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**BENEFITS OF  
COMBINING  
TIME CLOCKS +  
ONLINE SOFTWARE**

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# THE BENEFITS OF USING **ONLINE SOFTWARE** WITH TIME CLOCKS

## A COMPLETE EMPLOYEE TIME CLOCK SYSTEM



Employee time clock software helps to accurately process employee time, automatically

perform calculations, and apply payroll rules for daily or weekly overtime and regular hours. "Cloud-based" or "online" time clock software is accessible anywhere there's a web connection. A big benefit of this type of time clock software is flexibility of when and how you do payroll. It's easy to process employee time for payroll when it's convenient and practically from anywhere.

You can prepare for payroll anytime, anywhere, because you're not manually tabulating paper timecards or tied to a PC running desktop software. Access to employee timesheet data, calculations and reports are available in real-time via the web. Online time clock software can also help you manage time tracking of employees that work in multiple sites such as a main office, another facility, or working in the field or at home.

### **Online Time Clock Software + Employee Time Clocks = More Benefits!**

Here's why there are even more benefits when you pair time clock software with physical time clocks....

"With online time clock software, I don't have to be by a calculator tabulating employee timecards. I can take care of payroll whether traveling or from home.

Before, it took me over an hour to do calculations and send to our payroll. Now it takes me 20 minutes."

- Annette D.  
Office Manager  
Jimmy's Food Store

Ready to discover the benefits? Request a no-risk, free quote

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# A TIME CLOCK IS AN EASY WAY TO REMIND EMPLOYEES TO **CLOCK IN AND OUT**

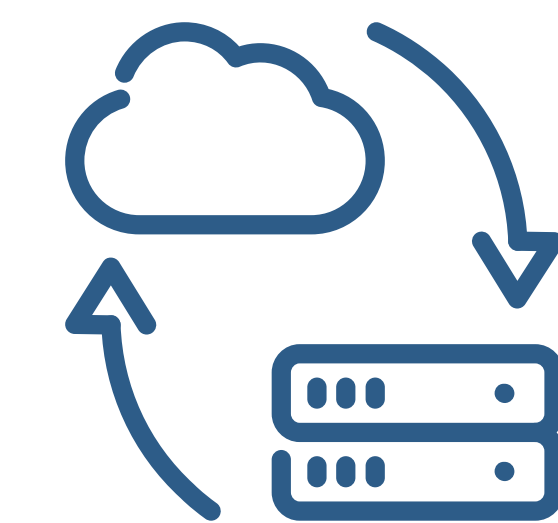
## EMPLOYEE TIME TRACKING USING A PHYSICAL TIME CLOCK WITH TIME CLOCK SOFTWARE IS ACCURATE AND RELIABLE



An employee time clock placed in a fixed location, like a break room or building entrance, ensures consistent recording of employee time punches. Depending on the time clocks you choose, you have options on how your employees clock in and clock out.



Employees can use a clock with the simple convenience of swiping a proximity badge, key fob or entering a personal PIN. Biometric time clocks offer individual fingerprint readers or face recognition scans for fool-proof identification and recording of employee time.



There is no need to worry if your network or Internet goes down, employees can still clock in and out because these clocks will record and store their time punches until the network is back up and synched again to the time clock software.

**“We’ve used software only for employee time tracking, but employees forgot to clock in – they just didn’t think about it. It’s more simplified having them use a physical time clock with time clock software.”**

– Marc S. - All States Trucking

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# EMPLOYEES AND MANAGERS CAN ACCESS VITAL INFORMATION **AT THE TIME CLOCK**

EMPLOYEES LOVE IT WHEN THEY CAN REVIEW THEIR TOTAL WORKED HOURS. MANAGERS DO TOO



Physical time clocks connected to online time clock software allow employees and managers to view important data right on the screen.

Employees can review their time, paid time off (PTO) totals and other information on the clocks, as well as on the web or even mobile

smartphone apps! They can see their own time information without asking managers or HR how much time they've worked for the pay period.

The online software automatically polls the clock and seamlessly transfers employee punch data into the time clock software. Data are updated in real-time to and from the time clock.

This makes it easy for both employees and managers to get the most up-to-date information at any time. From there, payroll administrators can view,

edit, create reports, and integrate the data with their payroll system.

"Employees see their hours worked for the current pay period right on the time clock screen - I don't have to pull a report for them.

Now they are more aware of where they're at with their time."

- Calais V.  
Payroll Manager  
Hutch Management

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# USING BIOMETRIC TIME CLOCKS & SOFTWARE TOGETHER CAN **ELIMINATE EMPLOYEE TIME THEFT**



PCFACE



PCTOUCH

## **BUDDY PUNCHING IS WHEN EMPLOYEES CLOCK IN AND OUT FOR EACH OTHER, RESULTING IN LOST LABOR COSTS**

An employee time clock that utilizes biometrics can eliminate buddy punching.

