

timeware[®] in the cloud: Features

timeware[®]
Time and Attendance Software

 **NMD³**
Hosting

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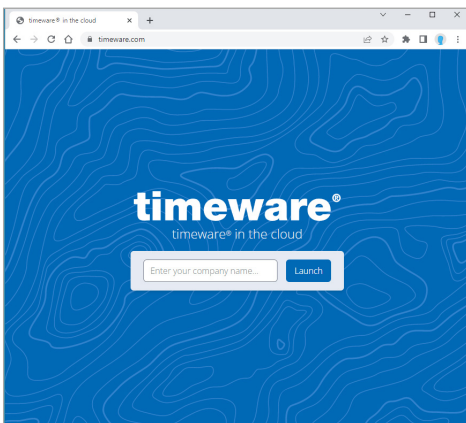
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Finish agenda

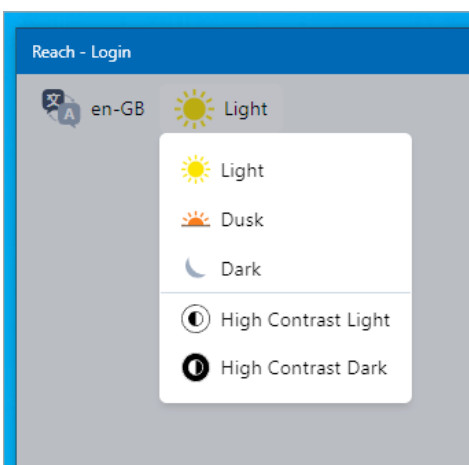
New standards

Highlights

1. Existing custom work will be re-written free of charge for customers covered by the timeware[®] managed service.
2. timeware[®] in the cloud has the 'look and feel' of a desktop app.

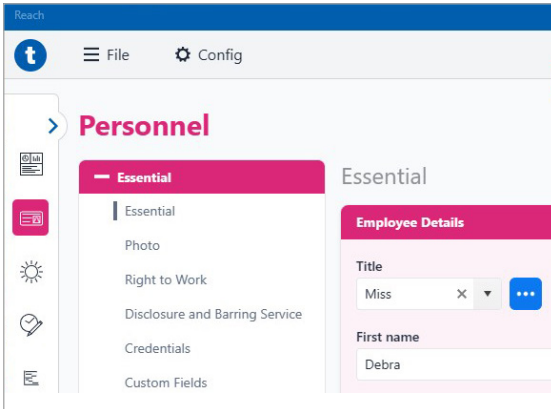


Access timeware[®] in the cloud from www.timeware.com

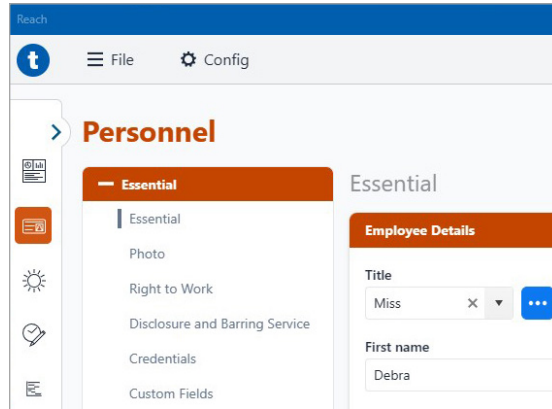


The app supports light, dusk and dark modes plus high contrast light and high contrast dark.

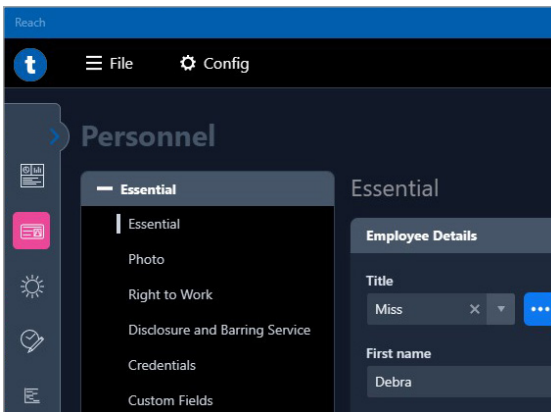
Concepts and designs may be subject to change.



