

## TIMEATTEND

# Improve Productivity and Simplify Labor Law Compliance with Replicon

Replicon TimeAttend makes it easy to collect attendance and time off data for faster, more accurate payroll processing—helping to ensure compliance with labor laws and internal policies and giving you real-time insight into workforce productivity.

“ After implementing Replicon, we immediately realized the benefits of our investment. Payroll processing was reduced from three days with two payroll clerks to two days with one payroll clerk, even with integration into two different payroll systems. ”

Jessica Vreeswijk, Manager of Corporate Applications,  
GeoDigital International

## Time tracking challenges for HR

Labor costs contribute as much as 60% to overall costs for most organizations. The complexity associated with applying different pay policies for overtime, time off, and other exception time creates significant challenges for payroll managers. Errors are common, and fixing them can be an administrative nightmare. In extreme cases, they can lead to legal liabilities that drain resources and damage a company's reputation.

With more accurate, automated time and attendance tracking, companies can streamline payroll processes and simplify compliance with labor laws and internal policies, which can be quite complex in companies that operate in multiple states and geographies. Real-time insight into workforce productivity enables you to identify and correct inefficiencies. TimeAttend automates tedious manual processes associated with payroll processing, reducing risk and freeing up HR staff to focus on higher-value activities.

## Reduce payroll errors and ensure labor compliance

TimeAttend delivers the right mix of ease-of-use and advanced capabilities to optimize the labor force of organizations with complex requirements.

### Streamline payroll and reduce errors

TimeAttend sends automatic email reminders to ensure timesheets are submitted and approved on time. Centralized time capture and payroll dashboards improve payroll accuracy and simplify processing.

### Minimize labor compliance risk

With TimeAttend, you can easily configure business rules to automatically calculate overtime, apply multiple pay rates, and handle rules for meal breaks and other attendance policies to ensure compliance with labor laws and internal policies.

### Improve time off management

Comprehensive time off capabilities automate accrual balance calculations to ensure compliance with time off policies. Self-service tools and robust reporting features provide real-time visibility into liabilities and balances.

### Ensure efficient labor cost management

Detailed information about where time is spent helps you allocate resources efficiently and take corrective action to address high-cost areas.

“ Replicon was able to accommodate a lot of the customization we needed in order for us to go electronic and get us out of the paper environment.”

**Ashley Cleary, Director of Admin Services,  
Institute for Applied Behavior Analysis**



## Combine TimeAttend with CloudClock for a Complete Time Capture Solution

Replicon CloudClock is the “smart” employee time clock for the new age, combining full-color, multi-touch technology with powerful Replicon TimeAttend software — all in one hassle-free, cloud-based solution.

- Installs in minutes
- Photo audit trail
- 24/7/365 monitoring
- Automatic updates

**REPLICON** My Replicon Team Payroll Reports Administration

**1 Timesheet** 1 Overdue | **Time Off** 1 Waiting for Approval | 1 Rejected | **Expenses** 1 Not Submitted | 1 Awaiting Reimbursement

◀ Jan 13, 2013 - Jan 19, 2013 ▶

Waiting for approval | See all Approvers | See all timesheets

40.00 HOURS | 0.00 OVERTIME | 0.00 BANKED | 8.00 TIME OFF

**Read-only Timesheet**  
You are viewing a read-only version of this timesheet.

**Unsubmit**

Activity	Sun 13	Mon 14	Tue 15	Wed 16	Thu 17	Fri 18	Sat 19	Total
< None >		4.00	8.00	8.00	8.00			28.00
Training		4.00						4.00
Time Off								
Vacation 🟡 11.4 days remaining						8.00		8.00
<b>Total</b>	0.00	8.00	8.00	8.00	8.00	8.00	0.00	40.00

**Comments** | **Approval Details**

Date	Activity	Duration	Comment
Jan 14, 2013	Training	4.00	Comments

**Capture time** for the entire pay period on a single screen

**Create flexible approval workflows** with configurable approval paths of up to five levels

**Track employee time** spent on specific activities

Set up **automatic emails and alerts** to ensure on-time submissions and approvals

### Simplified Time Off Administration and Liability Management

- ▶ Empower employees to submit time off requests & view balances and usage history
- ▶ Automate accruals, resets, and overdraw limits to enforce specific policies
- ▶ Get quick insight into employee time off with a calendar view

### Automated Overtime and Compliance Management

- ▶ Easily create and administer overtime and other business rules to support any federal, state, province, or local regulations
- ▶ Automate pay calculations for all employee types
- ▶ Support compliance of meal-breaks, rounding rules, and other attendance policies

### Powerful Reporting Functionality and Seamless Integration

- ▶ Get real-time visibility into time and attendance data with standard reports, or configure them to view data the way you need it
- ▶ Effortlessly transfer data from/to any Payroll/HRMS/ERP/in-house system

**REPLICON** My Replicon Team Payroll Reports Administration

**Timesheet** 46 Not Submitted | 10 Waiting For Approval | **Time Off** | **Expenses** 2 Not Submitted | 5 Waiting For Approval

