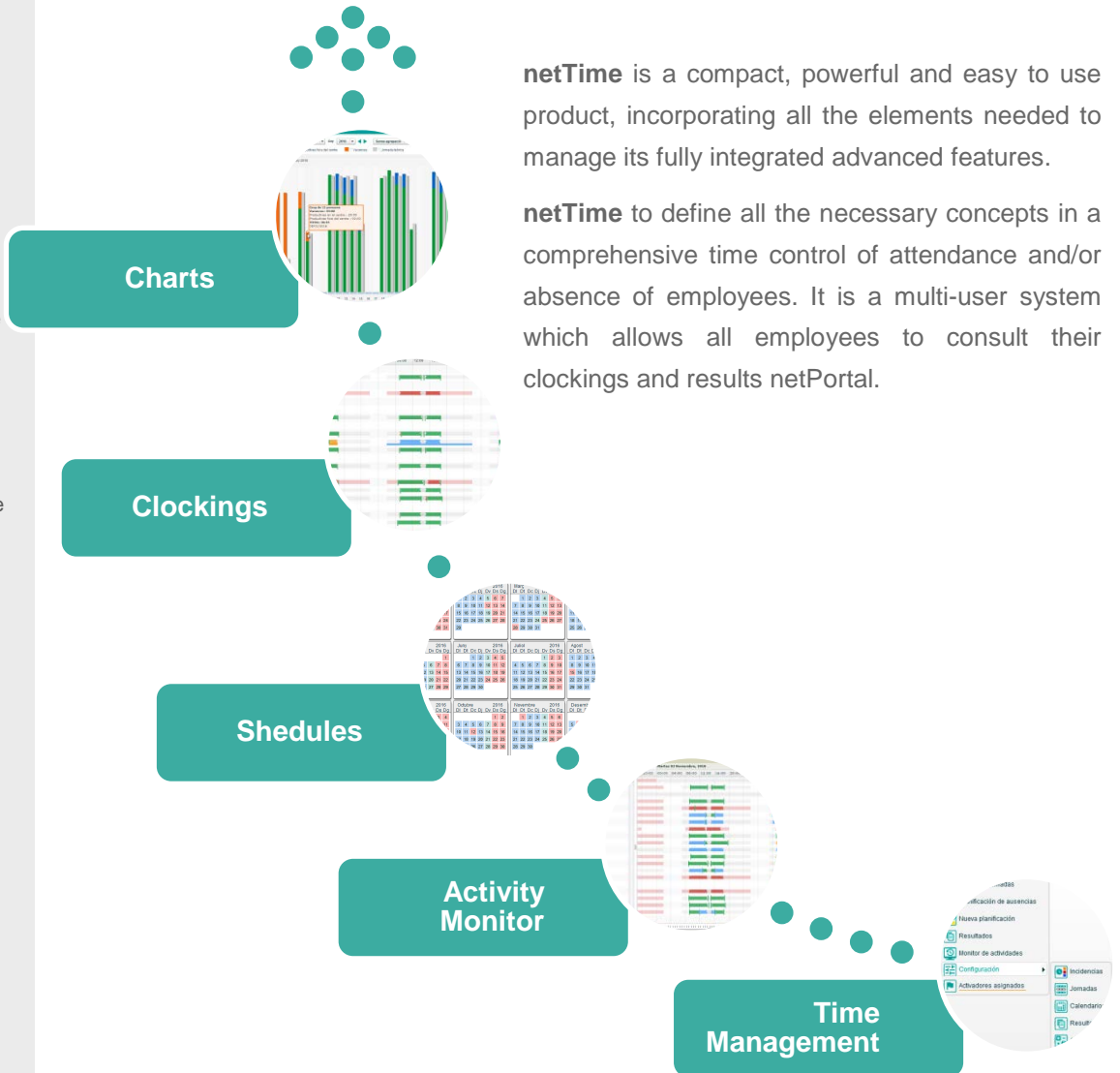


## netTime5

### MAIN ADVANTAGES

- ★ 100% Web and real-time operation.
- ★ Easy setup and great adaptability to the Corporate Time Management.
- ★ Multi-user and Multi-window System.
- ★ Advanced graphical, intuitive and agile tools, for presentation monitoring and data management.
- ★ Presence Monitor.
- ★ Advanced Calculations and Conditional Formulas.
- ★ Fully integrable with any payroll software, ERP or HRMS.
- ★ Incorporate additional modules that enhance the ability of management and control.
- ★ Employee Portal.
- ★ Access Control.
- ★ Visits Management.
- ★ Doors opener
- ★ Relays activation (cctv, turnstiles, ...).