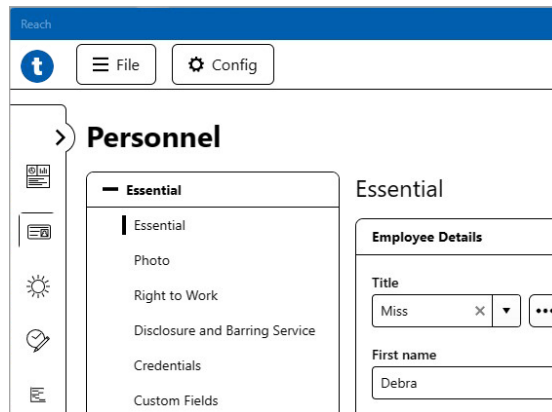
Light



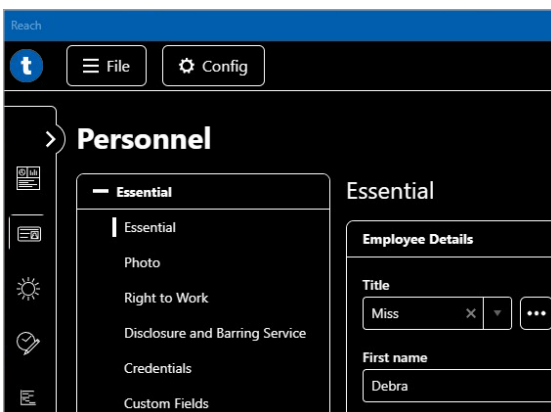
Dusk



Dark



High Contrast Light

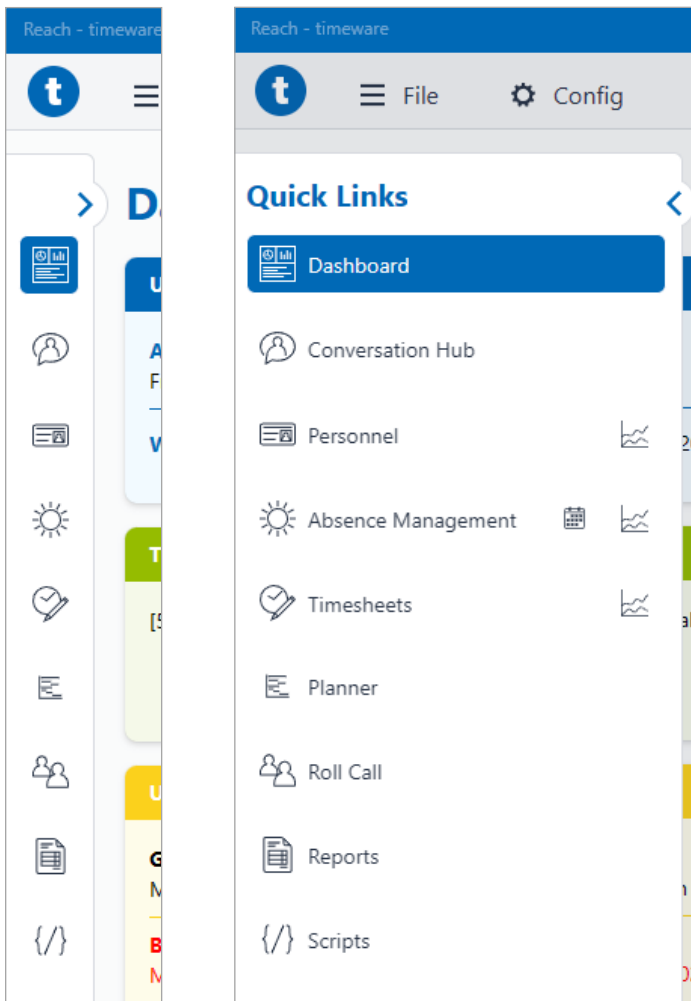


High Contrast Dark

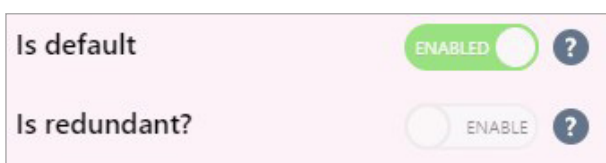
Concepts and designs may be subject to change.



The app supports an ever-increasing number of languages including RTL languages such as Arabic.



