#### Rota, Time & Attendance An intuitive scheduling tool designed for SMEs





#### Save time with an easy-to-use system & create and share rotas in minutes - not hours

- Convenient drag & drop functionality
- Save rota templates to use in future weeks

# Record staff availability in one place & seamlessly communicate any new updates with your team

- Replace current manual processes for recording staff availability
- Allow your team to submit their own availability
- Choose to go paperless, or print your rota if needed

### Improve visibility across your business & capture people's start and finish times accurately

- With the intuitive TimeClock, your team can clock in & out in a flash
- Monitor lateness & absence
- Automatically generate timesheets

# Remain compliant by capturing & storing timesheets electronically

- Eliminate manual processes with a central place to record, review and approve your people's worked hours
- Use this accurate reference point to record your people's information on your payroll system & ensure your team are paid correctly