**netTime** is a compact, powerful and easy to use product, incorporating all the elements needed to manage its fully integrated advanced features.

**netTime** to define all the necessary concepts in a comprehensive time control of attendance and/or absence of employees. It is a multi-user system which allows all employees to consult their clockings and results netPortal.

**netTime** key features include tools for monitoring and maintenance of data, which allows management of employees in an easily understandable and entertaining manner.

- APPLICATION MANAGER: Is installed as a service that includes, besides the software application netTime, a Web server, an SQL database engine, and time clocks communications server.
- WEB USER INTERFACE: All access to the application manager is made through a web browser, accessible from anywhere on the LAN, WAN or Internet.



# Configuration

Events

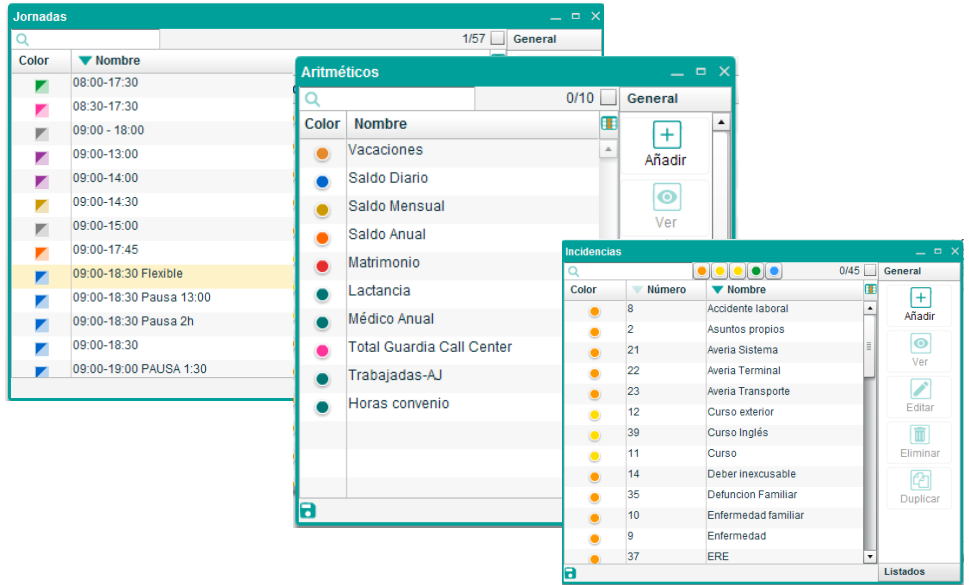
Shifts

Schedules

Shift results

Arithmetics

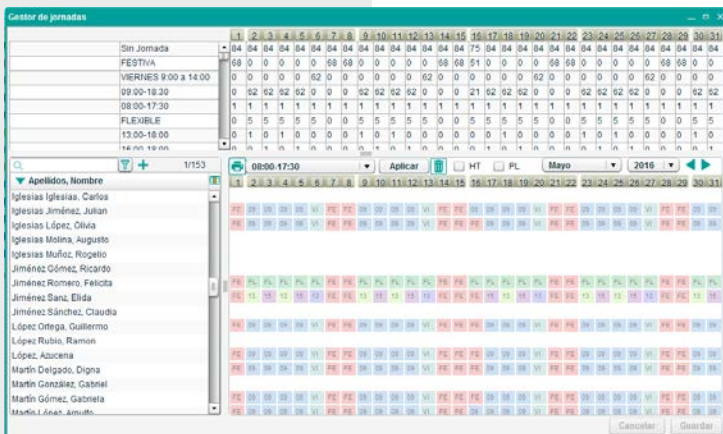
- Vacation calculation
- Calculation of balances
- Advanced Calculations



- **EMPLOYEES ENROLL:** The application has its own employees manager where they can manage all the staff. For each employee has a form with different sections where you enter personal and professional data, time and attendances monitor and access permissions with optional modules such as netPortal. As employee attendance features, indicates the timetable assigned codes of incidence to be used, in which readers can clock times, location within the hierarchy of the company and the particular annual maximum values, as may be necessary sometimes to calculate concepts such as annual leave.
- **EVENTS / REASONS FOR ABSENCE or TYPES OF TIME:** Represent the various states in which you an employee can be during working hours. The events are defined based on their type (presence or absence) and relation to productivity. They may justify absence in a day either partially or in full or several consecutive days. They also allow to count for time in non-ordinary activities without exiting the workplace, as in the case of in-housel courses, special jobs, union hours, ... Can be counted in different ways, generating worked time, recoverable time or reducing working hours.