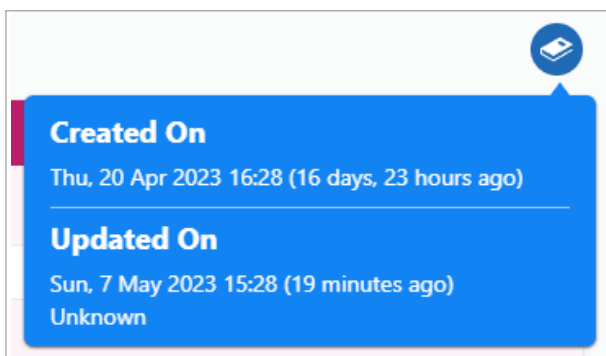
Quick links have a familiar feel, helping the user to navigate around the app.



New standards:

Set as the default when new record is created.

Mark record as redundant to remove from selection.



Quickly check who created and who last updated a record

Concepts and designs may be subject to change.

timeware[®] ESS phone app

Highlights

1. A new employee app called timeware ESS (rebrand name), that acts as the employee's personal hub for all conversations, attendance, absence and personnel queries.
2. An improved workforce experience.
 - Efficient human to human communication.
 - Crafted to enable your teams to flourish.
 - Reducing staff turnover through an innovative digital employee experience..

