



PRODUCT OVERVIEW

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Why Time America...

Time America, Inc. is a provider of advanced workforce, time and labor management software solutions designed to help executives, managers and employees solve a wide range of critical human resource time and attendance issues including those related to payroll, workforce scheduling, job tracking, labor allocation and benefit distribution. Operating from its base in Scottsdale, Arizona, the company's products are sold throughout the United States with expanding international sales. Companies can choose to use Time America software on a completely hosted or licensed basis via the Internet, or on their own hardware in both client/server and PC-based offerings. With experience in the field since 1988, the company's proprietary hardware and software applications maintain and automate the process of collecting time sheet information, providing automated interfaces to most popular payroll software solutions. Time America's suite of products are targeted to small, mid-sized and enterprise level companies.

What Products Does the Company Offer?

Time America leads the way in the Time & Attendance industry by offering the highest performance products available on the market today. The full product line includes: Time & Attendance, Data Collection, Job Costing, Labor Scheduling, and Access Control systems. These products provide an integrated solution for all of your company's needs. Our standard warranty is the most comprehensive plan available on the market today. In addition, we also offer extended warranty plans. Our extensive worldwide dealer network is firmly in place to offer you local installation and support when needed. We design and write all of our own software and can offer custom solutions if required with unparalleled service and support. Our friendly and knowledgeable customer support staff is ready and waiting to help you.

At Time America, our customers have always guided new product development. That's why we're best known for offering a wide range of extremely accurate and highly adaptable computerized timekeeping systems - systems we constantly update as our customers grow and as new technology becomes available.

But timekeeping isn't all what Time America is about. We're also respected for our ability to expand our product line beyond timekeeping, and into all facets of advanced electronic data collection.

PRODUCT OVERVIEW:

The GENESIS PRO/SQL Time & Attendance Software is a simple to use, cost effective system which completely automates your time & attendance needs as well as job costing, data collection, labor scheduling, benefit accruals, employee ratings, access control, and much more.

GENESIS PRO/SQL utilizes the latest advancements in database programming and technology to bring you one of the fastest and most sophisticated time & attendance data collection

systems on the market today. GENESIS PRO/SQL automatically calculates employee time and wages using your specific payroll policies and produces valuable management reports which help control overpayment of employees and ensure proper distribution of labor costs.

Optional modules such as Job Costing & Validation, Access Control & Profile Lockout, Bell Control, Benefit Accruals, Occurrence Ratings, and PC Time Clock are available and integrate directly into the system. By using the optional Job Costing & Validation Module, your job labor costs may be forecasted and then compared to actual totals.

This full featured and comprehensive management tool will help you gain greater control over productivity and provide the accuracy needed in your business operations.

TIME & ATTENDANCE AUTOMATION:

GENESIS PRO/SQL enables you to completely automate the following tasks:

- Employee time & attendance calculations
- Attendance Tracking
- Gross wage calculations
- Application of payroll policies
- Data input for payroll processing
- Interface to third-party payroll services
- Job costing by department, job, step, operation, and task
- Distribution of personnel by department, job, step, operation and task
- Employee messaging
- Employee Self Service
- Benefit Accruals and tracking
- Leave Requests & Approvals
- Employee Occurrence Ratings
- Report generation
- Access Control
- Forecasting
- Budgeting
- Bell Ringing
- Guard Tour
- Data collection for other systems such as inventory control

REMEMBER...Since GENESIS PRO/SQL is completely menu-driven and easy to use, it can be quickly mastered by those with little or no prior computer experience.

GENESIS PRO/SQL HARDWARE - TA520/TA700 Series/Hand Biometric:

The TA520, TA700 Series and Hand Biometric Data Collection Terminals (time clocks) are used to capture and transmit data from your employees to the host computer. Key features of these terminals are:

