

# Time and Attendance Module

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# Time and Attendance



Time and Attendance demystifies the very complex nature of work shifts and schedules, work patterns, international time zones, global standards, labor laws, localization, holidays and compensation.





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Inaccurate recognition of work hours results into inaccurate payroll, and subsequently leads to employee unrest, complaints, and demotivation.



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When employees and managers are empowered to have control over their work and time arrangements, it can result to collaboration and higher productivity.

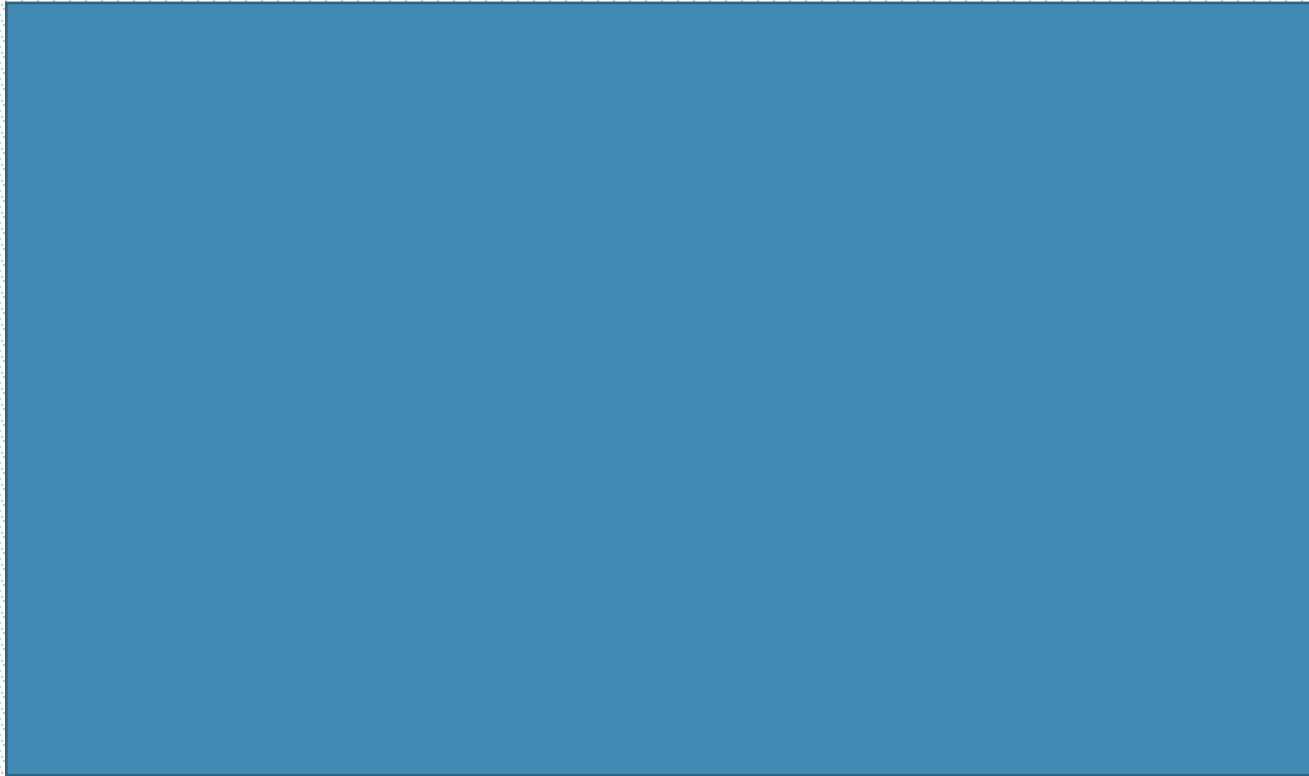


# Time and Attendance

1. Comprehensive Shifts and Work Calendars
2. Configurable Holidays
3. Movable Cut-off Periods
4. Multi-layered Overtime Rates
5. Supports Retroactive Adjustments
6. Online Filing of Leaves, OT, Change Shifts and Timelogs
7. Online Approval of Managers
8. Configurable Workflows for Approval Process
9. Tight Validations for Integrity and Control
10. Configurable Dashboard



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5. Retroactive Adjustments
6. Online filing of Leaves, OT, Change Shifts, Timelog Corrections
7. Online approval by Managers
8. Configurable Workflows for Approval Process
9. Strong Validation of Data
10. Configurable DashBoard