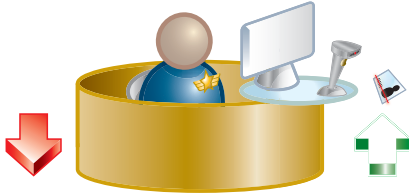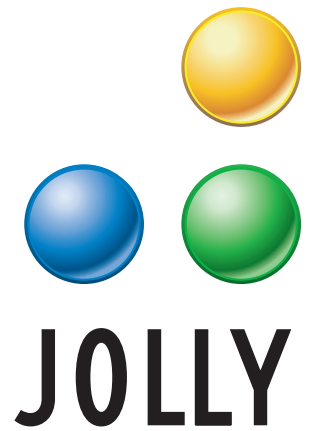# Time Track

Innovative Time and Attendance Software

Time Track makes it easy for you to keep track of your employees, record their hours and manage access to your facility. Register employees and contractors. Capture their photo, fingerprint and signature. Design and print plastic ID cards or issue temporary paper badges using the included industry-leading ID Flow badge design software. Check in and out and record attendance using networked check in stations or mobile handheld scanners. See the employee's record for verification. Centralized management, networked data-sharing and reporting are included. Deployment across multiple stations and locations and integration with existing systems is supported.

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Complete Tracking Solution

- Record time and attendance for employees and contractors
- Issue plastic photo ID cards
- Issue one-day badges for lost and forgotten ID cards
- Search records fast with definable lookup fields
- Set access polices by employee type, time and location
- Check in using barcode, magnetic stripe or contactless technology
- Display cardholder record during check in
- Require a signature during check in
- Audible and visual notifications when access is denied
- View and print detailed reports showing hours worked
- Print evacuation reports
- Integrate with existing systems
- Check in using mobile handheld scanners

The Time Track Advantage

Configurable Databases
Select one of the pre-configured databases or easily connect to your existing database. Define database fields that pertain to you. Layout fields using drag-and-drop tools, create drop-down lists, set default values and auto-format data. Import records from Excel, CSV files or other databases.

Fast Registration
The step-by-step registration process is easy for anyone to understand. Enter data and capture photos, signatures and fingerprints. Check for duplicate records automatically.

Issue Professional Event Badges
Design professional ID cards and temporary badges using an integrated version of Jolly's card design suite. Include ID or 2D barcodes. Encode magnetic stripes and contactless cards. Print badges automatically after registration. Set rules to prevent duplicate badge printing.

Track Entry and Exit
Use the check-in and check-out functions or kiosk scan stations to record each time a cardholder enters or exits the area. Scan a barcode, magnetic stripe or contactless card. Set access policy by date, time, location, employee type, or expire date. Capture additional information during check in, such as which project a person is working on. View and print usage reports. Scan cardholders remotely and verify identity using Scan Station Mobile.

Detailed Reports
See detail time and attendance reports that pair each employee's entry and exit and calculate the employee's time over any date range. Export the time and attendance report so that it can be imported into a payroll system. Charts show traffic patterns for understanding activity by hour, day or month.
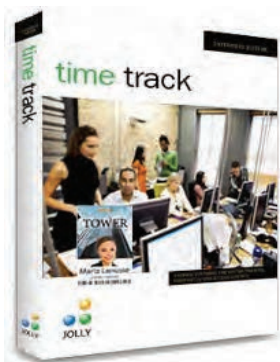
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Specifications

Databases

Microsoft Access
Microsoft SQL Server
Microsoft Excel
Microsoft Visual FoxPro
Oracle
Sybase
MySQL
dBase
Includes Sample Database
ODBC / OLE DB Compliant

Barcodes

Code 39
Code 128
Codabar
PDF417 (2D)
DataMatrix (2D)
Many More

Printers

Dymo
Evolis
Zebra / Eltron
Fargo
Datacard
UltraMagicard
DNP
Nisca
HiTouch
EDI Secure
Laser and Inkjet Desktop Printers

Devices

Cameras and Webcams (TWAIN / WIA)
Canon SLR Series: EOS Rebels
Topaz Signature Pads
Integrisign Signature Pads

Templates

CR-80, CR-50, CR-79, CR-90, CR-100
2500+ Avery and Other Paper Badges

System Requirements

Microsoft Windows XP/2003/Vista/7
Pentium 4 1.8 Ghz
2 GB RAM
100 MB Free Disk Space

Feature Highlights

- Integrate with existing data systems
- Scan membership cards and one-day passes using with standard or mobile barcode scanners
- Run in attended or unattended mode
- Configure check in rules
- Check members in while performing other tasks on the workstation
- Hear a bell for approved entry and a buzzer for denied entry
- Require and save a signature during each check in
- Display on-screen messages
- Print and save time and attendance reports.
- Automatically update record fields after registration, check in, check out or badge printing
- Customize record screens, change colors and field order, create pull down lists, date fields and more
- Link and manage multiple locations
- Show facility usage by hour, day and month with customizable charts
- Create reports such as a cardholder's history or a locations usage
- Search for specific employees records from thousands of records using flexible search tools
- Design professional single- or double-sided membership cards using the integrated badge designer
- Add text, graphics, 1D and 2D barcodes, magnetic stripes, RFID, watermarks and much more using the badge design tools
- Add additional low-cost check in and report stations

Time Track Editions

- Time Track Premier
- Scan Station Add-on
- Report Station Add-on

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