- Proven reliability and durability through extensive testing and trouble-free operation.
- Department, job, step, operation and task numbers can be validated at the terminal. The terminal can be configured to display either the number or text description.
- Terminals which allow your choice of comprehensive keypad data input or simplified "Swipe & Go" operation.
- The ability to display employee messages such as the employee's name, hours worked to date, or any custom message such as "Happy Birthday".
- Terminals which can communicate to your computer via:
 - RS232 (Standard)
 - RS485 (Multiple Local Terminals)
 - Modem (Remote Terminals)
 - Ethernet (Optional)
- Lock out employees from punching at unauthorized times and send messages as to why they were locked out. Supervisor overrides provide for authorization of overtime.
- Terminals which can collect information via:
 - Keypad (Standard)
 - Magnetic Stripe Badges (Standard)
 - Bar Code Badges (Optional)
 - Finger or Hand Biometrics (Optional)
 - Proximity Badge (Optional)
 - Bar Code Wand (Optional)
- Each terminal can be programmed to open a door if the employee is authorized for access and ring bells via a schedule.
- Supervisors can look up, add, delete, or print out punches and approve overtime at the terminal (model specific).
- Function keys that can allow for the capture of:
 - Daily IN/OUT Punches
 - Lunch IN/OUT Punches
 - Break IN/OUT Punches
 - Job costing information (quantities)
 - Tips
 - Other Information (10 user-definable keys)
- Durable wall mount to secure the terminal.
- An internal lithium battery, which protects data in case of power failure.
- Custom prompting which enables you to define what questions to ask and what forms of data input to accept (generic data collection can be exported for use in other programs).
- Employee can make leave requests right at the terminal

GENESIS PRO/SQL SYSTEM HIGHLIGHTS:

- Ease of Use** - GENESIS PRO/SQL is a user-friendly menu-driven program that uses color-coded screens to simplify its use. All processes are clearly marked and follow a common operating thread throughout. GENESIS PRO/SQL allows you to select the sorting and browse window display order so that information can be arranged in an order most convenient to you. For example, you may want to sort employee selection listings by last name instead of employee number.
- High Quality and Rapid Data Access** - To ensure optimum product quality, GENESIS PRO/SQL was designed in accordance with industry standards for software development using Microsoft FoxPro or SQL which are known to be one of the most powerful database systems available.
- Multi-User** - GENESIS PRO/SQL supports multiple concurrent users. This means that multiple supervisors can edit data and run reports at the same time. Additional users can be added, up to an unlimited user system
- No Need For a Dedicated Computer** - GENESIS PRO/SQL operates "off-line" and will collect & process data from the TA520, TA700 Series and Hand Biometric Time and Data Terminal(s) at your request. Off line operation eliminates system down time due to host or communication failure. With the GENESIS PRO/SQL Auto Process Function, you can automatically poll the data from the terminals, completely process the data, and generate system reports. This can be done unattended at night, which frees up your computer during business hours and provides you with the information you need the next morning!
- No Limitations** - GENESIS PRO/SQL has no limit on the number of data collection points, schedules, pay rules, departments, jobs, steps, operations, tasks and categories of time. It is designed to grow as your business grows!
- Advanced Employee Browse Scheduler** - GENESIS PRO/SQL allows you to quickly scroll through and edit an employee's schedule. Once a schedule is set, the system remembers it so you never have to re-enter schedules. Global Scheduling lets you schedule groups of employees in one step. GENESIS PRO/SQL can also copy existing schedules to an individual or group of employees and makes it easy to assign rotating schedules. Schedules may be printed in many different formats.
- Flexible Reporting** - All time & attendance reports can be printed by pay period or by selected date range. This feature gives you the ability to run monthly, quarterly, year-to-date reports on any totals right up to the last time the terminal was polled. Each report may be displayed on the screen, printed, emailed or sent to a file for use at a later date.
- Flexible Lists** - Lists of employees, shifts, policies, departments, badges, schedules, assignments, and more can be generated at any time.
- Punch IN/OUT for Lunches and Breaks or Auto Deduct Time** - Rules may be set up to prevent payment of long lunches or to dock tardy returns. Deductions may be taken by elapsed time worked or by a specific window of time.
- Custom Reporting** - All standard reports have been written using Microsoft's Report Writer which is included with the system. This means all reports and lists generated by the system can be user modified.

