

# Attendance on



# **Time and Labor Management**

### **Time Management**

- Attendance on Demand's time engine calculates correct hours and dollars, tracks labor distribution, and provides workgroup validation.
- The engine handles overtime, rounding, premium, shift differential, and holiday rules ensuring your compliance policies.
- Comprehensive reporting keeps users informed.

## **Coverage Calculations**

- The system uses your formula for determining labor needs based on your census, sales, rooms, or other factors.
- Coverage calculations then determine the labor needed for each position throughout the day and update your scheduling template accordingly.

## **Workforce Analytics**

- Gain insight into your employee attendance, scheduling, and budget data.
- Real-time dashboards allow you to track actual versus scheduled hours, approaching overtime, planned and unplanned leave, FTE analysis, and more.

## Mobile, Including Location Services

## Easy Access

- Managers access the system through web-based desktop or tablet-based MSS mobile.
- Employees access the system through web-based desktop or ESS mobile.

#### **Location Services**

Mobile app includes geolocation and geofencing for managing remote and mobile employees.

#### Collaboration

- Instant notifications and messaging between managers, employees, and teams improve productivity and efficiency.
- Conversations are threaded for ease of use, and all communication is archived for reference and compliance.
- Employee message delivery is available through desktop and mobile apps.



## **Accruals, Attendance Policies, and Leave Requests**

#### Accruals

- Automate the accumulation of leave time.
- Accrual calculations can take many factors (such as worked hours, seniority, employee status, and more) into consideration to correctly apply and limit different categories of leave.

#### Attendance Policies

- · Automate your attendance policies.
- Points accrue and expire according to your rules, and are visible in the dashboard, timecard, and scheduling filters, as well as throughout the system.
- Employee notification letters can be generated according to your customized templates.

#### **Absence Management**

- Fill unplanned absences by automating the callout for replacement workers.
- Use filters to find replacement candidates for the best fit.
- · Communicate with the replacement candidates and the selected employee via messaging.

#### Leave Requests

 Allow employees to request time off through ESS desktop, ESS mobile, or time clocks.

Managers have key information for evaluating the leave request.

 Approval status is automatically available to the employee through ESS desktop or ESS mobile, or by email.

## **Roster Scheduling**

- Roster scheduling lets you apply schedules to employees on a day-by-day basis.
- Set up repeating schedules through schedule patterns, and print schedule reports for posting.
- Supports manager notes on schedules.

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