

Le\$\$ money than you think.  
More **POWER** than you can imagine.  
The System that grows with you.



**Automated Time  
Clock System  
NOVAtime 1000  
Small Business Edition**



**NOVAtime**<sup>®</sup>  
FEEL THE POWER

# Automated Time Clock System

## NOVAtime 1000

### Small Business Edition

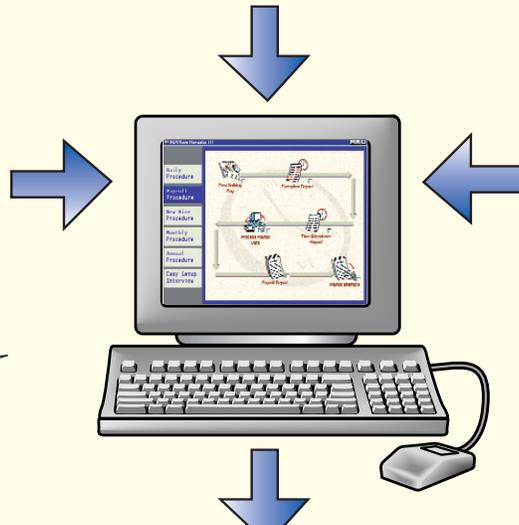
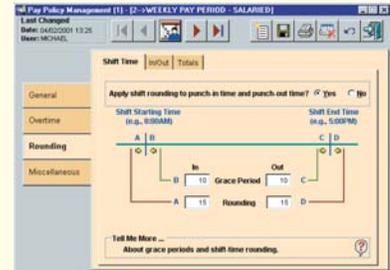


NT300 Time Clock

#### Employee Management



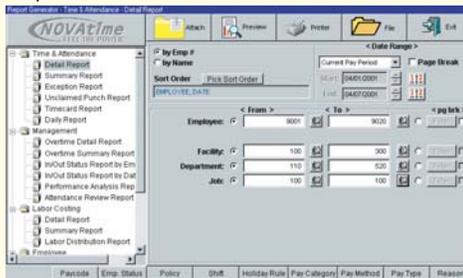
#### Pay Policy Management



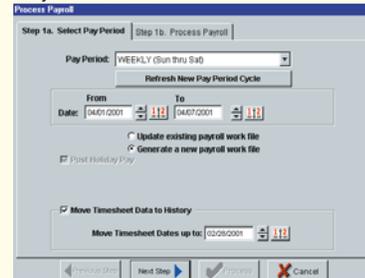
#### In / Out Board



#### Report Generator



#### Payroll Process



Export to Payroll

#### Timecard Report

SALDIVAR, BOB ID # 9004 02/07/2000 - 02/13/2000				
	In	Out	Hours	
Mon 02-07	07:59a	04:30p	7.50	
Tue 02-08	08:02a	05:03p	8.00	
Wed 02-09	08:02a	07:28p	10.50	
Thu 02-10	07:57a	05:03p	8.00	
Fri 02-11	07:45a	05:44p	9.00	
Sat 02-12				
Sun 02-13				
Total Hours:			40.00	
O.T. Hours:			3.00	

#### Performance Analysis Report

Employee: 9001   MURPHY, MARY   Policy: 2   Shift: 2   Holiday: 1									
Schedular Vs. Working Hours					Missing Time				
Description	Hours	%	Description	Hours	%	Count	Description	Hours	%
Scheduled Hours	200.00	100.00	Fanny	7.5	0.29	3			
Working Hours	495.75	95.34	Long Meals	15	0.05	1			
Absent Hours	24.25	4.99	Early Out	15	0.05	1			
Over Scheduled Hours			Total Missed Time	30					

Employee: 9004   SALDIVAR, BOB   Policy: 2   Shift: 4   Holiday: 1									
Schedular Vs. Working Hours					Missing Time				
Description	Hours	%	Description	Hours	%	Count	Description	Hours	%
Scheduled Hours	500.00	100.00	Fanny	15	0.05	1			
Working Hours	538.50	103.49	Long Meals	15	0.05	1			
Absent Hours			Early Out	15	0.05	1			
Over Scheduled Hours	38.50	3.99	Total Missed Time	30					

#### Employee Listing Report

Employee	Pay Method	Hire Date	Last Review Date
9001   MURPHY, MARY	Salaried	08/10/1992	08/10/2000
9003   CISNEROS, JOHN	Hourly	05/10/1999	05/10/2000
9004   SALDIVAR, BOB	Hourly	06/24/1999	06/24/2000
9006   VILLA, JULIE	Salaried	08/08/1994	08/08/2000
9002   DAVIS, MICHAEL	Salaried	08/07/1995	08/07/2000
9005   BALISTRERI, JOE	Salaried	08/05/1996	08/05/2000
9010   BOWLING, JENNIFER	Hourly	07/13/1999	07/13/2000
9007   GOODMAN, EDWARD	Hourly	05/26/1999	05/26/2000
9008   REILLY, JENNY	Hourly	06/18/1999	06/18/2000
9009   JOHNSON, ANNA	Hourly	05/10/1999	05/10/2000

### System Features

- 100 active employee capacity
- Unlimited multi-user network access
- Employee names can be displayed at the time clock
- System Navigator to guide you through the daily, payroll, monthly and annual procedures
- Allows you to track Employee Benefit Hours including: vacation hours, sick hours, etc.
- Warning at the timesheet if an employee exceeds their benefit allotment
- In / Out Board to display employee current In / Out status
- Powerful and flexible Report Generator with export capability
- Includes interfaces to most payroll services (e.g., PayCor, ADP, PayChex, etc.)
- Fully upgradeable to unlimited employee package

### System Requirements

- IBM PC compatible computer with Pentium II 166 CPU or better.
- At least 64 megabytes of RAM size (recommend 128 megabytes or more).
- Minimum of 100 megabytes of hard drive space.
- At least SVGA 800 by 600 pixels screen area display.
- One available serial communication port.
- Microsoft Windows 95 / 98 / 2000 / Millennium Edition / NT Workstation 4.0 Service Pack 5 or above.
- Microsoft Internet Explorer 4.0 or above (for HTML on-line help).