- **SHIFTS:** Working time predefines the states in which employees can be found in different time zones established. Thus, each type of working hours may indicate periods of presence or absence of employees and the incidences enabled in each case. Shifts may be of any type, day, night, split, continued, with compulsory or optional breaks, ... etc. and can be create as many as necessary. Each shift also may have defined as many slots as required: compulsory presence flexitime, fixed and / or optional breaks.
- **SHIFTS MANAGER:** A tool that facilitates the management of day changes, through a monthly view of a set of employees and allows changes in the layer-time personal calendar in a simple and an overall profile.



- **SCHEDULES:** The work schedules are defined by assigning to each day of the year a shift.
  - **netTime** can define multilayer calendars. With an advanced graphical editor the administrator can define custom calendars assigning or modifying the intermediate layers required. For example in case of "local holidays" or changes to a personal calendar.
  - Graphical view of schedule. Different working hours are identified by different colors. In addition **netTime** instantly calculate annual work hours as assigned each day of the year.
  - Alternative shifts, for cases where can be variations regarding time in and out. **netTime** automatically assigns the appropriated shift.
  - Configuration of rotatory shifts from the definition of a schedule pattern.
  - Anticipated allocation of events. The days allocated are calculated considering that the whole day is affected by the incidence indicated if the employee does not clocking.
  - Temporary schedules assignment. Especially useful to allocate in an employee personal calendar that is displaced to another office that has a different schedule.

# Features Manager

## Results by template

- Templates of results (admission permit required)

## Events corrections

## Activities monitor

## Clockings (viewing and editing)

## Charts

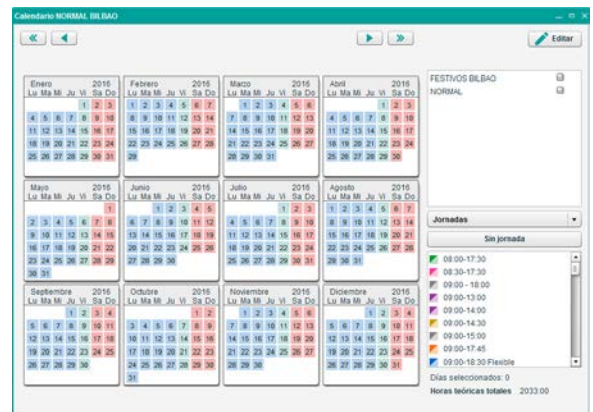
## Transfers between counters

## Personal Calendar

## Absence Planner

## Shift Manager

## Schedules Manager



Calcular resultados · INCIDENCIAS

Editar Guardar Cancelar

**Parámetros básicos**

Nombre: INCIDENCIAS es-ES 2

Nombre interno: INCIDENCIAS

Nombre corto: INCIDENCIAS

Mostrar:  Color

**Parámetros del resultado**

Discretizar el valor:

Discretización: 00:00

Máximo diario:

Mínimo diario:

**Orígenes**

Orígenes del resultado

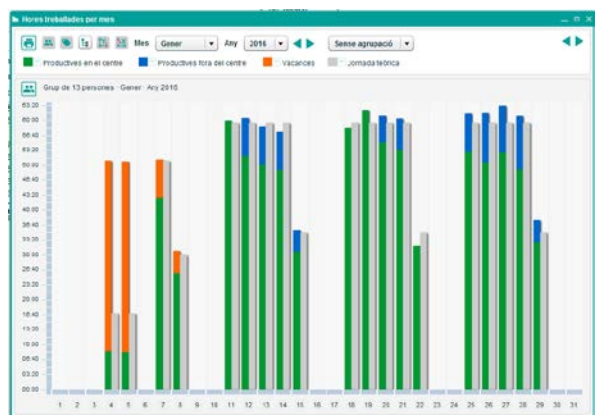
Orígenes del cálculo	Efect	Exced
<input checked="" type="checkbox"/> Productivas en el centro	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> Ausencias justificadas	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> No productivas fuera del centro	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> No productivas en el centro	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> Productivas fuera del centro	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> Ausencias no justificadas	<input type="checkbox"/>	<input type="checkbox"/>

