

*Optimize* your business  
by managing your **time**  
& attendance

Take a tour of **stratustime**®



# Welcome to **stratustime**

**stratustime** delivers decision-making analytics, including **time and attendance tracking, leave management, accrual calculations, scheduling, and more.**

**stratustime** automatically configures complex pay rules, company policies, and local, state, and federal labor laws, eliminating subjective policy interpretation.

Let's log in...



## Multi-language Support

Select your **language of choice** from the pop-up menu for multi-lingual work environments.

## System Messages

The log in screen is not only the place to log into our time system, but also **will display system messages** in the left-hand panel.

# Manager Dashboard

## Dive into workforce analytics

Move beyond the basics of time tracking with **customizable analytics and advanced KPI tracking.**



### Notifications Bar

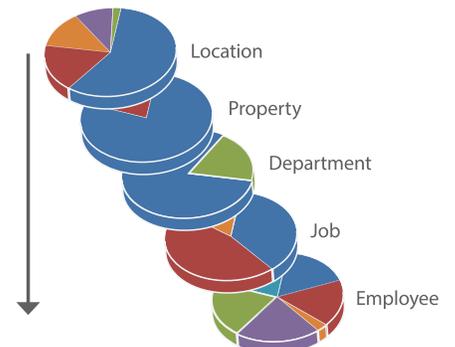
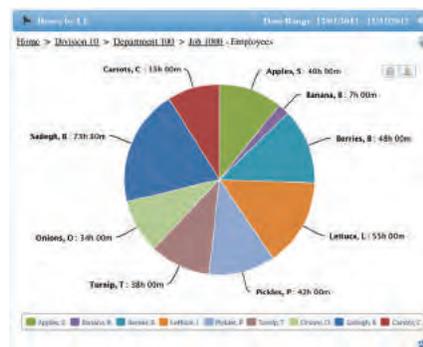
Icons in the menu bar **warn managers of exceptions and missing punches**, provide quick access, and leave managers with more time for managing employees.

### Labor Data Charts

Customizable interactive charts analyze labor data to help managers make informed workforce decisions by **identifying patterns and helping predict operational needs.**

### Drilling Down

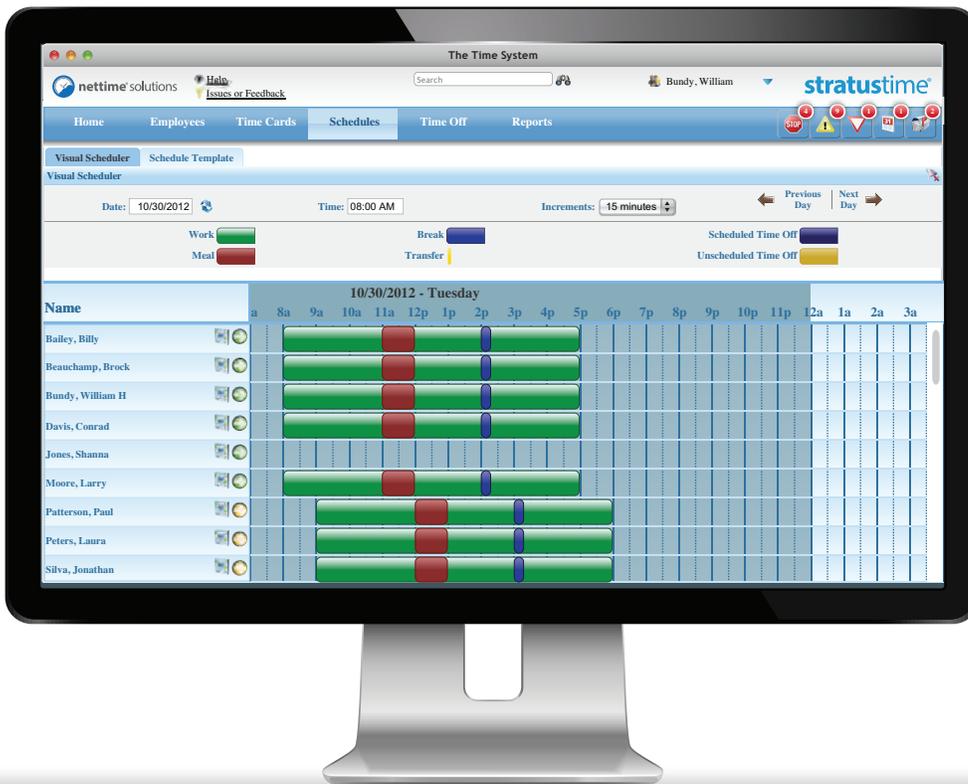
**Drill down into workforce data** to identify and solve problems before they happen.