- Support for Open and Fixed Shifts** - Employees may be assigned a specific shift start and stop time, float between start and stop times, or they may be allowed to come and go randomly. Rounding rules can be set up around the start/stop times or actual punch times to prevent overpayment. Attendance codes can also be applied to each segment of the shift rounding to track employee's compliance to start/stop times. With the Occurrence Ratings Module, point's values can be assigned to each segment. Warning notices can be automatically generated when employees reach predefined infraction levels.
- Flexible Shifts** - GENESIS PRO/SQL supports an unlimited number of shifts, plus unusual shifts such as flex, open, and staggered start.
- Flexible Rounding** - GENESIS PRO/SQL supports an unlimited number of time rounding rules. Rounding can be defined around the actual IN/OUT punches, duration, or any combination thereof. Different rounding rules can be applied to the IN/OUT punches, lunch punches, and break punches. In addition, GENESIS PRO/SQL supports Flex day rounding.
- Differentials by the Day of the Week** - GENESIS PRO/SQL allows you to apply 9 levels of differentials for each day of the week to accommodate the specific needs of your company.
- Multiple Wages** - Employees may be assigned multiple wages; one for each department, job, step, operation and task worked.
- Punch Editing at the Terminal or PC** - Supervisors can enter missed punches, delete existing punches, or look up punches stored in the terminal. Supervisors can add benefit time such as vacation, personal time, and sick leave. In addition Supervisors can also approve overtime.
- Three Levels of Overtime** - GENESIS PRO/SQL supports three levels of overtime on both a daily and pay period basis. You may also pay overtime if a specific day-of-week or number of consecutive days are worked. Overtime can be defined by time of the day and for time worked outside the schedule. Shift differentials can also be calculated. Overtime can be paid on a weekly, biweekly, semi-monthly, or monthly basis. Semi-monthly overtime carryover is also supported.
- No Period End Closing Procedure** - All data is available at any time for reporting. The only limit on the history the system keeps is the size of your hard drive.
- Supports Multiple Pay Periods** - GENESIS PRO/SQL supports weekly, biweekly, semi-monthly, and monthly pay periods. Employees on different pay periods can run concurrently on the same system.
- Allows Employee Transfers** - Employees may perform department, job, step, or operation transfers at the terminal. This allows the employee's time to be broken down between different departments, jobs, steps, operations and tasks within your company. Multiple wages are also supported.
- Automatic Daylight Savings Time** - GENESIS PRO/SQL automatically adjusts time for Daylight Savings Time (DST). Employee times are automatically adjusted accordingly.
- Auto Punch Correction** - GENESIS PRO/SQL automatically compensates for employee double punching as well as wrong entries by accepting only the last punch made when the terminal is used multiple times within a configurable amount of time.
- Cross Punching** - When using multiple data collection terminals, employees may punch at any terminal. This allows them to punch IN on one terminal, perform a department transfer on another, then drive 40 miles and punch OUT at a remote site.
- Control Unauthorized Overtime** - Supervisors can control overtime at the computer or right at the time clock. With the optional Access Control & Profile Lockout Module, employees can be locked out from punching outside their normally scheduled work time. Early IN punches and late OUT punches

are eliminated. Customized messages such as **YOU'RE TOO EARLY, NOT SCHEDULED, SEE SUPERVISOR, START AT 8:00AM** may be sent to the employee as to why they were locked out. Supervisors can authorize a block of overtime or specific segments of overtime. They may also override the lockout to authorize the extra work time. This helps GENESIS PRO/SQL pay for itself in a short period of time.

Report Punch Exceptions - GENESIS PRO/SQL allows you to define attendance codes and generate an Attendance Report to list anyone punching outside of their assigned time frame(s).

On Premises Reports - With GENESIS PRO/SQL, you can instantly find out who's out, who's in, and which department they are currently working. These reports will greatly assist you in tracking your employee's whereabouts, as well as their productivity. The Attendance Report tracks early, rounded, on-time, graced, docked, late punches, or any other attendance code desired.

Multitude of Reports - Listed below are a few examples of the numerous reports that come standard with GENESIS PRO/SQL. Refer to the Time America Reports Sampler for a description of the time and attendance reports that can be generated.

- Hours
- Daily Hours
- Who's In
- Who's Not In
- Annual Attendance
- Approaching Overtime
- Seniority
- Benefit Entitlement
- Shift Summary
- Dept. Summary
- Group Summary
- Attendance Court
- Missing Punches
- Employee Wage
- Labor Distribution
- Time Card

Variable Field Lengths - Employee and department numbers can be up to 10 alphanumeric characters. Job, Step, Operation and Task numbers can be up to 15 alphanumeric characters.

Bar Code Entry - GENESIS PRO/SQL supports bar code entry from either a wand, gun, or external slot reader. These devices can be used for entering such items as department numbers, employee data, etc.

