

# TIMESTAR ENTERPRISE™

## Web-Based, Real-Time Data Collection Puts You In Control

### *Web-Based Time and Attendance*

TimeStar™ Enterprise is a web-based time and attendance system that enables you to gather employee hours, generate reports and take immediate action in “real-time”. It is highly scalable, SQL-based and integrates with most Payroll and Human Resource packages.

### *Familiar and Easy to Use*

TimeStar™ Enterprise looks and functions like your favorite website, so employees have a minimal learning curve. Supervisors speed through editing timecards, scheduling employees, approving vacations, and other routine tasks.

### *Supervisor Approval*

You can keep electronic records of which supervisor authorized which employee's hours. Audit trails track who and when changes were made to employee timecards, timesheets, calculated hours and schedules. With the click of the mouse, employee's timesheets are approved.

### *Security and Accuracy*

Electronically, supervisors can independently or mass approve employee timesheets. Furthermore, supervisor approval and audit trails ensure the accuracy of the information transferred to payroll.

### *Monitoring and Reporting*

System Alerts notify supervisors at login of tardies, exceptions to company policies, variations from schedules and other employee activities as they happen, allowing supervisors to make the necessary changes. A full scope of reports can be viewed, emailed or printed on the system. TimeStar Enterprise utilizes Crystal Reports®, the number one report writing tool in the world. This reporting function enables you to control labor costs with TimeStar's automatic and instantaneous report delivery. Here are a few key examples:

- The “Approaching Overtime” report alerts you to each employee's hours worked and the hours remaining before an employee incurs overtime.
- The “Errors and Exceptions” report helps you pinpoint variations from schedule and from company policies.
- The “Hours Worked Report” allows management to quickly and efficiently review employee work activity. It details the days worked and the actual punches in a concise manner allowing management to quickly and efficiently review employee work activity.
- The “Labor Analysis by Department” report gives you a vital tool for estimating labor costs before the end of a pay cycle.

If your reporting needs are completely unique, TimeStar™ Enterprise offers custom report writing options.

**TimeStar™ Enterprise –  
Track any employee, anywhere, anytime!**

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