# Visual Scheduler

## Generate schedules efficiently

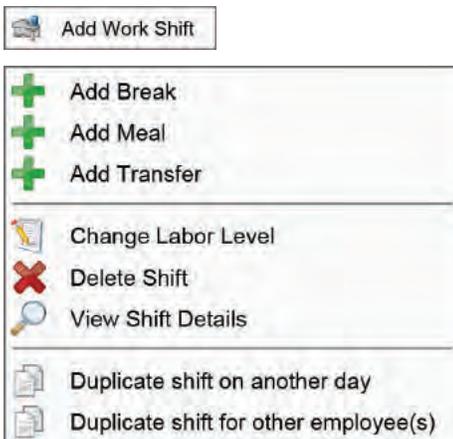
The visual scheduler helps generate schedules quickly and efficiently. Breaks and meals can be added and dynamically controlled by payroll policies.



Click and drag schedules to copy them from employee to employee for quick schedule assignment.

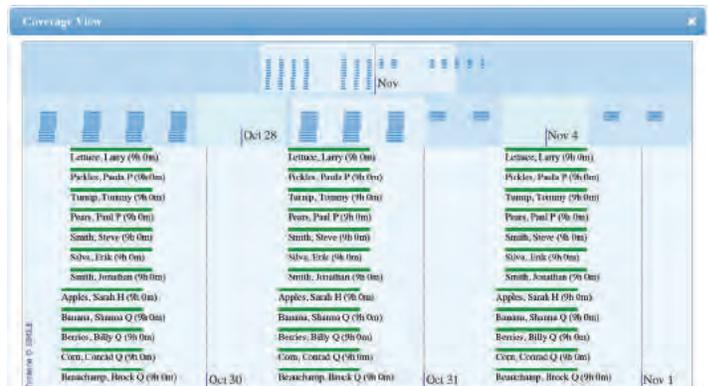
## Right Click

Visual scheduler fully supports **context-sensitive right click** to create a shift when the mouse is placed over a blank area of the timeline and to edit schedules when the mouse hovers over a shift.



## Coverage View

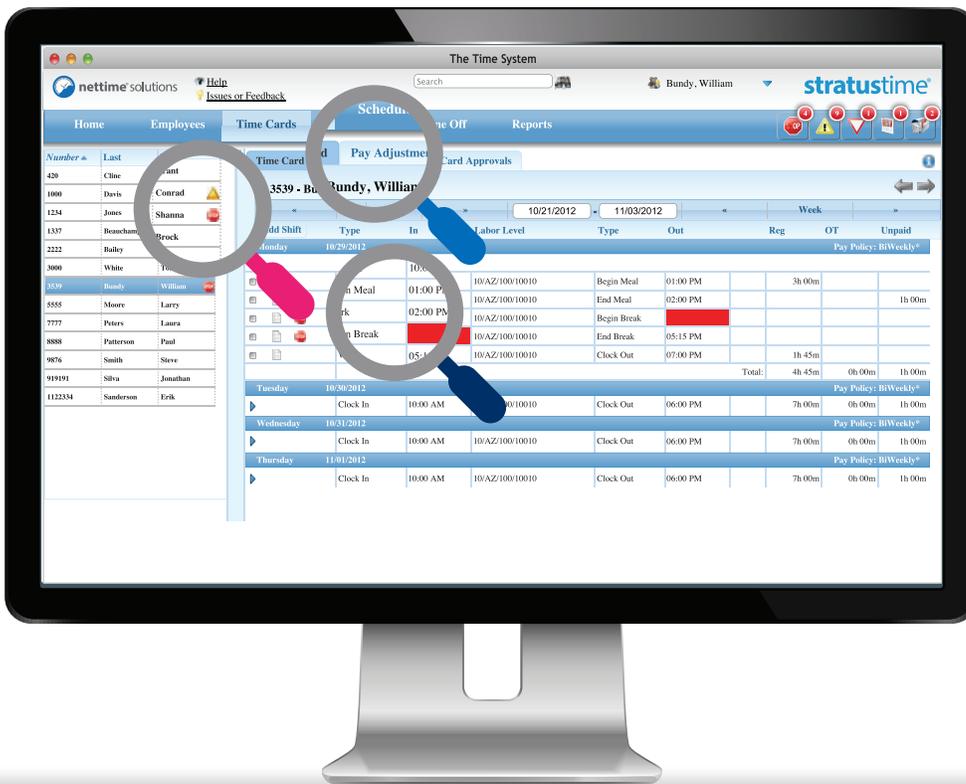
Use the **coverage view** to see schedules on a sliding timeline to quickly view the coverage of employees' scheduled hours by day, week, or month.



