# Next Generation Web-Based Time & Attendance

# PerfectTIME® ST

## PerfectTIME® ST
**Designed by staffing professionals, for staffing professionals.**

Imagine being free of paper timecards. No time fraud. No imposing stacks to process each week. No error-prone manual data entry and payroll calculations. No sifting through file cabinets to find information for a client.

## Welcome to PerfectTIME ST.

*ST* is a next-generation web-based time and attendance solution that will set your firm apart from the competition while improving your operating margins. It's an attractive addition to any firm's service line, especially since controlling risk and labor expenses are key reasons why businesses turn to the staffing industry in the first place.

*ST* is fast, accurate, easy to use and employs a universal approach to managing time and labor information.

**STREAMLINE**

- EMPLOYEES TRACK HOURS ELECTRONICALLY IN REAL-TIME
- EMPLOYEES SUBMIT E-TIMECARDS
- CLIENT NOTIFIED VIA E-MAIL
- CLIENT APPROVES E-TIMECARD ONLINE
- E-TIMECARDS MIGRATED TO PAYROLL SYSTEM
- HR & TIME DATA ARCHIVED FOR REPORTS & AUDITS

**WORKFORCE OPTIMIZATION**

**MEASURE**

## Putting Time on Your Side
*ST* enables your firm to provide a seamless, end-to-end staffing experience. By streamlining internal operations and customer relations, it provides a wealth of benefits, including:

### SAVING TIME
- Easy data imports and exports.
- Elimination of troublesome paper timecards and administrative tasks.
- Secure, intuitive interfaces.
- Effortless migration of approved time data to existing payroll systems.

### SAVING MONEY
- Biometric technology eliminates time fraud.
- Lowers payroll-processing costs while improving accuracy.
- Reduces billing errors.
- Customized electronic invoicing matched with client-approved timecards minimizes AR expenses.
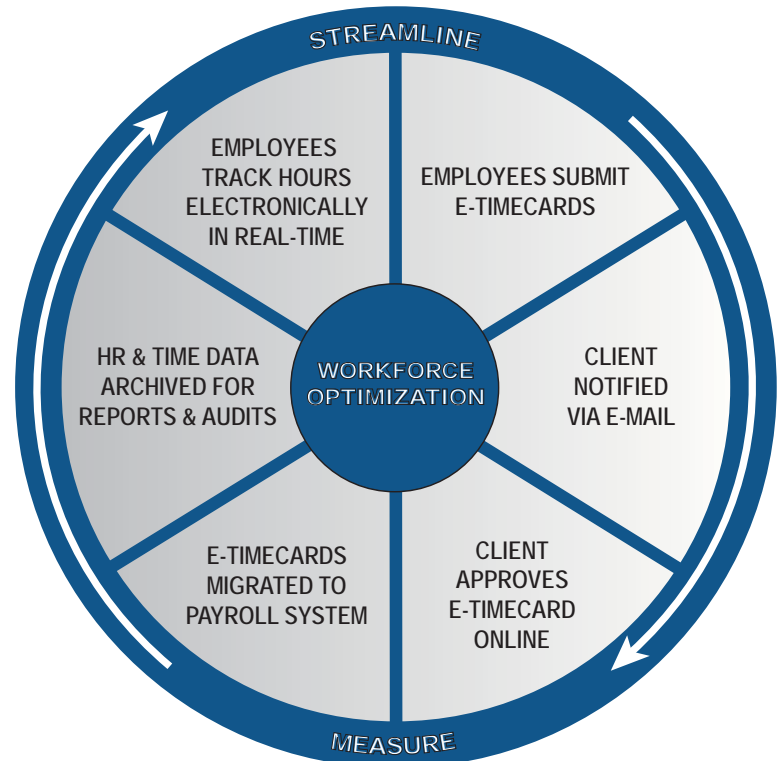
### WORKFORCE INTELLIGENCE
- Unlimited data storage.
- Real-time dashboards available 24/7.
- In-depth reporting tools.