A biometric device like Lathem's PCTOUCH fingerprint reader and PCFACE face recognition time clocks, corrects the big problem of buddy punching. PCFACE's dual camera system performs a 3-D analysis of the 60 facial points that are unique to each employee, so there's no mistaking one employee for another. Employee facial points are recorded and stored as data algorithms in the time clock, so facial data cannot be reproduced as a photographic image.

Eliminating buddy punching can potentially save companies tens of thousands of dollars in lost wages.

The HR Daily Advisor reported an independent survey of 1,000 employees revealed 16% admitted to clocking in for a colleague.

With more than \*78 million hourly workers in the American workforce if 16% of them added 15 minutes to a coworker's timesheet by buddy punching, this would add more than \$373 million to the annual American business payroll bill.

(\*U.S. Bureau of Labor statistics)

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# CONTACTLESS TIME CLOCKS **REDUCE THE SPREAD OF GERMS AND VIRUSES** IN THE WORKPLACE



Hygienic. No Touching Required

## CONTACTLESS DEVICES HELP TO ELIMINATE THE SPREAD OF ILLNESS IN THE WORKPLACE

With paper timecards, apps, kiosk, or even the PC, employees are frequently touching devices to clock in and out several times each day. With time clocks such as face recognition or

proximity badge swipe, there is no need to touch the clock.

Lathem's PCFACE time clock has an auto punch mode that quickly identifies employees through contactless face recognition.

Employees simply stand in front of the clock, and it verifies the employee's face in seconds while recording their time punches. There is no need for employees to touch the clock to punch in or out. FaceIN helps with social distancing, too, since there are no lines at the clock and it only takes seconds to clock in and out.

"Our workers don't have to touch the clock at all, which I recommend in these Covid 19 times.

The face recognition time clock is user-friendly and easy to use. It takes seconds to clock in, instead of having to wait in line."

- Larry E.  
Controller  
International Treescapes

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# YOU CAN CHOOSE TO USE PHYSICAL EMPLOYEE TIME CLOCKS AND MOBILE APPS TOGETHER



Some businesses need a physical time clock and a mobile app for employees in the field. The mobile app can be set up so that employees can only record punches if their smartphones have the GPS location recording enabled. Recorded GPS coordinates are sent to the PayClock online time clock software and convey the location of the device when the employee clocks in or clocks out.

You get mobile smartphone apps for employees, managers and admins for no additional charge

PayClock's mobile app also has many of the functions and features of the time clock software system.

Employees can clock-in / clock-out, view timecard totals, benefit time balances and even make time off requests. Managers can view employees in/out status, review and edit punches, approve / deny employee time off requests and more!

"The time clock system works great for employees that are remote. They can use the PayClock mobile app to clock in and out showing their GPS location. We know they are on the job when they clock in."

B. Dotson  
Manager  
Foreign Trade Service  
Inspections

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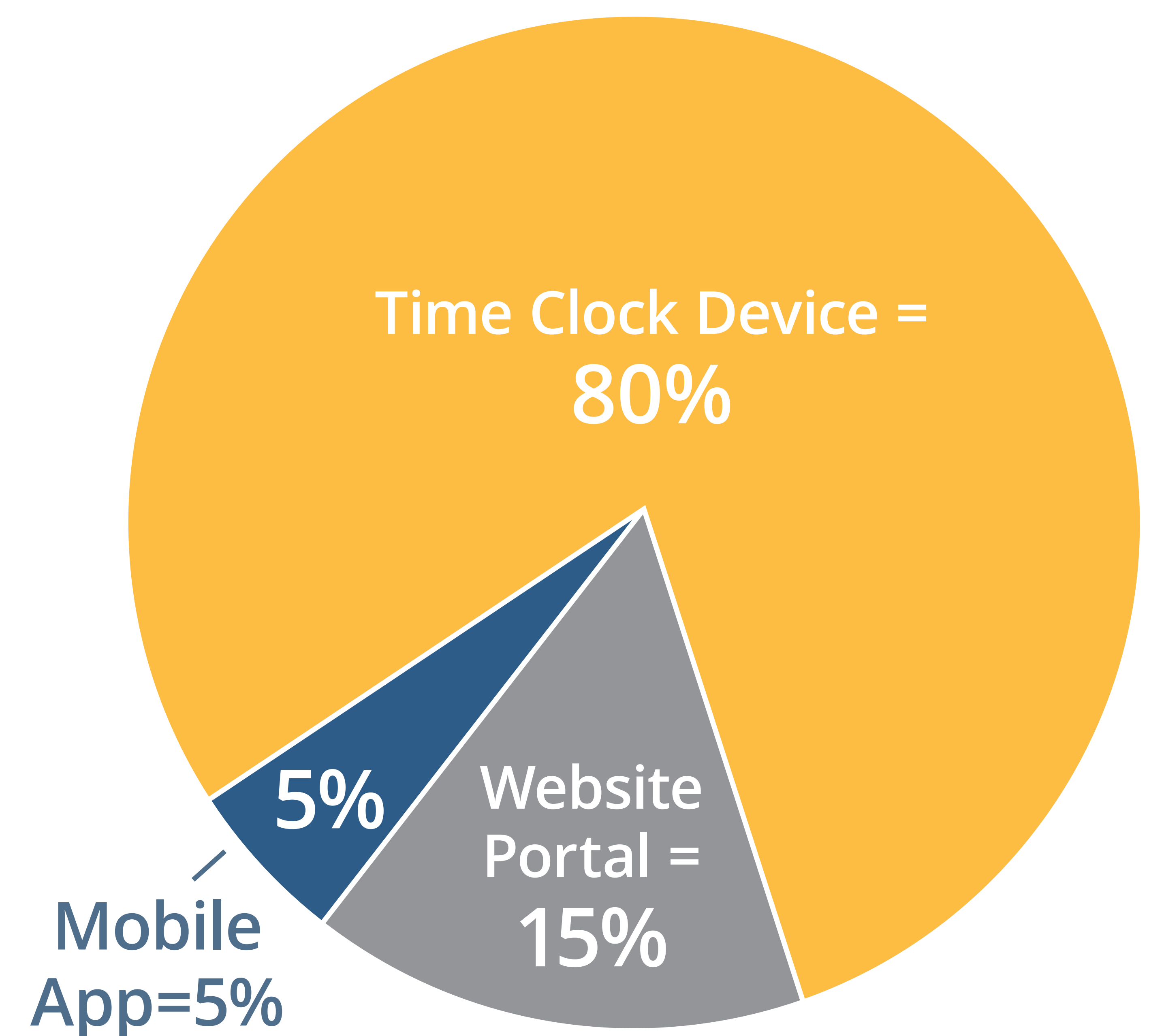
# EMPLOYERS **PREFER TIME CLOCKS** FOR THEIR EMPLOYEES PUNCHING IN OR OUT