# Time Card

## View & edit time cards

Our next-generation application provides multiple ways to edit time cards.



**Notification Icons**  
Icons and colors help **quickly guide the manager** to what needs to be fixed.

**Convenient Tabs**  
Obtain quick **access to pay adjustments and time card approvals**.

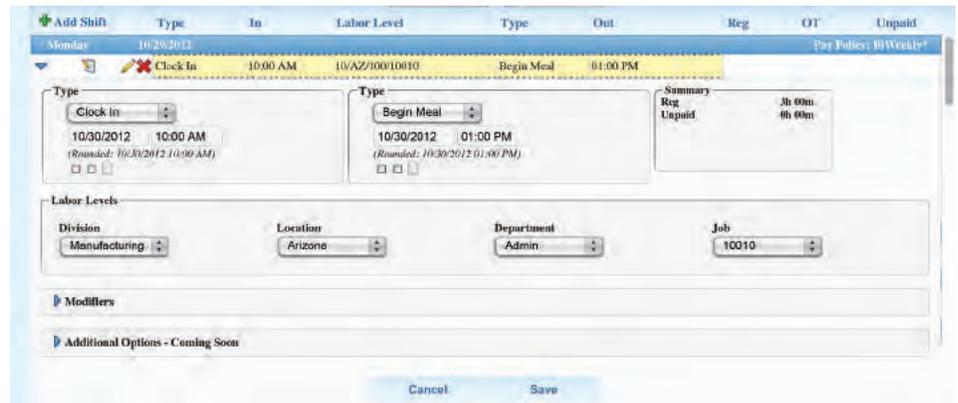
**Hour Summaries**  
View how much time an employee has **spent on a particular task or shift**.

## Double Click!

Make **quick edits** to a shift entry.



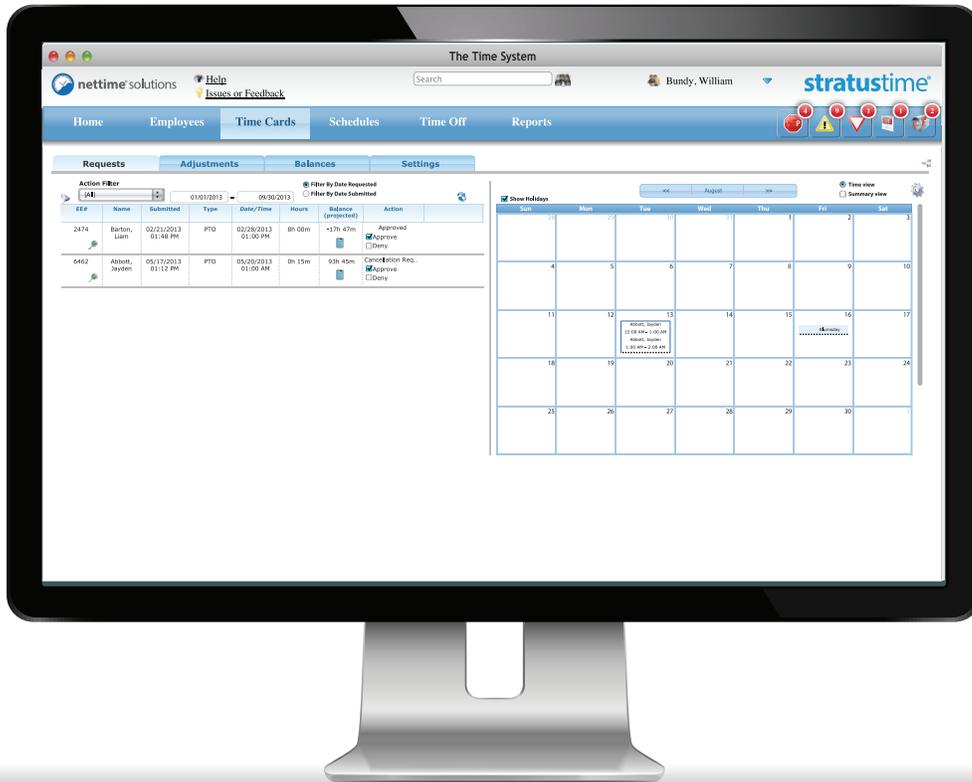
## Edit Entire Shift Record



# Manager Time Off

## View & approve time off requests

The split view of the manager time off dashboard compiles a **list of requests beside a calendar** showing who on the team has already been approved for time away from the office. Without leaving the page, **managers may ensure they have appropriate staffing** by fully or partially approving or denying their direct reports' time off requests.