Online Time Card Editing - GENESIS PRO/SQL contains two online punch editors - Online Time Card and the Approval Editor. Both allow you to edit the employee's punch information right on the employee's time card. The difference between the two is that the Online Time Card Editor can display a time card for any pay period in the system, whereas the Approval Editor automatically displays only those time cards that need approval. Both editors contain a Benefit Entitlement Window which allows you to see if an employee has a particular benefit available to them before it is given. This eliminates overpayment of employee benefits.

Browse Editor - The GENESIS PRO/SQL Browse Editor provides a simple means of correcting wrong punches and adding new ones by scrolling through existing transactions. The Browse Editor also allows you to enter and edit transactions that are not time & attendance related. First, by using the system's flexible terminal programming, you can set up the terminal to collect any type of data. Then, using the Browse Editor, you can edit that data. Finally, (if necessary), the system's Export Function can send it to another software package. These and many other features can turn your time & attendance system into a powerful data collection system.

Security - Each user must enter a Login name and Password before they can access the GENESIS PRO/SQL Main Screen. The system can limit the user by menu item, screen function (Add, Edit, Delete, View) and Data Displayed (Groups, Divisions).

- AM/PM or Military Time** - GENESIS PRO/SQL data collection terminals can be programmed to display time in either AM/PM or military time format.
- Change Key Field Names** - Another attractive feature of GENESIS PRO/SQL is the ability to change the names of key fields and automatically have all the menus and reports change to reflect the new name. For example, if your company doesn't have "Departments", but has "Cost Centers", simply change the name "Department" to "Cost Center" and all references to Departments will automatically change to Cost Centers.
- User Defined Fields** - In addition to the user modifiable fields described above, GENESIS PRO/SQL allows you to define six system fields in the employee master record. These fields can be used to track items such as birthdays, spouse's name, driver's license number, emergency number, etc.
- Built-In Utilities** - In case of power failure or computer problems, GENESIS PRO/SQL system utilities permit easy recovery of data. GENESIS PRO/SQL contains a complete Backup and Restore Function which fully backs up the system's files and data. In addition, a built in compression routine saves disk space. The system also includes an Archive and Restore feature which allows you to remove old data and selectively restore it to rerun old reports.
- Terminal Download** - GENESIS PRO/SQL allows you to define the tables, prompts, and operating parameters used by your terminal(s). The system downloads this information to the terminal so that it operates using your company's terminology, not ours.
- Background Polling** - With GENESIS PRO/SQL, terminals can be polled at any time with no interference to employee punching. Autoprocess can be running in the background and updating the database with new punches while you are editing data and running reports.
- Multi-Terminal Installations** - GENESIS PRO/SQL can support an extensive number of data collection terminals. These may be any combination of TA520, TA700 Series and Hand Biometric terminals. A single system can support any combination of modem, RS232, RS485, and Ethernet terminals.
- Payroll Interface** - GENESIS PRO/SQL comes standard with a payroll export feature that allows you to send data to an in-house payroll system. Direct exports to many of the major payroll companies are also included in the system.
- Supports Remote Locations** - GENESIS PRO/SQL can be purchased with a modem terminal, which enables remote locations to transfer their time & attendance data over standard phone lines to the host computer. The terminals may be programmed with an "Answer Window" to answer the telephone only at a specified time(s). When using the Autoprocess Function, the system allows you to use a standard phone line and automatically dial-up the terminal at night or during non-business hours which eliminates the need for a dedicated phone line.
- Hypertext Help Screens** - The help screens in GENESIS PRO/SQL utilize Hypertext which allows you to select a word on the screen and display a selection list of references to the word or related topics. You can then jump back and forth between any of the selection items. This particular feature makes GENESIS PRO/SQL the user-friendliest system on the market.
- Easy for Employees to Use** - With a simple swipe or key press, GENESIS PRO/SQL takes less of your employee's time than a mechanical time clock. The terminal's easy to read display assists your employees. Accept and Reject tones also assist employees and help to reduce errors.