**TIME CLOCKS ARE THE FAVORITE METHOD FOR EMPLOYEE TIME TRACKING BUT THERE'S OPTIONS FOR MOBILE APP AND WEB CLOCKING IN AND OUT TOO!**

Why businesses prefer a physical time clock device with online time clock software for employee timekeeping:

- Reminds employees to clock in & out
- Reduces employee time theft
- Easy access to information on demand right at the clock
- Helps to reduce spreading of illness in the workplace
- Options for employee time clocks along with free smartphone mobile apps

Employee Punch Sources for Time Clock Systems



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# PAYCLOCK TIME CLOCK SOFTWARE + EMPLOYEE TIME CLOCKS = EASY!



PayClock time clock software with Lathem time clocks is the easiest way to manage employee time and attendance.

With a PayClock employee time clock system, you can easily prepare payroll anytime, anywhere when it is convenient for you. Out of the office, working from home, at another location of your company, you have access to employee timesheet data, calculations, reports and more within the software.

PayClock exports employee hours and proper pay codes directly into payroll systems like QuickBooks, Paychex, ADP, and many others, making payroll processing fast and easy.

"The PayClock time clock software with a Lathem time clock makes things so much easier.

Because it's online I can monitor everything in between pay periods. It's been a life-saver for me."

Carole J.  
HR, Payroll & Benefits Manager  
The Sovereign Management Corporation

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# HERE'S WHAT CUSTOMERS SAY ABOUT THEIR PAYCLOCK TIME CLOCK SYSTEM



"It easily interfaces with QuickBooks and it's very user friendly. We love the face recognition time clock. The system saves me 30 minutes now every time I process payroll."

Trenton B., Head of Accounting and HR  
B&R Dental Laboratory



"I like that it is very easy to manage. It's very reliable and it captures everything in real time."

Darla D., Manager  
United Water Restoration Group Inc.



"I love that I can access it from anywhere even from my phone! I have four time clocks linked to PayClock giving me easy access to all of my locations."

Janet P., Director of Operations  
Hampton Inn Youngstown-West I-80



"The time clock and online system are very simple to use. Lathem's support is outstanding and it is a very good value for the price!"

Ginette C., Regional Director  
Manpower

Ready to discover the benefits? Request a no-risk, free quote

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# PAYCLOCK TIME CLOCKS



## PCFACE

Biometric  
Face Recognition  
Time Clock



## PCTOUCH

Biometric  
Fingerprint Reader  
Time Clock



## PCPROX

Touchscreen, WiFi,  
Power Over Ethernet  
& Proximity Badge  
Time Clock



## PCEXPRESS

Touchscreen &  
Proximity Badge  
Time Clock

Ready to discover the benefits? Request a no-risk, free quote

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# Employee Time Clock System



Free Mobile Apps

Online Software

Time Clocks

Ready to discover the benefits? Request a no-risk, free quote

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Time & Attendance Simplified

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## NEXT STEPS:

If you are ready to learn more about the benefits of a PayClock employee time clock system. Request a quote. A Lathem rep will share the available options and prices to fit your specific needs with a no risk, free consultation.

Click Here



**Get a Quote**



**[www.lathem.com](http://www.lathem.com)**

404-691-0400

Atlanta, GA USA

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