Timesheets

Up-coming events

Leave requests

Conversation hub

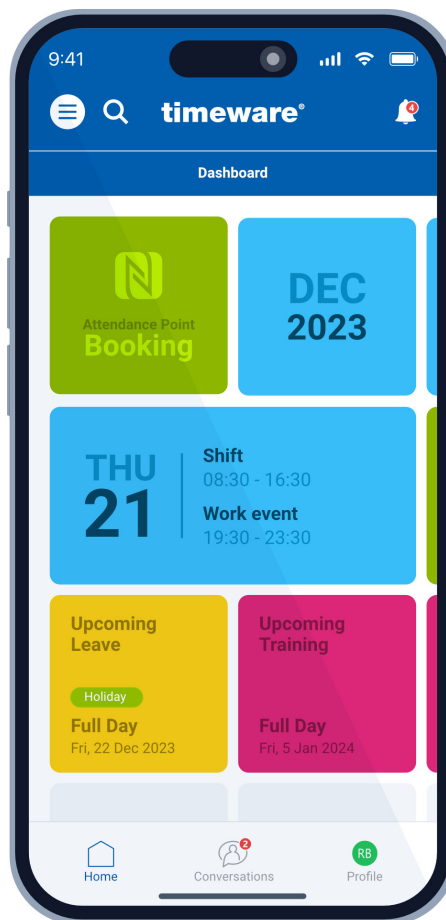
Shift rota

Training matrix

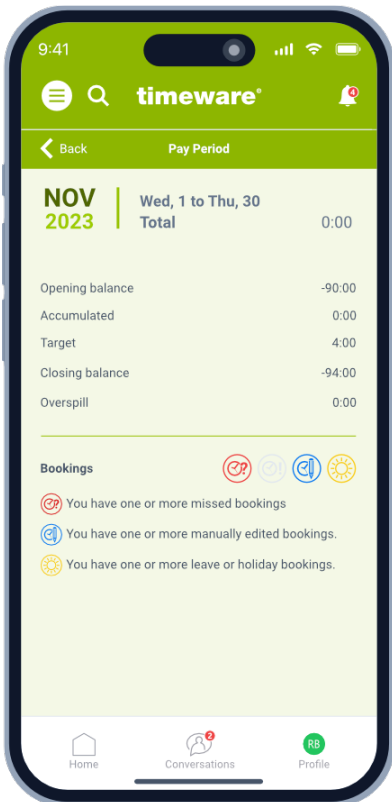
Timesheet status

Documents

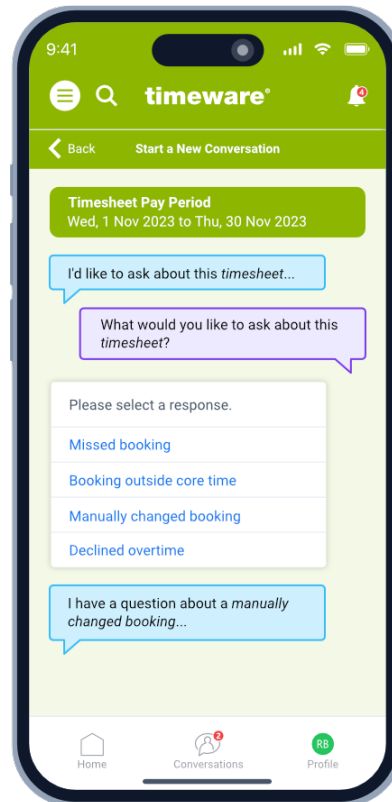
Marketplace



Leave entitlement

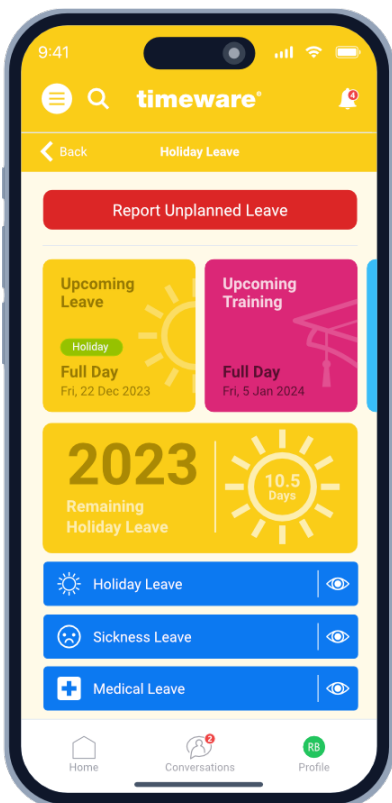


Green header: Timesheets



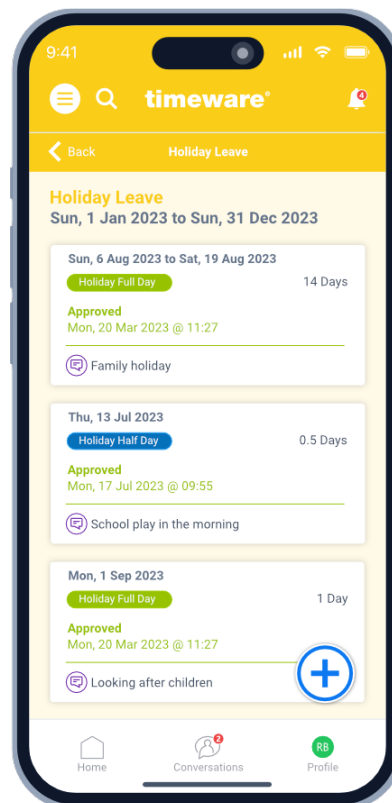
Green header: Timesheets

An example of a user requesting information through the conversation hub about a manually changed booking on their timesheet.



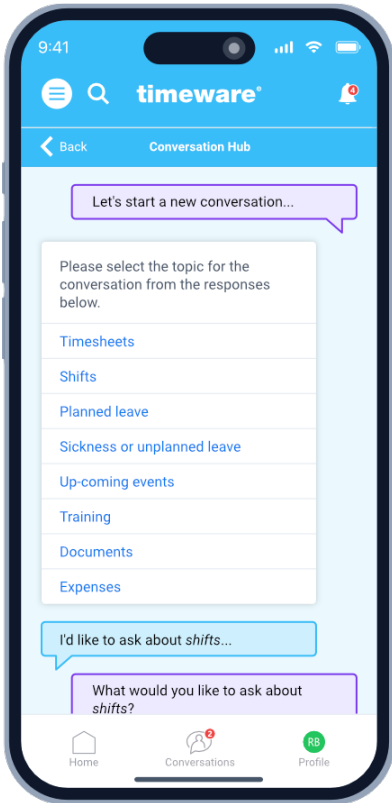
Orange header: Leave

Leave dashboard highlighting the dates of an upcoming holiday and training. Also provides a snapshot of the number of days leave available in the rest of the holiday year. Nought the red button at the top of the page for reporting unplanned leave.

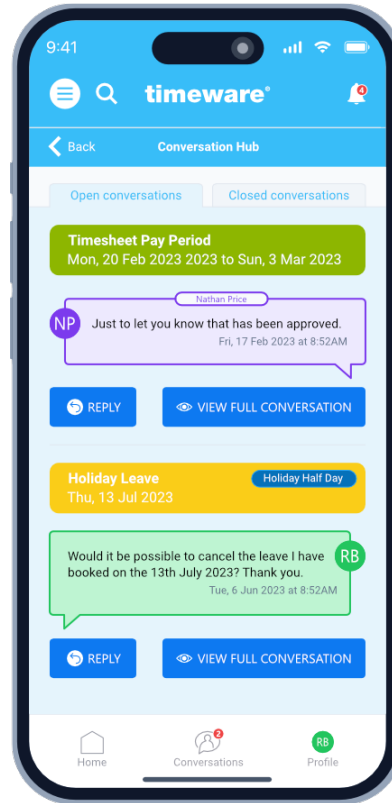


Orange header: Leave

Breakdown of approved holidays leave in the current holiday year.



