



TIME AND ATTENDANCE SOFTWARE

PIT SOFTWARE PTE LTD (65) 62537409

System Features

- Unlimited User IDs
- License by number of employees.
- Provide employee working schedule.
- User can view work hours for approval and post to PIT payroll for processing.
- Data can be accessed by any software that support ODBC (Example: EXCEL, SQL query, Crystal Report)
- Designed with powerful Microsoft's Visual Basic
- Simultaneous updating in multi-user mode.
- On-line help menus, context sensitive help and assist operator in data entry and processing
- Friendly search windows to assist operator in data entry
- Multi-level passwords per user ID can be defined to prevent unauthorized access.



Introduction

Field-proven

PIT-Time and Attendance is one of the most comprehensive and flexible packages you can find today. It is the culminated result of more than 23 years of development work done for similar installations for our clients. This has helped us to refine this system to its current sophisticated level.

Cost Effective

Today, PIT-TIME AND ATTENDANCE gives small-to medium-sized businesses the same benefits that have long been enjoyed by large companies with very expensive systems. With PIT's TIME AND ATTENDANCE, you reduce errors and time consuming paper work; sort and organize daily time data into meaningful reports for management; and no longer have to put up with delays in recording, filing and searching for information.

User Definable Parameters

- Unlimited work schedules maintained for the company.
- Work hours parameters
- Take care of shift over midnight
- Multiple break times
- Shift Allowances and deduction items for absences and lateness.
- Overtime computed for rest day and public holidays.
- Import digital time clock data
- Linked to employees in PIT payroll database
- Supervisors approve all time data before payroll processing.
- Employee leave data linked to PIT leave module.

User Friendly and Menu-driven

Besides conforming to the local regulations and pay practices, the package is designed with the user in mind so that any operator can run the system without referring to the manual. Its easy-to-follow menus, navigational facility, logically sequenced and functionally oriented screens, powerful search and select features allows employee supervisors to operate the way they want to operate.





RUNS ON WINDOWS 2003 OR XP OR VISTA OR WINDOWS 7



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Processing Features

- On-line calculation of overtime after import of time clock data against daily work schedule set.
- Exception processing for absence, lateness, early out and overtime.
- Separate or combine calculation in one or more pay periods.
- Manual editing of missed time data.
- Automatic fixed/recurring shift allowances/deductions calculation
- On-line view of computation of time in/out hours/days or overtime immediately after each change.
- All employees' time data in Hour:Minute and Hour in decimals to payroll processing.

Other Features

- Digital time clock can capture using thumb/palm/face recognition.
- Print Department work schedule
- Print Employee work schedule
- Print Employee Weekly time card
- Print exception reports

End Period

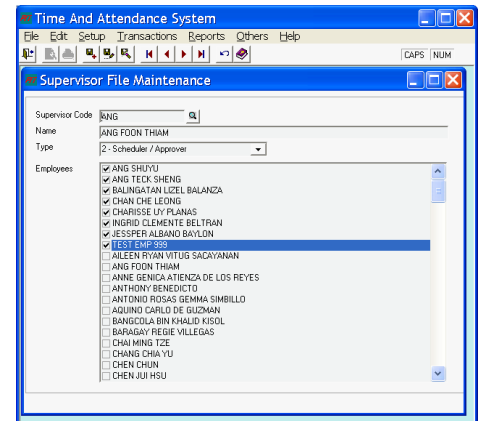
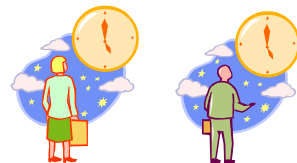
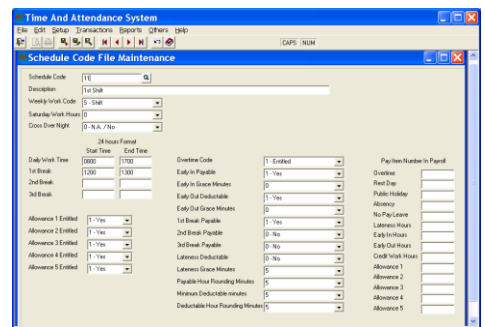
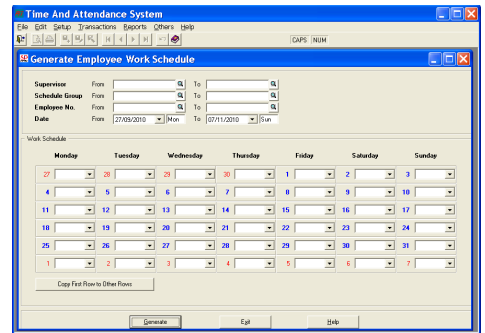
Data archiving and purging functions provided.