◀ All Timesheet Periods ▶ Current Period | Last Period | Custom Range

Approve | Reject | Submit | Reopen | Delete

User Name, Employee ID | 1 Department | Employee Type | Supervisor

Timesheet Period (1 - 7) / 7	Employee	Approval Status	Regular Hrs	Overtime Hrs	Time Off Hrs	Total Hrs
Jan 20, 2013 - Jan 26, 2013	Defonte, Chris	Not Submitted	16.00	0.00	0.00	16.00
Jan 27, 2013 - Feb 2, 2013	Defonte, Chris	Not Submitted	0.00	0.00	0.00	0.00
Dec 30, 2012 - Jan 5, 2013	Defonte, Chris	Approved	40.00	0.00	0.00	40.00
Dec 9, 2012 - Dec 15, 2012	Defonte, Chris	Approved	40.00	0.00	0.00	40.00
Jan 13, 2013 - Jan 19, 2013	Defonte, Chris	Approved	40.00	0.00	0.00	40.00
Jan 6, 2013 - Jan 12, 2013	Defonte, Chris	Approved	32.00	0.00	8.00	40.00
Dec 16, 2012 - Dec 22, 2012	Defonte, Chris	Approved	40.00	0.00	0.00	40.00

**My Replicon view:**  
A centralized view of all Replicon items such as timesheets, time off requests and more

**Team view:**  
Enables supervisors to review and approve tasks for team members

**Payroll view:**  
Give payroll managers a single screen for performing all time and attendance duties

## Contact Us

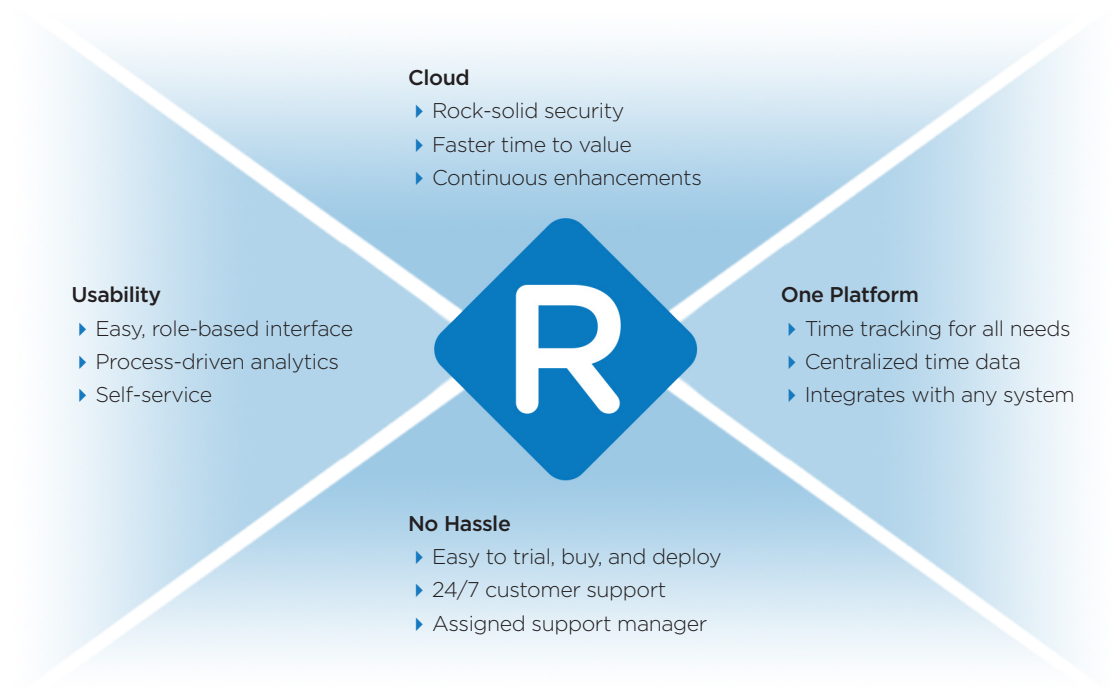
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Replicon's cloud time tracking solutions deliver greater insights, reduce the risk of non-compliance, and help organizations optimize their business processes to drive down costs and increase performance. This is what makes Replicon unique:



## Expand the capabilities of TimeAttend with the following add-on:



### WEBEXPENSE

To manage expense reports and reimburse employees for corporate expenses.

## About Replicon

Replicon is the leading provider of cloud-based time tracking software. Our award-winning solutions are used by more than 1.5 million people in over 7,800 organizations across 70 countries. We help customers to better manage workforce attendance, expenses, projects, professional services teams, and shared services resources.

Our diverse customer base — from start-ups to Fortune 500 companies — trusts Replicon to help reduce compliance risk, keep costs down, and provide greater insight into business performance. Clients include: FedEx, MetLife, New Zealand Transport Agency (NZTA), Novartis, Orbitz, and Xerox. Replicon is a global company with employees in Australia, Canada, India, the United Kingdom, and the United States.

## Want to try it for your business?

Get your free trial now. Free one-on-one support is available throughout the trial. [www.replicon.com/freetrial](http://www.replicon.com/freetrial) or contact us.