Blue header: General
Starting a new conversation in the conversation hub.



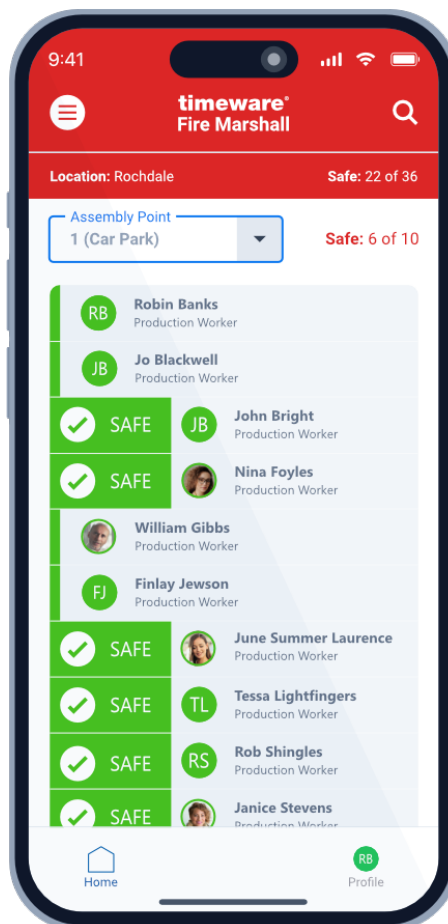
Blue header: General
The conversation hub highlighting two open conversations. One about a timesheet query, the other regarding cancelling an approved leave request.

timeware[®] fire marshal phone app

Highlights

1. A new app called timeware fire marshal (rebrand name), that enables designated members of the workforce to mark team members as 'safe' during a fire alert.

List of staff
with pictures



Swipe right to
confirm sight of
team member

Dashboard

Highlights

1. Proactive.
2. Real time.

The screenshot displays the Timeware dashboard interface. At the top, there is a navigation bar with 'File' and 'Config' options. The main dashboard area is divided into several colored panels:

- Unviewed Reports (2 items):** Contains 'Archived hours' (Fri, 14 Feb 2023 11:39) and 'Weekly Clock Card' (Thu, 13 Feb 2023 11:39). Each has 'Dismiss' and 'View' buttons.
- System Health (1 item):** Shows a warning: '3 Attendance devices have not been pulled since Wed, 12 Feb 2023 12:31 (3 days)'.
- Overtime Approval (1 item):** Shows an approval for 'Bella Rose' for 'Overtime' with a 'View More' button.
- Payroll (5 of 12 items):** Lists payroll runs for Company A, B, and C, with warnings for Company C and 'James Removals'.
- General Data Protection Regulation (GDPR) (1 item):** Shows a notice for Alison Kane (34) regarding the removal of biometric and future absence data.
- Conversations (13 items):** Lists various conversation types like 'Absence Conversations', 'Payroll Conversation', etc., with 'View' buttons and a 'Conversation Hub' button.
- Approval Required (1 item):** Shows a holiday request for 'Bella Roses' with a 'View More' button.
- Latest Absences (4 items):** Lists absences for Tommy Shipton, Ben Froggart, Elizabeth Flaunders, and Ella Piper.
- Timesheets (555 items):** Shows '555 Outstanding unauthorised absences that require attention' with a 'View More' button.
- Upcoming Holidays (2 items):** Lists holidays for George Hale and Bella Rose.
- New Starters (2 items):** Lists new employees Joanne and Joe from Bloggs (Ind.Ltd).
- Upcoming Birthdays (2 items):** Lists birthdays for Bella Rose and Mia Brundle.

