

IMPAYROLL

Empowering Global Workforce Automation

Module: Attendance & Attendance Settings

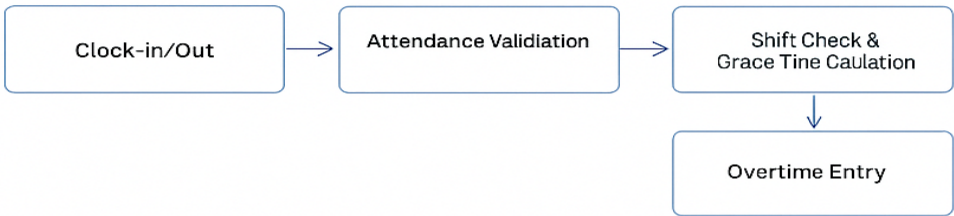
The Attendance & Attendance Settings module in IMPAYROLL is a smart, globally adaptable system that ensures accurate and automated tracking of employee attendance, shift alignment, overtime, and compliance with local labor rules. It serves as the cornerstone of workforce management, integrating seamlessly with the Shifts and Payroll engines to deliver end-to-end automation.

Attendance & Attendance Settings Module

Overview

The smart attendance firm - it's computer-friendly, adaptable - a well-comprehension tracking across multiple countries. Its provides comprehensive integration to ensure that attendance tracking across, multiple countries across regions, with a grange of reliability adaptability to global business needs. Including grace periods, overtime calculations, and regional, attendance policies.

Attendance Workflow



Attendance Settings

James Williams

October 2020

| | | | | | | |
|----|----|----|----|----|----|----|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |

19

8h 15m

| | | |
|-------|----------|--------------------|
| 902 | 178 hrs | 1 shoot time |
| 332 | 33 hrs | 2 minot 19.14 |
| Size | Priority | \$2 each (edit in) |
| Nesth | | |

Attendance Dashboard

Attendance Settings

Green Time

Overtime

Work Off

Fulltime

Storely

Addit

Autillition

All Set

Employee Attendance Record

Attendance Dashboard

| Start | End | Total time | M33 Enrolment |
|----------|---------|------------|---------------|
| 01:00 AM | 0:30 PM | 03 min | 22.100 |
| 3:04 AM | 0:30 PM | 50 min | 22.100 |

Attendance Settings

Jamens Williams Adolinesrate 0/2023 >

Janes: Wihvilliams

Clock In

Clock Out

History

6:30 PM

5:20 PM

Start Latte

Employee Attendance Record

1. Module Overview

The Attendance module is the foundation of IMPAYROLL's workforce intelligence engine. It captures, validates, and processes daily employee attendance data in real-time. This ensures organizations across multiple countries maintain compliance with local working time regulations while providing employees with transparency and reliability in their work-hour tracking. The module operates under a unified global logic layer that accommodates regional differences such as public holidays, workweek variations, and statutory overtime conditions.

2. Key Components

- **Attendance Dashboard:** A central hub where HR and managers monitor daily attendance status, late arrivals, absences, and overall workforce presence metrics.
- **Attendance Settings:** A configuration interface for defining company-specific attendance rules like grace time, overtime calculation methods, shift dependencies, and holiday exceptions.
- **Employee Attendance Record:** A detailed view for each employee showing clock-in/out times, shift adherence, and anomalies with color-coded indicators for punctuality or exceptions.
- **Integration Engine:** Links attendance logs directly to payroll processing, ensuring every hour, overtime entry, or leave deduction is reflected accurately in pay calculations.

3. Attendance Workflow

The system follows a consistent and automated workflow:

1. **Clock-in/Out Capture:** Employee attendance data is collected through biometric devices, web clock-ins, or API imports.
2. **Validation:** Entries are validated against assigned shifts and attendance rules to detect lateness or early exits.
3. **Grace & Overtime Calculation:** Grace time rules define allowable delays; overtime rules apply after thresholds are met.
4. **Shift Alignment:** Attendance records are cross-checked with the shift pattern for accurate compliance tracking.
5. **Payroll Integration:** Validated attendance data is seamlessly synchronized with payroll for precise wage computation.

4. Business Impact & Value

The IMPAYROLL Attendance module enhances business productivity and governance through:

- **Accuracy:** Eliminates manual time tracking errors, ensuring compliance and fairness.
- **Automation:** Reduces HR administrative effort by up to 70% through intelligent rule enforcement.
- **Scalability:** Supports multi-country and multi-company operations with flexible configurations.
- **Integration:** Direct linkage with Payroll and Shifts ensures consistency across workforce processes.
- **Insight:** Generates KPIs like attendance ratio, overtime trends, and workforce punctuality in dashboards and reports.

5. Future Enhancements

The upcoming roadmap includes advanced predictive analytics for absenteeism forecasting, integration with AI-driven workforce scheduling, and real-time geofencing attendance validation. These improvements will further empower organizations to optimize productivity globally.