

Time and Attendance



A Division of Insured Solutions

It's about time. Eliminate double entry so your data gets to payroll in record time. SourceOne payroll platform is a powerful time and attendance tool. It can stand alone, or it can be included with the SourceOne Enterprise Suite.



System conciseness brings efficiency to critical workforce management tasks. With every meaningful click, return on investment is increased through eliminated redundancies and time reallocation.

Our platform is a user-friendly, robust enterprise system. Its extensive functionality includes:

- **Accurate tracking**
- **Auto-populate holiday**
- **Employee self-service**
- **Employee scheduling**
- **Exception tracking**
- **Flexible pay rules**
- **Job costing**
- **Manager self-service**
- **Mass-edit capabilities**
- **Real-time notifications**
- **Pay categories**
- **Time-off request tool**

Time and Attendance (cont'd)



A Division of Insured Solutions



Use Time Capture in tandem with SourceOne Payroll Platform to:

- Embrace a single employee record from hire to retire.
- Produce uniform reports within a single report writer.
- Access one database, one record for Payroll, HR, and Time and Attendance.
- Ensure critical compliance.
- Guarantee data integrity.
- Reduce operational time and costs.
- Increase efficiency.
- Eliminate traditional "bolt-on" applications and uploads.