- Hours/Wage Breakdowns** - GENESIS PRO/SQL will show you how many labor hours and/or dollars were spent, not only by employee, but by department, group, or division. The Job Costing & Validation Module allows for further breakdown by job, step, operation and task.
- User Definable Categories** - Categories can be added to cover items such as vacation, sick days, personal time, holidays, jury duty, warning notices, expenses, etc.
- User Definable Attendance Codes** - Attendance codes can be added to cover items such as early arrival, early departure, late arrival, late departure, long lunch, short lunch, long break, short break, long shift, short shift, etc.
- 4 Forms of Data Output** - All reports and lists generated by GENESIS PRO/SQL may be printed, displayed on your monitor, emailed or sent to a data file. The software's enhanced display capabilities allow you to freely navigate through the report or list.
- One Step Global Entries** - If you need to make a punch entry, schedule a change, or default change that affects a group of employees, GENESIS PRO/SQL will let you make it once and apply it to all employees in the group. For example, if the power goes out and you need to send everyone home (and you don't have an operational battery backup for the terminal), you can give everyone an OUT punch with just one command at the computer the same day or the next day.
- Hot Keys** - GENESIS PRO/SQL contains a group of "Hot Key" utilities help make it the most flexible and easiest time & attendance system to operate. These utilities include an on-line Calendar/Diary to help you select dates and make notes, a time conversion table to convert AM/PM time to military time, a time format chart to convert minutes to hundredths of an hour, a calculator, and help screens. All are available by the simple press of a "Hot Key".
- Auto Holidays** - GENESIS PRO/SQL lets you define certain days as holidays. Qualifying factors such as number of days of employment, must work the day before and/or day after, and others, control who will receive holiday benefits. GENESIS PRO/SQL will automatically give holiday time to employees who are eligible, so you no longer have to manually track and add them.
- Benefit Entitlement Tracking** - GENESIS PRO/SQL lets you define what benefits you want to track. This includes: sick time, vacation, personal time, or any other defined category of time. Amounts allowed, taken, pending, left, and the number of occurrences are all tracked in a pop-up window and report. The window is available when editing punches. This feature eliminates the overpayment of employee benefits. With the addition of the Benefit Accruals Module formulas can be input into the system to automatically calculate additions to the employees available benefits.
- Control Overtime** - The Approaching Overtime Report helps you schedule employees without paying unnecessary overtime. This report shows the employee's scheduled hours for the pay period, the time worked to date, the time still scheduled to work, and a system estimate of the amount of overtime the employee will likely accrue. With this knowledge, supervisors can call employees who are not likely to accrue overtime.
- Audit Trail** - GENESIS PRO/SQL keeps a complete Audit trail on all changes, additions and deletions made to transactions. GENESIS PRO/SQL does not limit the amount of Audit trail history the system will keep on-line.
- Spot Trends** - Not only can GENESIS PRO/SQL show you when sick days were taken, it can produce a Trend Analysis to show you how many days were taken and on which day of the week. For example, John Doe took 6 sick days and they were all on Mondays. This information can be useful at employee evaluation time. A Trend Analysis can be run for any category of time.

- Exempt/Salaried Employee Support** – GENESIS PRO/SQL allows you to define employees as exempt. Exempt employee can be required to clock in/out, in only, or not at all. Hours can be calculated from actual or scheduled. Reports can break out exempt employees. Payroll exports can export only exceptions.
- Control Coverage** - The Coverage Report gives you an easy to read time line format of an employee's schedule. This report can show who is scheduled to work at a specific time of day; who is scheduled to work, but not at that time of day; or who is not scheduled to work on that day. This report includes the employee phone numbers and is perfect for supervisors who are short of help and need to quickly locate employees available for work.
- Generic Data Collection** - What data do you want to collect? With GENESIS PRO/SQL, you can configure custom prompting that will display on your terminal. The system will collect the data, allow you to make edits, and then export the data to other systems such as spreadsheets and inventory control programs. GENESIS PRO/SQL can practically "front end" all of your data collection needs.
- Import/Export** - GENESIS PRO/SQL contains a built-in import/export function that allows you to bring data into the system and export data out to other software packages. In addition, GENESIS PRO/SQL contains direct data exports to several major programs including Excel, Symphony, and Lotus.
- Flexible Printer Support** - GENESIS PRO/SQL utilizes the Windows printer setup. This feature provides the highest level of printer flexibility and support.
- Employee Messaging** - GENESIS PRO/SQL allows you to send employee messages from the software to the terminal. Messages can be anything from displaying the employee's name when they punch, to telling them what job to work on.
- Employee Leave Requests** - GENESIS PRO/SQL allows employees to request leave such as Vacation, right at the data collection terminal. Supervisors can approve or deny leave requests.
- Employee Time Sheet Submittal** – For exempt employees that will not be "punching" a time clock, GENESIS PRO/SQL allows for time submittals through an on-line timesheet. Employees can submit times as well as exceptions, such as sick, vacation, etc. This feature requires a minimum of a two-user license.
- Employee Reviewer** – GENESIS PRO/SQL allows you to give employees access to view their own payroll and HR data without accessing the system and taking up a user license. Employees can review: their time card, transactions, schedules and benefit balances. This feature requires a minimum of a two-user license.
- Integrated Guard Tour Tracker** - GENESIS PRO/SQL provides you with the additional flexibility of allowing the system to monitor your security guards and line inspectors. It utilizes a handheld wand and ibutton technology to mark the locations and bar codes for the incidents that are logged along the way. System reports monitor problem spots, and reoccurring incidents. This feature requires the optional Job Costing and Third Party Interface Modules.
- Job Costing & Validation** - The Job Costing & Validation Module enables you to accurately track time and labors costs and distributes them by department, job, step, operation and task. It allows for a more detailed breakdown of cost information, which can be reported in both hours and dollars. The five levels of tracking may be renamed to fit your company's needs. This module also helps you