### ENHANCING SECURITY
- Password-protected access.
- Biometric technology verifies employee identity.

### EXPEDITED RETURN ON INVESTMENT
- Rapid deployment and implementation.
- Minimal training required.
- Comprehensive support.

Staffing firms require solutions that match their versatility. Built on decades of staffing experience, **Perfect**TIME® *ST* is tailored to accommodate the intricacies of the industry by leveraging:

- The Web's flexibility,
- Sophisticated time-entry technology such as biometrics,
- Powerful time and attendance, reporting, scheduling, and benefit/PTO accruals engines, and
- Seamless integration with payroll and other critical business systems.

## Key Features

### CORE FUNCTIONALITY

- Scalable to accommodate firms of varying sizes, specialties and requirements.
- Robust architecture that supports calculating, viewing, and migrating time data across client locations, corporate branch offices, internal departments and subcontractors.
- HR data interface and integration modules.
- Latest in biometric technology and other secure time-entry portals.
- Payroll interface and integration modules.
- Password-protected access to secure web portals.
- User self-service modules, including:
  - Administrator Web interface
  - Client Web interface
  - Employee Web interface
  - Subcontractor Web interface
  - Scheduling, benefit/PTO accrual and expense reimbursement
  - Pay policy configuration
  - Payroll data exporter
- Electronic invoicing tied to client-approved timecard.
- World-class data hosting facility (On-Demand model).

### AUTOMATED TIME MANAGEMENT

- Dashboards of real-time workforce activity.
- Administrator-defined, multiple-user hierarchy.
- Timecards sortable to user preference.
- Individual and group timecard management.
- Automatic notification of timecards awaiting approval.
- Automatic return of rejected timecard to employee for correction and re-submission.

## Technology

- Available in On-Demand (hosted) and On-Premise models.
- Microsoft® .NET 3.5 Framework
- SQL-based
- Flexible, Scalable
- Real-time
- Zero Footprint
- 100% proprietary and managed code.

# Web-Based Biometric Time & Attendance with Photo ID

## PerfectTIME® ST

Biometrics is the industry standard for secure, precise time entry.

By having staffing employees clock in and out using optical fingerprint readers, this value-added time-entry portal enables your clients to realize additional returns on their staffing investment.

Biometric technology eliminates time-fraud tactics and the risks associated with forgotten or compromised pin numbers, passwords or badges.

Technological advances in biometrics make this method surprisingly affordable and extremely reliable. It's also easy to install, scalable to companies of any size, and available with add-on features.

## Benefits

### EXPENSE REDUCTION
- Does away with paper timecards.
- Decreases labor costs.
- Ensures submission and approval of real-time hours worked.
- Eliminates time-fraud tactics such as buddy punching, rounding and more.
- Reduced overtime expenses.
- Automates administrative tasks.
- Eliminates data-entry errors and redundancies.

### ENHANCED WORKFORCE MANAGEMENT
- Robust dashboard offers multiple users a real-time, 24/7 view of workforce with photo identification.
- In-depth reporting functionality.
- Provides full audit trail of employee time data.

*Ultra Mobile PCs with optical fingerprint readers are powerful, versatile and reliable stand-alone biometric terminals with wireless capabilities.*

## Features

### QUALITY
- Leading Edge Technology
- State-of-the-Art, Tamper-Resistant Optical Fingerprint Readers

### SECURITY & ACCOUNTABILITY
- Time-entry method cannot be guessed, forged, stolen, shared, lost or forgotten.
- Employee validation without ID cards, pin numbers or other mechanisms.
- Compatible with additional PerfectTIME security features, including photo identification hardware, swipe cards, and more.

### EASE OF USE
- Self-Contained, Stand Alone Units
- Wireless
- Minimal requirements include Internet connection and power outlet.
- Nominal Deployment and Training
- Non-Intrusive
- Low Maintenance
- First-Rate Customer Support
- Integrates easily with legacy payroll and HRIS systems.

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