

TIME · ATTENDANCE · OVERTIME

Time Attendance

Shifts, Rosters & Overtime, Calculated

Maintain intricate working rules, time shifts and rosters, calculate work hours and overtime automatically, and pass the results straight to payroll. No more manual calculations.

Automatic

OT, no-pay and late calculation

3 device types

RFID, fingerprint and face

Multi-company

Branches, departments & categories

Since 1998

Local implementation & support

Time Attendance Features

1 Simple To Manage Attendance

Paper-based attendance is out the door. Access the time record of all employees anytime, from anywhere, with an easy online attendance sheet and time card.

3 Overtime & Work Hours

Work hours and OT are always accurate, so no time is wasted when it comes to paying your employees.

5 Complicated Rosters

Build and manage complex rosters across shifts, departments and locations without manual effort.

7 Online Attendance Monitor

Monitor attendance as it happens across every branch, from a single screen.

2 Rule & Shift Configuration

Define intricate work rules and time shifts in a few minutes, customised to fit your business needs.

4 OT Approval & Tracking

Overtime rules are customisable and calculated in real time. The OT approval process systemises verification.

6 Leave Policy Management

User-definable leave types - annual, casual, medical, short leave - customised to your company policy.

8 Biometric Reader Integration

Data captured from fingerprint, face or RFID readers downloads directly for calculation. Never enter data twice.

Auto Calculation & Reports

9 Customised Overtime

OT normal, OT double or user defined - calculated automatically to your rules.

10 No Pay & Leave

No-pay days and leaves calculated without manual working.

11 Late & Early Departure

Late deductions and early departures captured and calculated automatically.

12 Reports

Head count, absentees, overtime, late attendance, leave summary and many user definable reports.

ONE SYSTEM, END TO END

From clock-in to payslip, automatically

Biometric Readers

RFID card, fingerprint and face recognition devices

AccSoft Payroll

OT, no-pay and late deductions flow into the salary run

AccSoft HR

Leave, approvals and employee records in one place

Built for Sri Lankan Companies

- ✓ Multiple companies, departments and job categories in one system
- ✓ Attendance consolidated across multiple locations for payroll processing
- ✓ Any other user definable working rules configured to your operation
- ✓ Suitable from small offices to factories with thousands of employees
- ✓ Local support in Sinhala and English by phone, remote access or visit

Request a Demo

Pricing depends on employee count and the devices you need. Basic package starts at USD 4. Works with your existing RFID, fingerprint or face recognition readers.

Call 0777 554 225

accsoft.lk/time-attendance/ · support@accsoft.lk