- **CALCULATIONS:** **netTime** performs simple arithmetic calculations and consolidating the results into a single common environment.
- **RESULTS:** The results editor allows the system administrator to set the limits and conditions governing the implementation of the trade agreement, and manage the implementation of specific calculations based on these parameters. Closures can be set to zero values and / or make transfers to the next period.
  - Example, **netTime** manages the necessary rules to indicate excessive overtime, or considered "unpaid" hours posted on exceeding the limits of a particular incident or calculation.

- **MASSIVE ACTIONS:** Tool that acts on groups of employees in actions such as clockings allocations, shifts assignment, authorize time clocks to clock in/out, etc.
- **ATTENDANCE MONITOR:** Graphic real-time information on the status of presence or absence of employees, the movements during the day and, if excused absence, the reason for it.
- **TIME CLOCKS SETTINGS:** Sets the response that will deliver to the employees in different situations: Successful Clocking, Unauthorized time clock, and can also include information on values calculated by the application as the employee time balance or other value of interest.
- **OPERATION: netTime** offers advanced tools for data presentation. These allow the monitoring and managing of performance in an intuitive, graphic and extremely agile way.
  - **Movements:** It presents a graphical view of the clockings of a month with the values generated. Provides an immediate picture of the habits of each person. The administrator, with a single click, goes to a detail view where you can add or edit a clocking or an event.
  - **Employee management tool:** You can freely define different views of employee data, selecting the fields, the order and position.
  - **Schedule listing:** Represents any of the results defined of an specific period and workforce. Allows to customize the templates in creating lists that can contain information to be displayed.
  - **Events:** Shows an interactive listing of events, this tool allows the system administrator to correct any clocking events (odd clockings, missing clockings, etc).
  - **Charts:** Graphical and numerical ratios of presence, absence, productivity and annual results of each employee in the selected time period.
- **DATA IMPORT:** Powerful feature, that from a file in a delimited text format, allows to add mass or individual data from new employees easily..
- **EXPORT:** Tool that allows to keep an updated external database with the time and attendance information generated in netTime. Provides data exported in a text format archive or OleDb Access.
- It automates the export process using templates that establish the period of implementation (regular, daily, weekly, monthly or fixed day), the format of the data (dates, times, counters, etc..) And information that is exported (data of employees, performance schedules, attendance clockings, and access clockings).

Detalle Vacaciones IL TEST SPECISA  
Desde 01/05/2016 hasta 22/05/2016

Fecha	Fecha fin	Vacaciones	Vacaciones (Valor inicial)	Vacaciones (Disponible)	Vacaciones (Acumulado)	Vacaciones (Traspasado)	Vacaciones (Caducado)
10006 - Blanco Garcia, Victorino 01/05/2016	22/05/2016	-	-	-	-	-	-
10007 - Blanco Serrano, Fabio 01/05/2016	22/05/2016	-	216.30	216.30	-	-	-
10012 - Alonso Navarro, Jose 01/05/2016	22/05/2016	-	-	-	-	-	-
10020 - Castro Sanz, Angel 01/05/2016	22/05/2016	-	216.30	216.30	-	-	-
10045 - Alonso Romero, Santa 01/05/2016	22/05/2016	-	216.30	216.30	-	-	-
10050 - Delgado Dominguez, Ileana 01/05/2016	22/05/2016	-	216.30	216.30	-	-	-
10052 - Blanco Marin, Haydee 01/05/2016	22/05/2016	-	-	-	-	-	-
10060 - Delgado Jimenez, Henry 01/05/2016	22/05/2016	-	-	-	-	-	-



