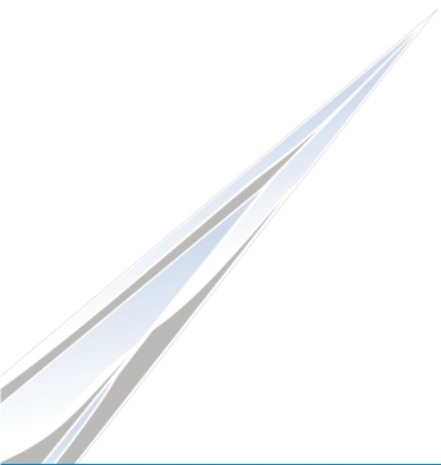




WORKFORCE MANAGEMENT  
... THE EASY WAY



# 10 REASONS TO USE TIMELABS

Time attendance and payroll software is one of the simplest, most powerful way of controlling costs related to wastage of man hours due to costly manual attendance and payroll processing.

Timelabs, integrated with a biometric time attendance machine, offers the most cost-effective ways to eliminate costly manual processes in managing employee attendance and time. Our easy-to-use, web-based software means you can start saving time and money immediately by improving the accuracy of daily timesheets, simplifying payroll process, and increasing overall employee productivity.

1. Saving 2-5 minutes of your accountants or book-keepers time per month per employee normally spent tallying up time cards is important to you.
2. Process the information in one spot, at the same time, and in just minutes.
3. Implement a Payroll Management System that is compliant with local overtime pay rules.
4. Prevent overpayment / underpayment to employees and saving your business money and the internal administrative issues this can cause.
5. Prevent employees clocking in for each other and get a real idea of your time and attendance information.
6. Simply and easily track total working hours and allocate costs accordingly.
7. Knowing who is and isn't at work at a glance gives you better control of your business.
8. Reduce your administrative work.
9. Improve payroll accuracy by reducing payroll processing time.
10. Eliminate lost or missing or manipulated timesheets.



timelabs		Daily Performance	
Date: 06/01/2010	Location:	Start Time: 06:00	End Time: 12:00
001 - Position	001 - Position	001 - Position	001 - Position
002 - Position	002 - Position	002 - Position	002 - Position
003 - Position	003 - Position	003 - Position	003 - Position
004 - Position	004 - Position	004 - Position	004 - Position
005 - Position	005 - Position	005 - Position	005 - Position
006 - Position	006 - Position	006 - Position	006 - Position
007 - Position	007 - Position	007 - Position	007 - Position
008 - Position	008 - Position	008 - Position	008 - Position
009 - Position	009 - Position	009 - Position	009 - Position
010 - Position	010 - Position	010 - Position	010 - Position
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012 - Position	012 - Position	012 - Position	012 - Position
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017 - Position	017 - Position	017 - Position	017 - Position
018 - Position	018 - Position	018 - Position	018 - Position
019 - Position	019 - Position	019 - Position	019 - Position
020 - Position	020 - Position	020 - Position	020 - Position

# WHY PAYROLL

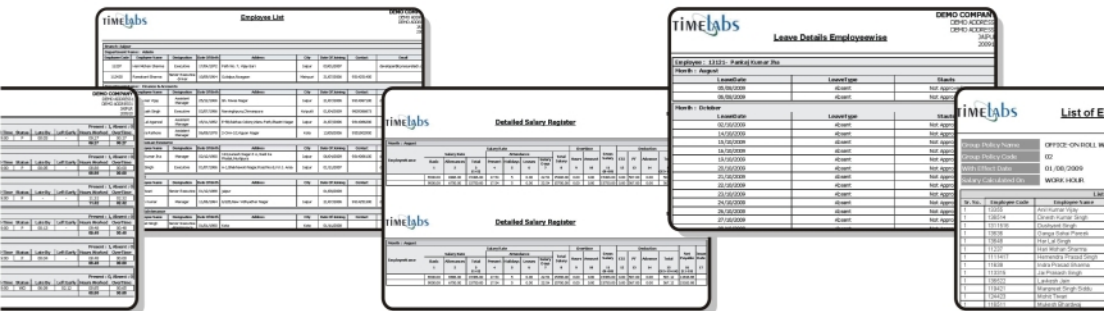
In most organizations, payroll processing is an essential monthly activity, which is fairly routine in nature. Depending on the size and nature of the organization, this activity can be fraught with complexities related to calculations, deductions and statutory regulations.

Easy-to-use payroll solution designed as a multi user - multiple company application: up to 500 employees. The solution is configurable and allows the user to set statutory regulations, calculate overtime, track leaves, loans and advances along with support for generation of Monthly Pay Slips. Employee master details can be maintained with the option to upload all the necessary documents.

The advance features of the software allow administrators to set user level permissions and access rights and maintain complete audit trails.

# REPORTING

With Timelabs, you can generate any number of HR & Payroll MIS reports but for sake of simplicity we have listed about 50 reports that can be easily generated. It comes with a powerful report engine that allows exporting of reports in PDF/Excel Format.





# SALIENT FEATURES

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Whether your main goal is to make processing payroll faster, more accurate, or just cutting out the headaches of working with paper time sheets, Timelabs will allow you to achieve your goals and make your workday better. Some important features are listed below :

- Web based software - Anytime, Anywhere access
- Biometric Fingerprint reader / Card punch machines integration
- Implement Fast and comprehensive Timesheet Easily & Quickly
- Integrated Payroll for Salary calculations
- Ability to define customized rules for salary calculations
- Define Overtime rules with Grace period option
- Easily set up Yearly Holiday Calendar, Week Days and Weekly Off's
- Tracks Medical, Casual & Paid Leaves for employees
- Manage Loans/Advances for each employee with adjustments each month
- Quickly monitor Daily Timesheet (employee wise or date wise)
- Allows admin to enter/modify the time
- Ability to import data from Excel
- Manage employee appraisals quickly
- Secure & fast Salary Slip Approval & issue process
- Completely Secured and Scalable
- Extensive, Accurate and Precise Reporting
- Export reports to Excel or PDF or other systems with ease
- Allows Customizing the software to meet special requirements