eliminate the input of invalid data by allowing you to define the valid department, job, step, or operation numbers. When an employee keys in a bad number at the terminal, the message "INVALID ENTRY" is displayed and the employee is prompted to re-key the number. A description can be displayed to further strengthen the validity of entered data. In addition, this module supports pay by piece rate and allows employees to input quantity produced along with a second quantity, usually scrap. Two additional comparative rates "Budgeted" and "Charge" can be tracked and compared with actual working rates to see if you project is on target.

Quantity & Piece Rates - The Job Costing & Validation Module allows you to pay employees by piece rate. Different rates for each function worked can be entered. Employees can enter two user definable quantities (good and scrap). Quantity reports show dollars spent to produce each part and efficiencies compared to other employees.

Forecasting – Forecasting allows you to immediately see if you are on schedule for the completion of any job, step, operation and task within GENESIS PRO/SQL. Forecasting takes into consideration the hours worked and dollars spent to date, along with the scheduled hours still to work, to come up with forecasted totals for any department, job, step, operation and task in the system. Combined with Budgeting, Forecasting can tell you if you will be over or under budget prior to the completion of a job. This allows you to adjust schedules to meet future requirements and avoid overpaying employees.

Budgeting – GENESIS PRO/SQL accepts budgetary numbers for both hours and dollars. These budgetary factors can be applied to each function within your business. Budgetary reports such as an Actual vs. Scheduled vs. Budgeted, report on the comparisons. With GENESIS PRO/SQL you can gain better control over your business by knowing, at any time, where you labor hours and dollars are being spent and if those hours/dollars are running under budget.

Task Organizer – Makes complex tasks easy as 1-2-3. The Task Organizer groups operations that need to be performed on a repetitive basis and walks the system user through them. As each step in the Task is performed the system will indicate that the operation was completed. Each operation must be performed in order and completed before the user is allowed to move on to the next operation.

Benefit Accruals - The Benefit Accruals Module allows you to automatically update employee benefit balances based on your company's current rules. GENESIS PRO/SQL supports a number of accrual cycles and allows for changes to employee accumulators based on their tenure. GENESIS PRO/SQL also allows forecasting of benefits such as Vacation to prevent over-drawn benefit balances.

Bell Ringing - The Bell Control Module allows you to define a bell ringing schedule and send it to the clock which activates a user supplied bell, alarm, or other audible signaling device. Each bell can be defined by a day-of-week, time-of-day, and ring duration. GENESIS PRO/SQL can ring up to 336 bells per terminal, per week.

