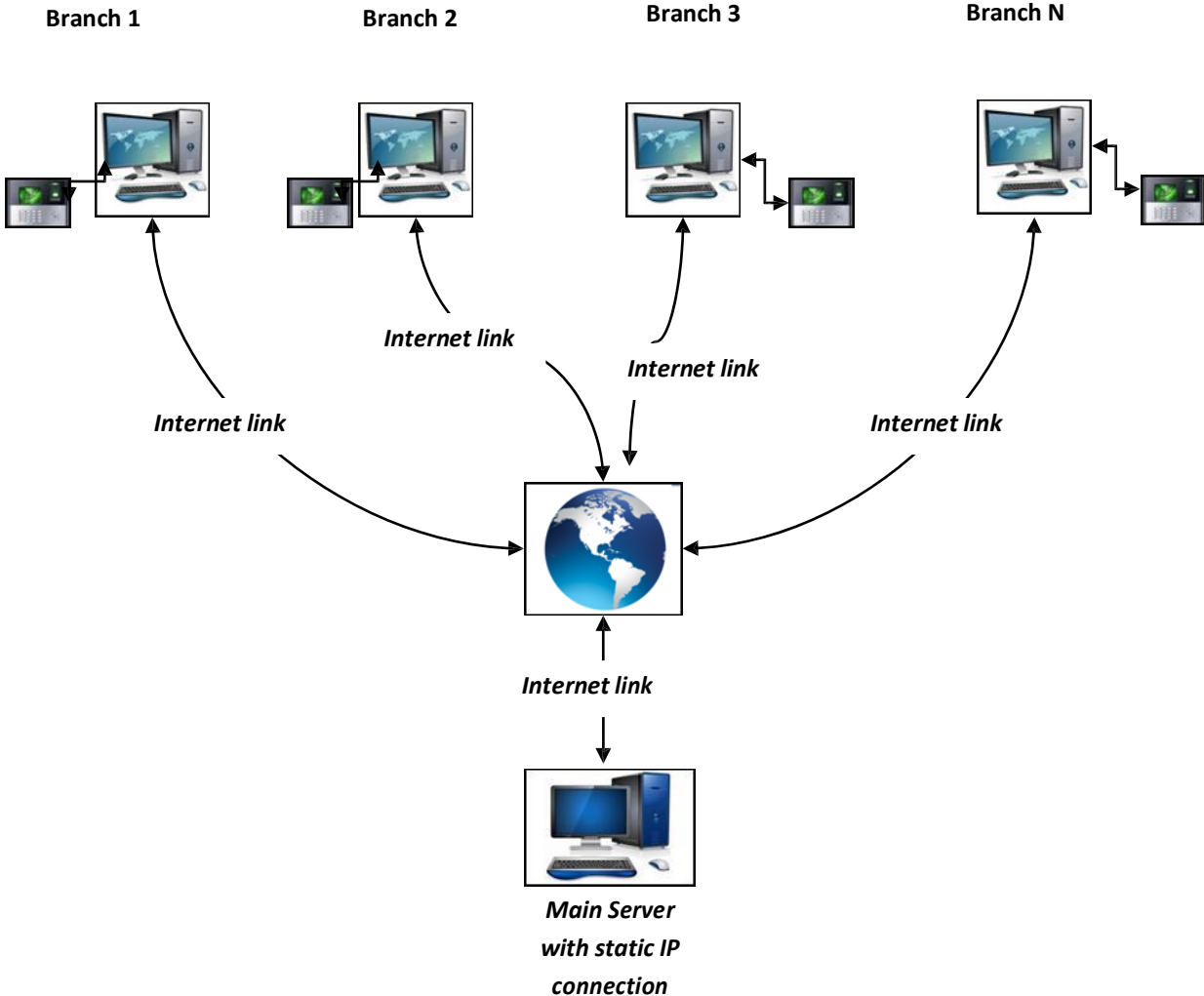
# Attendance Management Software V 5.0

## Multi Location Web Based Attendance Management Software

**Make Your Office Live and Online!**

- View branch office staff attendance data in head office without dedicated IP network.
- Branch attendance sent to head office with minimal bandwidth internet connection.
- Consolidated branch wise reports, statistics available in head office for attendance and payroll processing.