# Organizational Chart

## View employee reporting structure

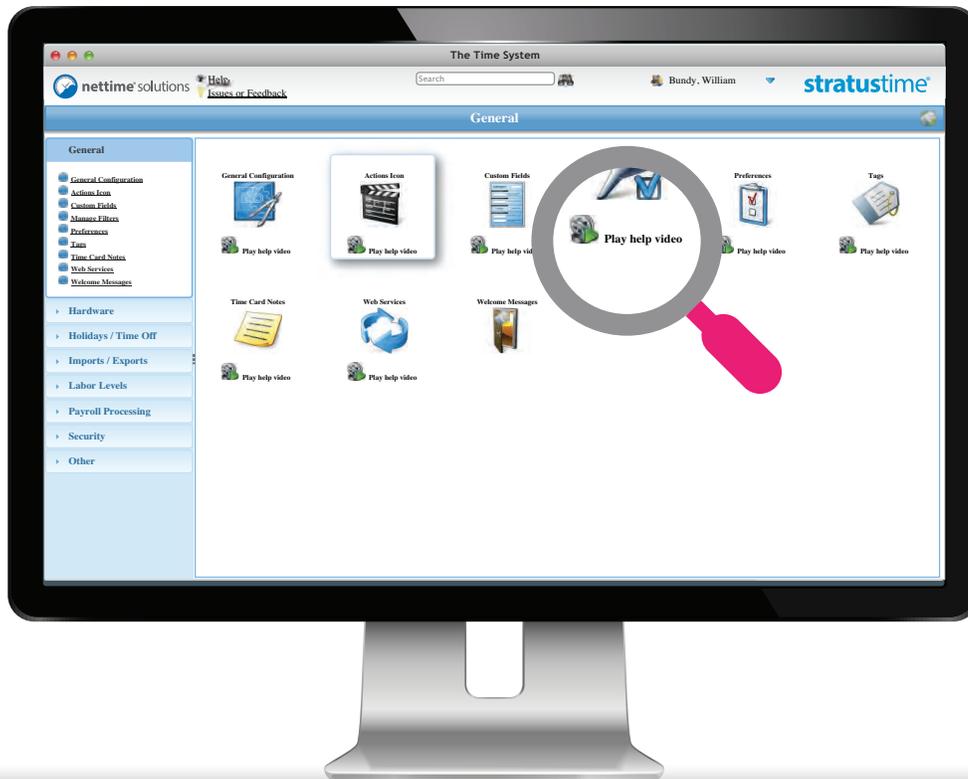
View the employee reporting structure through the organization chart view. **Clicking on each supervisor shows their respective direct reports.** Security can be integrated as part of the organizational structure.



# Help & Configuration

## Take advantage of stratustime's help resources

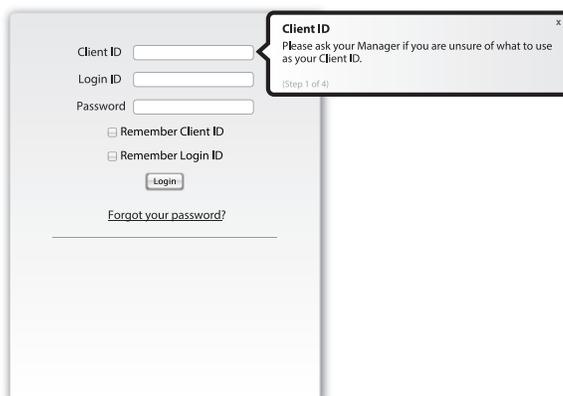
In-depth documentation gives detailed information about the reasons for and instructions in the use of features.