- ☑ **Schedule Lockout** - The Access Control & Profile Lockout Module allows you to define intervals of time in which employees can enter a punch at the terminal. You can lockout or warn employees who attempt to punch IN or OUT at times other than their scheduled shift. This module provides control of punching by time of day and day of week. Supervisors can override these lockouts if desired.
- ☑ **Access Control** - The Access Control & Profile Lockout Module also allows you to control an entry access device (door, gate, turnstile, etc.) to regulate unauthorized personnel. An employee's access can be restricted to certain locations. With the use of this module, schedules may be downloaded to each terminal controlling the actual time-of-day and day-of-week the employee is allowed access.
- ☑ **Occurrence Ratings** - With the Occurrence Ratings Module, point values can be assigned to each attendance occurrence. Warning notices with custom messages can be automatically generated when employees reach pre-defined infraction levels.
- ☑ **Videx Terminal Interface** – Videx offers an exceptional high-performance portable data collector. It combines laser bar code reading and Touch Memory button reading with an alphanumeric keypad. Touch Memory buttons are used when durability, tamper-resistance, and simplicity are required. A Touch Memory button is a memory chip sealed inside a dime-sized stainless steel canister, and comes in read and read/write varieties. Each memory chip contains a pre-programmed 12-digit identification number that can be cross-referenced to a person, place, item, or activity. Touch Memory is perfect for guard tour or any other application where you need confirmation that the user is at a specific location.
- ☑ **PC Time Clock** - The PC Time Clock Module allows employees to perform all normal time clock functions at their PC. PC Time Clock enables you to define what questions to ask and what forms of data input to accept. PC Time Clock supports employee messaging, input validation for job costing, and schedule lockout.
- ☑ **PDA Clock** - The Optional PDA Time Clock Module allows employees to perform all normal time clock functions on their PDA. Supervisor mode allows supervisors to perform transactions for their crew on an individual or group basis.
- ☑ **Web Clock** – Web Clock allows both employees and Supervisors access to GENESIS PRO/SQL from any web browser. Employee self service allows employees to clock, view timecard, view punches, view schedule, view benefits and submit a timesheet. Supervisor mode allows supervisors to perform transactions and edits for their crew on an individual or group basis. In addition, supervisors have access to the systems Status Board.
- ☑ **Telephony** – Telephony Time & Data entry system allows employee to punch via any standard telephone/cell phone. With Telephony employees can clock IN/OUT, lunch IN/OUT, break IN/OUT, perform Department, Job, and Step transfers, and review current and previous week's hours. Employee specific caller ID lockout and profile lockout are also supported. Telephony is easy to setup via user definable "text to speech" voice prompts.
- ☑ **MultiPoll** - Polls and sets time on up to 99 Ethernet or Modem Clocks simultaneously. Works through manual poll or auto polling processes. Supports TA520, TA700 Series and Hand Reader terminals. Utilizes Digiboards or USB hub for modem operation. Ethernet requires no special equipment. Prefix allows mixing of dial prefix and direct dial phone lines

BENEFITS OF GENESIS PRO/SQL:

Let GENESIS PRO/SQL take over the time-consuming tasks of payroll preparation and time card calculation, so you can spend more time developing your business. Automatic interfaces for many of the major payroll services are included with the software to completely eliminate the task of re-keying data.

As your needs change and your business grows, GENESIS PRO/SQL will also! Flexible user-configurable rules mean that you will never have to purchase another system to support your company's growth. ***Eliminate pay day panic!*** With GENESIS PRO/SQL, you can find the information you need quickly. Easy to understand management reports will help you make informed decisions.

Know exactly where your employee's time and your dollars are spent. Implement your time rounding rules, not your employee's. GENESIS PRO/SQL is the only "full-featured" and computerized time & attendance system within its price range. Because of the SIGNIFICANT cost savings experienced by our customers, GENESIS PRO/SQL systems can easily pay for themselves in less than one year.

GENESIS PRO/SQL OPTIONS AND PERIPHERAL:

- TA520 Data Collection Terminals
- TA700 Series Data Collection Terminals
- Benefit Accruals
- Job Costing
- Profile/Schedule Lockouts
- Access Control
- 3rd Party Terminal Interface
- MultiPoll multiplexing software
- Biometric Hand Readers
- Security Readers
- Bell Control
- Input validation
- Occurrence Ratings
- PC Time Clock
- PDA Clock
- Web Clock
- Telephony
- Videx Interface

MINIMUM SYSTEM REQUIREMENTS:Workstation Recommendations:

- An IBM compatible PC with a Pentium microprocessor.
- Processor Type: Pentium III 350 Mhz or equivalent.
- 64 MB (128 MB or more recommended)
- Operating System: Microsoft Windows 98 version 5.00 or greater.
- ECP, EPP, or Standard Parallel Port.
- Available Ethernet, Serial, USB Port or Modem (for polling time clocks)

Additional Recommendations:

- 500 MB of available disk drive space. A dedicated database server is not required. Workstations do not require local available disk drive space. Additional disk drive space and enhanced wide area connection may be required based on the number of employees, distance, communication method and the amount of historical information kept on-line.
- GENESIS SQL requires SQL (see Requirements Document)

Polling PC:

- Available serial port with default address and interrupt.
- Parallel port configured as LPT1.