### Architecture



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- ❖ *Fingerprint of RFID devices installed in branch offices for attendance recording*
- ❖ *Head Office software & Branch Office software installed in Head & Branch office respectively*
- ❖ *Branch office programmed to upload attendance data to main server*
- ❖ *Head office downloads attendance data and generates report*

## **Time and Attendance Management**

- ❖ *Screen based user rights can possible. Authorized by login username and password.*
- ❖ *Automatic log download, automatic calculation and automatic database backup are scheduled in AMS scheduler.*
- ❖ *Holiday entries configure (National/Festival).*
- ❖ *Reports are export into Excel, PDF, Word and Text.*

## **Shift Management**

- ❖ *Auto scheduling and multi shift configuration.*
- ❖ *Temporary schedule assign for employees.*

## **Device Management**

- ❖ *Multiple device support.*
- ❖ *Synchronize date and time with pc, device status i.e. total logs count, no. of finger template using terminal settings.*
- ❖ *User/Log downloads.*
- ❖ *Upload User name and template to device.*
- ❖ *Alert for Network failure, Device connection problem and Transaction Log limit exceeds.*

## **Leave Management**

- ❖ *Advance Leave application and leave cancellation.*
- ❖ *Manages leave request, leave approval and leave cancellation based on the settings like credit period.*

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- ❖ Carry forward limit, carry forward elapse limit, applicable gender, prefix-suffix (Take as leave/Absent), and restriction of taking fraction of leave.
- ❖ Combined leave restriction.

## Payroll Management

- ❖ Reduce the risk of costly payroll errors and inflated labor costs.
- ❖ Eliminate manual timesheets and other error-prone processes.
- ❖ Deliver pay accurately and on time with consistent pay practices.

## Recommended IT infrastructure

### Head Office Server

2 GB RAM, Static IP internet connection  
OS: Windows XP/7/8/8.1/2003 Server & above

### Branch Office

1 GB RAM, internet connection  
OS: Windows XP/7/8/8.1/2003 Server & above

## Reports

- ❖ Option for Daily Attendance performance reports in web so that the Time & attendance can be viewed from anywhere at any time immediately after punching.

### Attendance Reports

Present, Absent, Department wise, Monthly report, Date wise, Shiftwise reports

### Productivity Reports

Work hours, Short fall, over time

### Discipline Reports

Late coming, early going, Leave Report

### Statutory Report

Musters, Payroll report

The screenshot shows a web browser window displaying the 'Today Summary Report' for 'ABC Limited'. The page includes a navigation menu with options like 'Today Summary', 'Organization Details', 'Shift Management', 'Leave Management', 'Device', 'PayRoll', 'Utilities', 'Reports', and 'Help'. The main content area shows a 'Today Summary Report' for the 'General Shift/Monr' shift. On the left, there are summary statistics: Allotted (4), Present (4), Leave (0), Absent (0), Current In (3), Current Out (1), Late In (0), and Others (0). On the right, there is a table with columns for Roll No., Employee Name, Department, and Designation. The table contains four rows of data: 1. Roll No. 509, Employee Name Ajay, Department ABC Limited, Designation (blank). 2. Roll No. 116, Employee Name Jesudasan, Department ABC Limited, Designation (blank). 3. Roll No. 117, Employee Name Manikandan, Department ABC Limited, Designation (blank). 4. Roll No. 216, Employee Name Priya, Department ABC Limited, Designation (blank). At the bottom right, there is a 'Download' button and a note: 'Last device data download 04/04/2011 12:55'. The footer of the page reads 'ATTENDANCE MANAGEMENT SOFTWARE from Yercaud Electronics Pvt Ltd. - Chennai'.