## Time Management



# TM

Save time spent calculating worked hours. Delegate the task of entering worked hours to your employees and managers.

Nethris simplifies the entry of worked hours.



# Manage worked hours with precision

Closely monitor worked hours by tracking in real time the statuses of timesheets; approve them quickly with a simple click. Or else, leverage the exceptional accuracy of the time tracking feature.



## No more disputes

Configure time management settings according to your business needs and apply them to all your employees. You will avoid many conflicts.



## Opt for ease

Transfer the entry of worked hours to managers or employees using electronic timesheets. Simply validate the worked hours and the system will automatically generate the payroll transactions!

## Time Management

## **Features**

#### **Timesheets**

Delegate the task of entering worked hours to your employees or managers using electronic timesheets. All you need to do is validate the data.

#### History

Timesheets will be stored for an unlimited time. This way, you can refer to all previous timesheets for a given employee, quickly establish what has already been accounted for and make corrections, if needed.

#### **Payroll transactions**

A perfect addition to your payroll processing, electronic timesheets will save you considerable time. In fact, once you approve a time report, the system will instantly generate all of the payroll transactions.

#### Hour types

You can create hour types according to your projects or needs. Time management monitoring is made easy through the production of reports according to hour type.

#### **Project number**

Another way of managing your various projects is by entering hours according to project numbers in timesheets. This task can be delegated to employees or managers.

#### Management rules

You can configure time management rules according to your company needs, and apply them to all employees and their work schedules. You will save considerable time and avoid conflicts with your employees.

#### Time tracking

The time tracking feature takes on the data import of compatible punch clocks and automatically applies business rules, allowing for the precise calculation of hours to be paid.



#### Discover the Nethris® Punch Clock

- Peace of mind when entering worked hours, with several entry modes (biometrics, RFID card and password)
- Easy data transfer of worked hours to Nethris Internet Suite
- Preferential rates

Talk to one of our representative!

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#### What is Nethris?

We are a Canadian company that has been helping SME owners across the country manage their businesses more effectively for over 40 years. We offer all-in-one cloud-based solutions for payroll, human resources, time and benefits management. Over 15,000 businesses of all sizes use our secure services.

#### **Choose Nethris today**

Talk to an expert at **1-888-650-6291**Send an email to payroll@nethris.com
Visit nethris.com/business-solutions

Already a client? Dial 1-877-244-2324.