Improve Accuracy and Save Time in Employee Record Keeping

Organizations need efficient ways to ensure accuracy of an employee's time worked. Managers need to verify attendance for the payroll department. Both processes are often time-consuming and inaccurate. Your employee credentials can work seamlessly with your attendance system to streamline critical record keeping.

For decades, "punching the clock" was the standard method to confirm and quantify employee attendance. The process requires hours of manual entries making it difficult for managers to accurately monitor or confirm actual hours worked. In fact, according to a survey conducted by Kessler,* 30% of employees have admitted to falsely stating time worked; either logging in earlier or late, or having someone else punch a clock. So how can organizations improve the accuracy of their time and attendance systems?

Quickly Record Attendance:
Employees simply wave a credential over a WAVE ID® Plus reader upon arrival and departures

Do you have multiple employee entrances, or locations where employees must punch a time clock? Now, readers used with employee credential systems can simplify operations. Organizations can set up workstations at key access areas with attendance software, attach readers, and, with a simple wave of a credential, critical clock-in/clock-out information can be recorded. It is simple to use, improves accuracy and saves time.

Reduce Issues Reconciling Payroll:
Record accurate time and automatically populate payroll systems

Whether it is a manual paper-based timesheet or time-tracking software, the process is still time-consuming, error prone and requires the intervention of the payroll department to reconcile the data. The entire process can take an enormous number of hours each week and cost

thousands of dollars per year. Credential readers allow the employee's existing payroll ID number to be securely written to his or her ID card, identifying and matching the employee to the payroll system. With attendance software and a simple wave of the credential, the process simplifies the task of submitting an electronic timesheet to payroll, automates time and attendance, and ensures that employees are paid properly.

Verify Training Attendance:
Simplify compliance documentation

Employee training is an essential part of an organization's operations. It is often a critical component in maintaining accurate records to meet regulation and government compliance records. Now it is easier than ever to keep track by using an employee's credential system. When arriving for a training session, attendees wave their credential on the reader as they enter the room. Connected to a laptop or mobile device, the reader captures the attendee's ID number and uploads or stores it along with the session information. After the session, staff can establish an Internet connection and upload that data to the attendance software by simply selecting a prompt.

Trust begins here.™

rf IDEAS® Readers

SIMPLIFY EMPLOYEE TIME MANAGEMENT, IMPROVE REPORTING ACCURACY AND BETTER CONTROL PAYROLL OPERATIONS
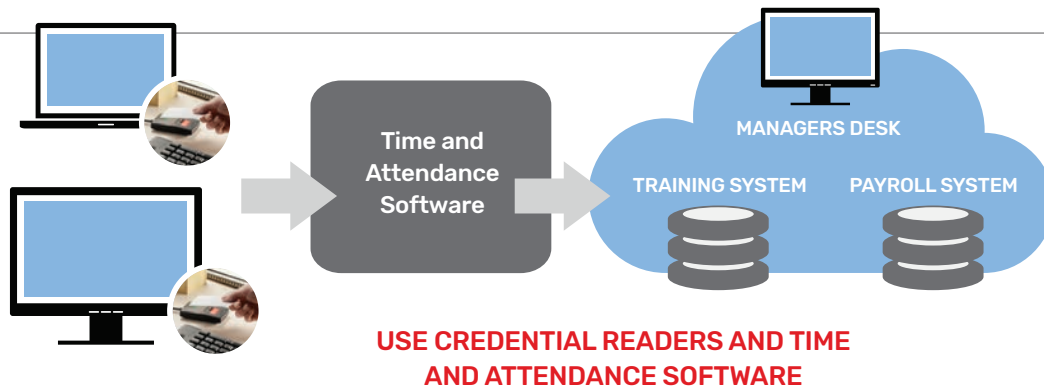
Easily integrate with your time and attendance systems and rf IDEAS WAVE ID family of card readers which support virtually every proximity, contactless smart card and the growing number of mobile credentials on the market. Improve the capture of employee's time worked, transfer information to payroll and record training attendance using credential readers.

Flexible Configuration – Leverage 125 kHz and/or 13.56 MHz employee ID credential systems for time and attendance.

Error Free Identification – Minimize errors found with manual or log-on systems, improving accuracy.

Easy to Use – Make it easy for employees to correctly record time worked and automatically transfer the information to payroll.

Accurately Capture Time and Attendance

Time and Attendance Software

MANAGERS DESK

TRAINING SYSTEM   PAYROLL SYSTEM

USE CREDENTIAL READERS AND TIME AND ATTENDANCE SOFTWARE

For more information on how rf IDEAS can help you improve accuracy and streamline operations, visit **www.rfIDEAS.com**

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To find a partner or to join the rf IDEAS ENGAGE® Partner Program and incorporate rf IDEAS technologies into your solutions, visit **https://www.rfIDEAS.com/partners**

ENGAGE
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* https://investigation.com/2013/04/26/employee-theft-longer-now-much/

4020 Winnetka Avenue, Rolling Meadows, IL 60008   //   Toll Free: (866) 439-4884   //
Voice: (847) 870-1723   //   Fax: (847) 483-1129   //   Email: sales@rfIDEAS.com   //   rfIDEAS.com

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