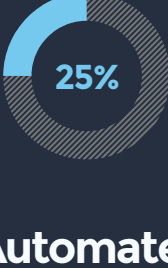


7 KEY BENEFITS of automated timekeeping

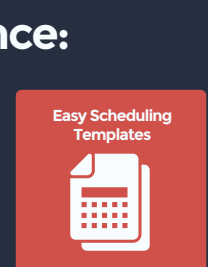
1. LESS UNPLANNED OVERTIME



Reduction in overtime (avg.)
in companies deploying time and attendance systems and focusing on overtime.
Nucleus Research, Inc.; Guidebook ADP, October 2010



Fewer top performers
incurred unplanned overtime than did bottom performers.
Aberdeen "Time and Attendance Strategies" June 2011



Automated timekeeping/scheduling improves overtime planning and schedule adherence:

Real-Time Reports on Hours Worked

Easy Notifications of Shift Availability

Clear Time-Off Schedules

Worktime Preferences

Easy Scheduling Templates

2. IMPROVED COMPLIANCE

1.2 BILLION in back wages recovered by Department of Labor in last five years

280 K received back wages recovered by Department of Labor in FY2016

90% of all state and federal class or collective actions filed in the United States are wage and hour claims
Litler Mendelson; "Trends in Wage and Hour Litigation Over Unpaid Work Time and the Precautions Employers Should Take" 2012

77% increase in wage and labor disputes 2004-2010
Ed. D. March 8, 2010. FLSA Wage and Hour Lawsuits Are On the Rise | Underwood Law. http://www.law.com/flsa-wage-and-hour-lawsuits-are-on-the-rise/

73% of wage/hour investigations result in findings
Bruce, Steve; "73% of Wage/Hour Investigations Result In Findings." HRdailyadvisor.blr.com, November 2011

\$30 K in back wages on an average wage issue for a typical organization (DOL)

Accurate timekeeping is critical to proper pay, proving compliance and responding quickly to audits:

AFFORDABLE CARE ACT

FAIR LABOR STANDARDS ACT

FAMILY MEDICAL & LEAVE ACT

DEPARTMENT OF LABOR

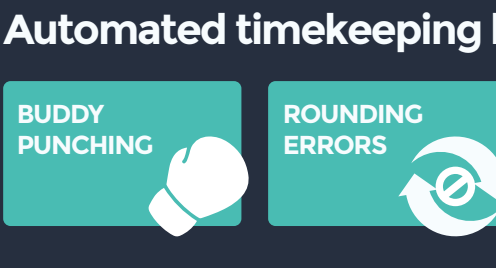
MEAL & REST BREAKS

OFF-THE-CLOCK

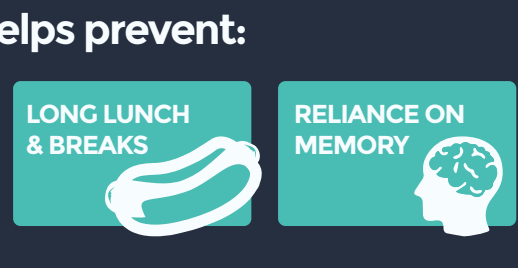
ROUNDING METHOD

RECORDS & REPORTS

3. REDUCED TIME THEFT



of employers experience payroll losses related to buddy punching (2.2% of gross payroll)
Nucleus Research



of every \$1 earned by a US company is lost to employee theft
American Society of Employers

4.5 HRS/WEEK or equivalent of **6 weeks** of vacation average time employees incorrectly reported
Robert Half & Associates

Automated timekeeping helps prevent:

BUDDY PUNCHING

ROUNDING ERRORS

LONG LUNCH & BREAKS

RELIANCE ON MEMORY

4. FEWER PAYROLL ERRORS, GREATER EFFICIENCY

1-8%
human error rate
American Payroll Association

50%
payroll errors found only when an employee complains

33%
of employers make payroll errors costing billions of dollars annually

7 min.
per card per pay period lost to manual preparation, verification, reconstruction, and calculation by shift, department, overall. That's 7 hours per pay period potential savings on administrative overhead for 60 employees

Integrating time and attendance with payroll dramatically reduces cost and risk:

30% fewer payroll errors and **1/3 fewer errors** in tracking time worked

63% lower error rate for tracking actual time worked
Aberdeen

67% lower error rate for time off accrual calculations

5. ACCURATE JOB COSTING

Automated, mobile timekeeping/scheduling makes it simple to track labor costs for both payroll and job costing:

- 1**

Worker clocks in at central site
- 2**

Worker is assigned a job
- 3**

Worker clocks in for travel to job location
(starts tracking cost for a specific job)
- 4**

Worker arrives and clocks in to begin work
(starts tracking cost for specific work type and pay rate)
- 5**

Worker clocks lunch break
(providing proof of labor code compliance)
- 6**

Worker completes work and clocks in for return travel
(stops tracking cost for specific work type and pay rate)
- 7**

Worker clocks in at central site
(stops tracking cost for a specific job)
- 8**

Worker clocks out for the day
(all time worked has been tracked in a single system)
- 9**

Payroll pays wages based on clocked data
- 10**

Job estimator uses accurate historical job cost reports when estimating new jobs

6. REAL-TIME MANAGEMENT OVERSIGHT

Accurate timekeeping enables better decision making:

EXAMPLE 1

Workforce Management: What mix is best for the business?

- 20** full-time employees working 60 hrs/wk = 800 hrs straight time + 400 hours overtime
- 30** full-time employees working 40 hrs/wk = 1200 straight time
- 20** full-time employees working 40 hrs/wk + 20 part-time working 20 hrs/wk = 1200 straight time

<p>EXAMPLE 2</p> <p>SCHEDULE ADHERENCE</p> <p>What triggers adherence issues?</p> <p>Who is available to fill in?</p> <p>What skill area is most at risk?</p>	<p>EXAMPLE 3</p> <p>JOB COSTING</p> <p>Which jobs are most profitable?</p> <p>Which jobs lead to more jobs?</p> <p>Which pay types are most in demand?</p>
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TIMEKEEPING GIVES YOU THE ANSWERS!

7. BETTER EMPLOYEE MORALE

Automated timekeeping/scheduling give employees consistency, respect and control.

Simple time-off request handling

Easy resolution of scheduling conflicts

Zero double-booking mistakes

Easy shift swapping

Mobile clock in/out

Allow shift preferences and block out dates

Advanced schedule notice

Predictable pay

SO WHY WAIT?

Our solutions simplify timekeeping and scheduling for employers, supervisor and employees.

- Get trained in minutes
- Go live in days
- Start tracking actual hours
- Control your labor costs
- Streamline timekeeping and payroll
- Empower your employees

KEY FEATURES

- Punch data collection via web portal, phone, proximity cards, key fobs, swipe cards, biometric scan, PIN entry
- Automatic overtime calculation & tracking
- Job code, department, location, shift tracking
- Custom tracking for tips, bonuses, commissions, pay rates, etc.
- Custom pay types/categories
- Real-time display of who is "IN/OUT"
- Daily Auto E-mail Report
- Sort and filter reports
- Employee Self-Service (ESS)
- Supervisor approvals
- Edit multiple time cards simultaneously
- Ethernet, analog or cellular connectivity
- Payroll file import—select from dozens of existing payroll file formats or develop your own

CALL YOUR WORKFORCE MANAGEMENT SOLUTIONS PROVIDER TODAY!