

# Workforce Management Suite™

Combining time and attendance features with advanced scheduling services provide a powerful and seamless solution for timekeeping and workforce management.

## The Power of a Suite

Bundling TimeWorksPlus (time & attendance) with TimeSimplicity (advanced scheduling) in a single product yields benefits for employees, supervisors and payroll/HR managers.

### Common Employee Data

Employee profile information is common to both timekeeping and scheduling services with profile adds, updates and deletes unified for all workforce management activities. A common data record with no outdated duplicates.

### Single Sign-on Access

With just one login, users have access to features and activity screens using a web browser or the mobile app.

### Combined Visibility

Managers creating schedules have visibility to vacation requests, sick leave, PTO and accrued balances for each employee. Time-off requests can be accommodated when creating complex schedules.

### Labor Management Insight

Combined schedule data and actual work hours provide business insights for planned versus actual. See the impact of overages or coverage gaps with schedule deviation analysis.

#### TimeWorksPlus

- Accruals
- Approvals
- TimeWorksPlus Mobile App
- Punch API

#### TimeSimplicity

- Advanced Scheduling
- Cut Over-Staffing
- Best-fit Employees
- ESS & Mobile Alerts
- Compliance Tools

ALL FEATURES INCLUDED IN  
Workforce Management Suite™

## Workforce Management Suite Features

**Timekeeping** — Includes all features of TimeWorksPlus including punch tracking, job costing, time-off requests, time card approvals and accruals.

**Scheduling** — Advanced features for dynamic, multi-shift schedule management. Create complex schedules accommodating employee preferences, required skills, labor law constraints and much more.

**Intelligent Clocks** — Take advantage of smart clock technology with employee interaction options based on state and customizable business rules. Eliminate missed or duplicate punches, track meals and breaks, and collect job cost and status data.

**Employee Self-service** — Employees see schedules, get reminders and have access to shift trade boards as well as time cards, timeoff requests and PTO balances.

**Compliance** — Schedule for required coverage or skills and collect compliance data required for reporting or audit.