**Help Videos**  
Short **videos**  
demonstrate how to  
use various features.

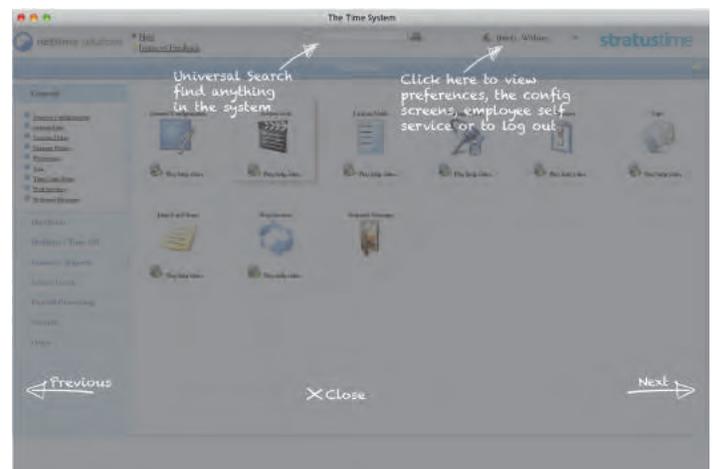
## “Walk-Me” Feature

The Walk-Me feature **assists the user in real time** while the system is being used.



## Screen Overlays

A series of **overlays** gives a **quick tour** of the system.



# Employee Dashboard

## Increase productivity with the self-service employee dashboard

Employees can **clock in and out, transfer between departments, check their hours, schedules, and accrual balances** using our self-service employee dashboard.



## Clock in and out

Employees can **clock in and out by buttons or by timesheets.**

### Buttons



### Timesheet



## View Schedules

**View schedules in calendar or list view.**

Employees can view their schedules by day, week, or month.



# Employee Time Off

## View time off accruals & request status

Clicking on the beach umbrella icon allows employees to view time off balances and, using the calendar view, look at who else on their team has requested time away from the office. After a request is made, management is alerted and can review, approve, or deny the request.



## Time off Request

When requesting time off, the **projected balance** shows employees if they have enough vacation time available for the date range of the request.

## Calendar

Employees can **responsibly schedule their time off** to ensure the team has sufficient staffing, which lifts the burden off their managers' shoulders.



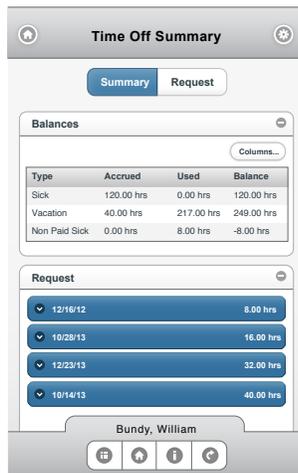
# Mobile Interface

## Accessibility for both employees & managers

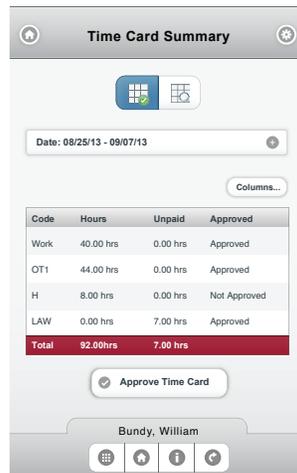
Our mobile website allows employees to **clock in and make time off requests from their smart phones** while out of the office. Built using HTML5 tools, the mobile site can be accessed by iOS, Android, Blackberry, and Windows phones **without needing to install an app**.