Reports

A wide range of reports complements PIT-TIME AND ATTENDANCE. These reports may be selectively printed on hardcopy or view on screen for a particular, a range of or all selected records. All reports can be saved to pdf, Excel or Words formats.

Master File Listing and Reports

- Department
- Work Schedule parameters
- Employee detailed information
- Employee Listing
- Department work schedule
- Employee work schedule
- Employee Weekly time card
- Work day exception reports





Documentation

A comprehensive on-line user manual is provided with each package. Full text search and index are included. User training guide provided to trainee.

System Requirements

PIT-Time Attendance can run on a single-user or multi-user configuration.

SINGLE-USER

For a single-user, the following minimum hardware configuration is recommended:

- ✓ Personal computer with a Pentium IV or higher processor
- ✓ Microsoft Windows operating system
- ✓ Minimum 2GB RAM for Windows XP/Vista /Windows 7 and 2 GB RAM for Windows Workstation; more memory may be required to run additional applications simultaneously
- ✓ one CDROM and one hard disk drives (250GB available space)
- ✓ VGA display or higher resolution
- ✓ Microsoft Mouse or compatible pointing device
- ✓ laser or DeskJet printer or impact printer

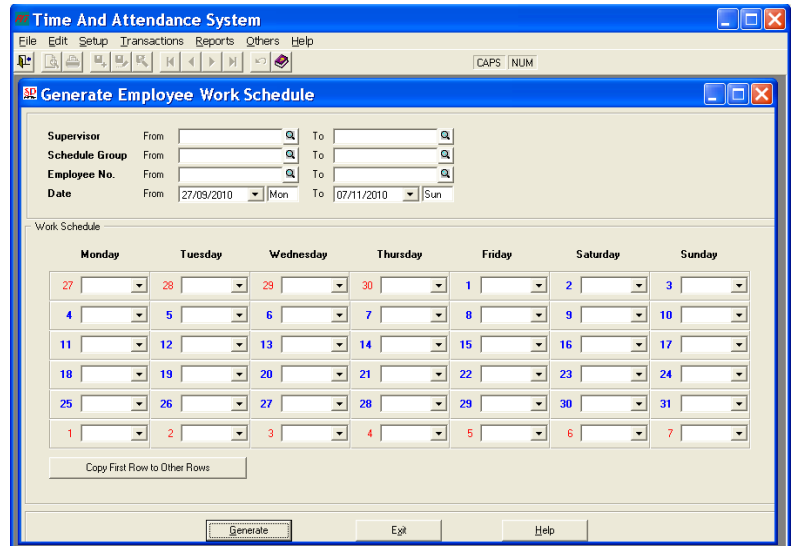
Support

PIT Software Pte Ltd is fully committed to the continuing support that comes with our software. Our support includes hot lines, software enhancements and on-going services.

Our Office is at:-

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 Singapore 319262
 Tel: 62537409 Fax: 62523044
 Email pitenquiry@softpro.com.sg
 Business Hours: Monday to Friday (9am to 5pm)
 Excludes public holidays

Sample Work Schedule Generation



MULTI-USER

For multi-users, PIT- Time and Attendance runs on local area network supported by Microsoft Windows 2003 or VISTA Business or Windows 7 and above.