## Reports

### Templates

- Daily
- Weekly
- Monthly
- Yearly
- Accumulated

### Users' Template








#### User filters

- organizational tree
- by results
- by anomalies
- by employee data

#### Listings features

- Ordination
- Agrupación
- Format
  - PDF
  - Excel

# netTime5 requirements

	<p><b>The software installation is done on a single computer and includes:</b></p> <ul style="list-style-type: none"> <li>* netTime5 Program.</li> <li>* Database engine (SQLite) integrated.</li> <li>* Integrated Web Server.</li> </ul>
	<p><b>The installation and operation of netTime5 requires:</b></p> <ul style="list-style-type: none"> <li>* Microsoft .NET Framework v 4.5.1.</li> </ul>
	<p><b>Memory:</b></p> <ul style="list-style-type: none"> <li>* From 4 GB and 2 Cores.</li> <li>* Be taken into account also the memory required by the OS and any other software on the machine.</li> </ul>
	<p><b>Connectivity with terminals and computers of users:</b></p> <ul style="list-style-type: none"> <li>* <b>Terminals:</b> are connected to netTime through the net via a TCP open port, by defect 8092. Besides, if it's necessary telecharge or update the firmware it requires port 2000 UDP.</li> <li>* <b>Users:</b> connected to netTime through a web browser, using a TCP open port. By default 8091 and 8094.</li> </ul>
	<p><b>Operating Systems supported</b></p> <ul style="list-style-type: none"> <li>* <b>Windows 10</b> (32-64 bits).</li> <li>* <b>Windows 7 SP1</b> (32-64 bits).</li> <li>* <b>Windows Vista SP2</b> (32-64 bits).</li> <li>* <b>Windows 8</b> (32-64 bits).</li> <li>* <b>2008 Server</b> (32-64 bits).</li> <li>* <b>2012 Server</b> (32-64 bits).</li> <li>* <b>2016 Server.</b></li> </ul>
	<p><b>Users computer for netTime5:</b></p> <ul style="list-style-type: none"> <li>* Compatible Browsers: MS Explorer 9.x, Mozilla Firefox 3.x, Google Chrome.</li> <li>* Adobe Flash Player support.</li> <li>* Minimum screen resolution: 1024 x 768.</li> </ul> <p><b>With "Portal of Employee" HTML:</b></p> <ul style="list-style-type: none"> <li>* Compatible Browsers: MS Explorer 11, Mozilla Firefox 3.x, Google Chrome.</li> </ul>
	<p><b>Registration and Activation netTime5 and Terminals:</b></p> <p><b>Internet:</b> <u>Recommended method.</u> From any computer with internet Access.</p> <p><b>By phone:</b> Call 902 30 30 03.</p>

# netTime5 Modules

<b>DOOR OPENER</b>	Optional module for Time and Attendance that provides management functionality for opening doors.
<b>PORTAL</b> (Single Sign-on; Remote clocking)	Optional module for Time and Attendance that allows authorized employees request clockings corrections, absences and planning, for further validation by a superior
<b>ACCESS CONTROL</b>	Application to determine access to areas or perimeters using advanced controls as antipassback, step tracking, control capacity, maximum stay time in zone, etc..
<b>VISITS</b>	Optional Module for Time and Attendance and / or Access Control, which allows control and monitoring of visitors received by the company.
<b>ACTIVATIONS</b> (sirens, disconnect devices, access released)	Optional Module for Time and Attendance and / or Access Control, which allows management of planned actions for the activation and deactivation of a relay. Examples: siren turn on, alarm triggers, etc..
<b>NOTIFICATIONS</b>	Included Module for Time and Attendance and / or Access Control notifying the user if there are alarms on the terminals, if there are anomalies in the system or if there are requests for planning.
<b>IMPORT EXPORT</b>	Included Module for Time and Attendance and / or Access Control that allows the import and export of information from/to netTime with other software applications (HRMS, ERPs, payroll).
<b>SPECDriver</b> (Enrol Procedure, Reading and scanning of documents)	Optional Module for Time and Attendance and / or Access Control and Visits allows employee enrolment via the capture of fingerprints and / or cards, also allows reading / scanning of ID cards / Passport.

## References:

### NT5H-5

- ★ netTime, 50 employees, 5 users/administrators.

### NT5H-25

- ★ netTime, 250 employees, 10 users/administrators.

### NT5H-50

- ★ netTime, 500 employees, 10 users/administrators.

### NT5H-75

- ★ netTime, 750 employees, 10 users/administrators.

### NT5H-100

- ★ netTime, 1000 employees, 10 users/administrators.

### NT5H-150

- ★ netTime, 1500 employees, 10 users/administrators.

### NT5H-200

- ★ netTime, 2000 employees, 10 users/administrators.

### NT5H-X5

- ★ +50 employees additional for netTime.

### NT5-ADM1

- ★ +10 users/administrators additional for netTime.