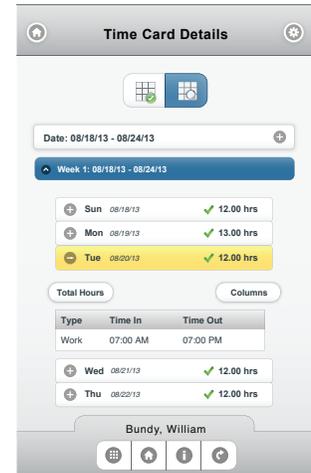
### Time Off Summary



### Time Card Summary



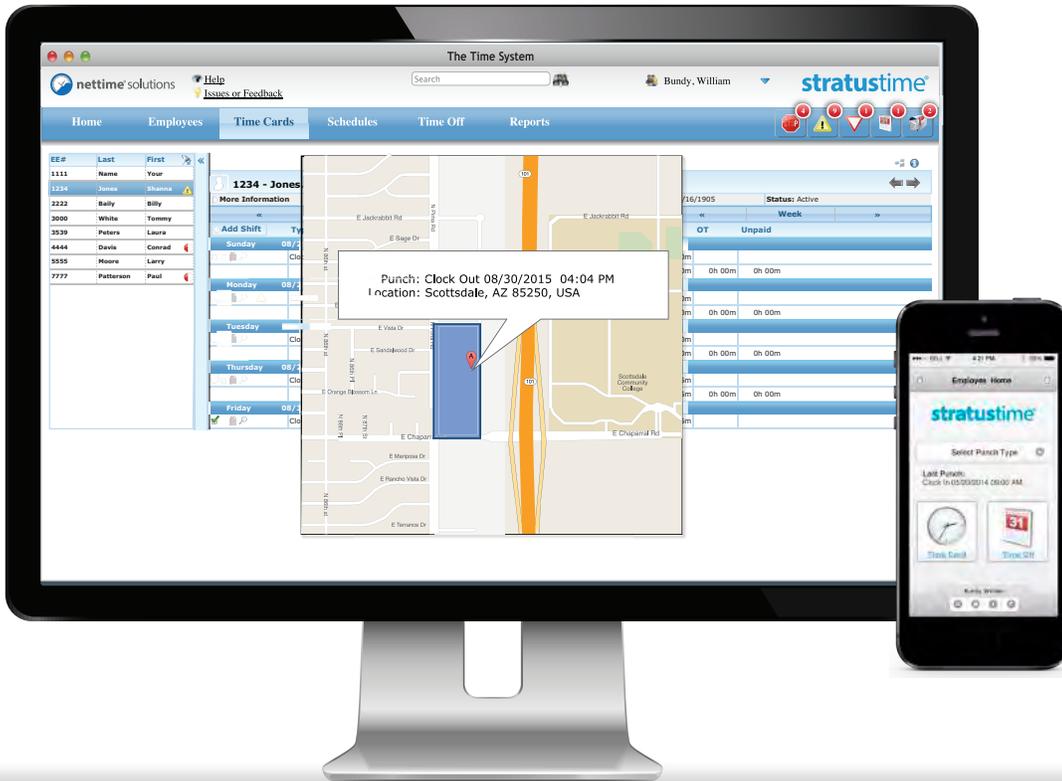
### Time Card Details



# Geolocation & Geofencing

## Reduce & eliminate time theft

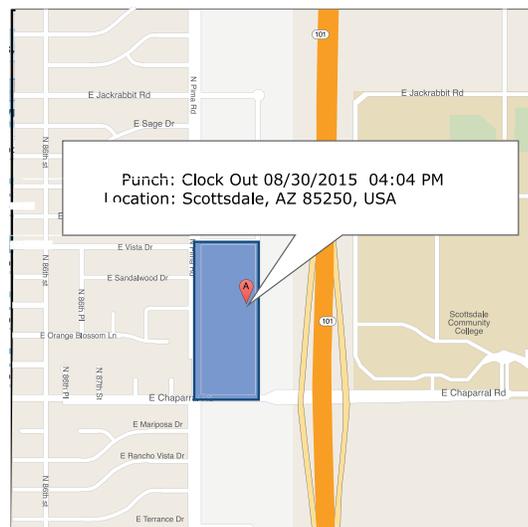
Geolocation can help organizations reduce and eliminate time theft by their mobile employees. The employee's **geographic location is recorded with their punch**. When clicked, the pin icon in their time card entry displays a map showing when and where they punched. Employers can also **set up geofences to ensure employees are clocking in and out from authorized locations**.



## Pin Icon & Geofence

The **pin icon** will appear on the map indicating where the employee has punched in.

Managers can create geofences from the manager dashboard by **entering in a specific location, or clicking and dragging directly on the map**.



# Let us help you take the next step

## We'd love to hear from you

Whether you have questions we can help answer, are looking to schedule a demonstration, or are ready to begin implementation, **we are here to walk you through options to solve your unique challenges.**



### Give us a call:

800.561.6366



### Schedule a demo:

<http://www.nettimesolutions.com/schedule-demo>



### Visit us on the web:

[www.nettimesolutions.com](http://www.nettimesolutions.com)



Read more about how other businesses have benefitted from moving to a time and attendance solution:

<http://www.nettimesolutions.com/clients/case-study>

### Or for additional information:

<http://www.businessnewsdaily.com/7885-best-time-attendance-system-small-business.html>

<http://www.softwareadvice.com/hr/nettime-profile/>



**nettime**<sup>®</sup> solutions  
cloud-based time and attendance