Conversation hub

Highlights

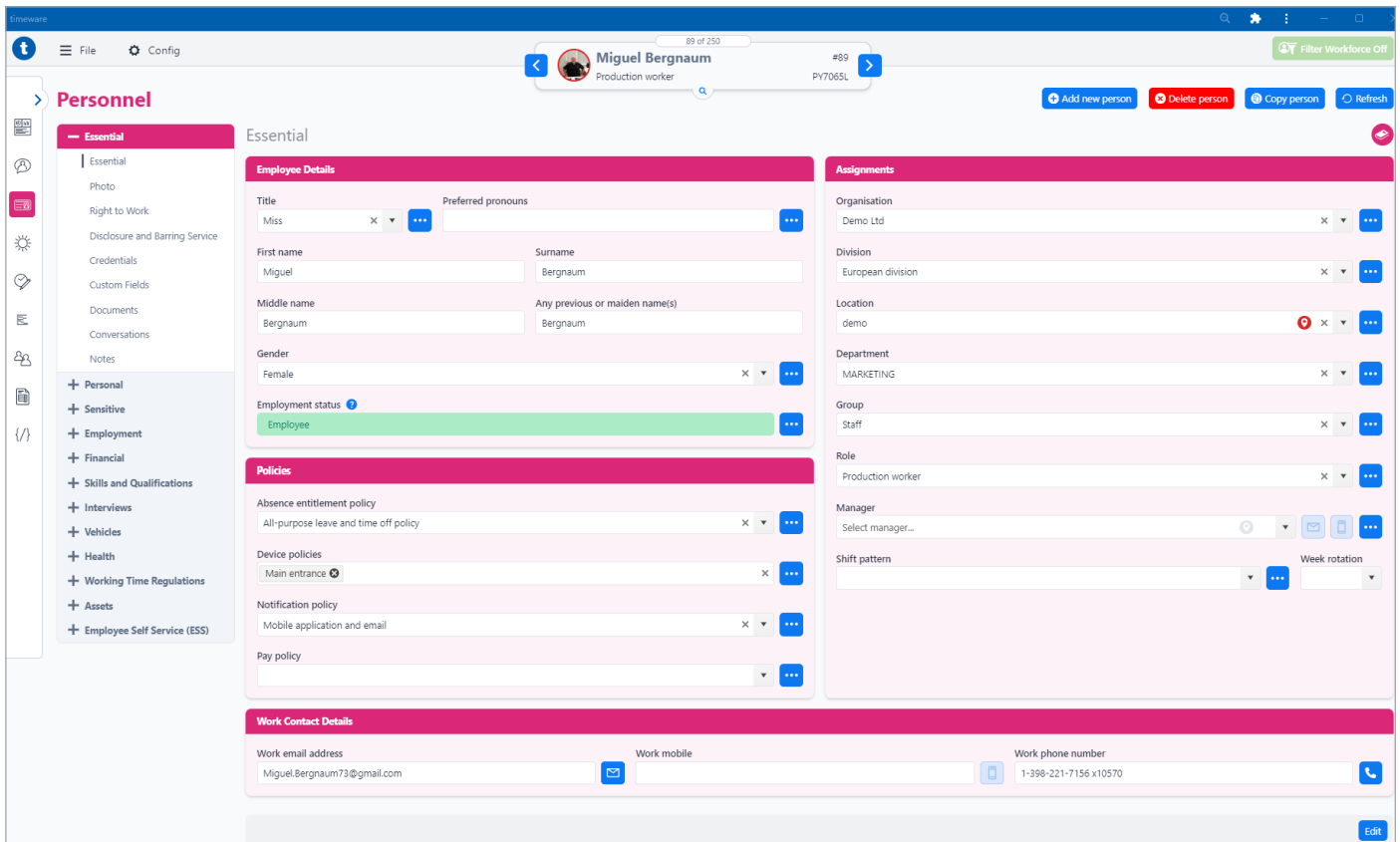
1. Efficient human to human communication.

The screenshot displays the 'Conversation Hub' interface. On the left, a list of 13 'Open Conversations' is shown, each with a user profile, subject, and status. The main area shows a detailed view of a conversation with 'Ella Piper' on 'Fri, 17 Feb 2023'. The conversation includes a message from Ella Piper asking about overtime, a response from Stewart Booth, and a follow-up from Ella Piper. Below the messages is a text input field for a response, a 'Send' button, and a 'Priority' dropdown menu set to 'Normal'. On the right, a 'Filters' panel allows users to filter conversations by subject (e.g., Absence, Payroll), priority (All, Normal, High, Very high), and status (All, Open, In progress, Closed).

Personnel

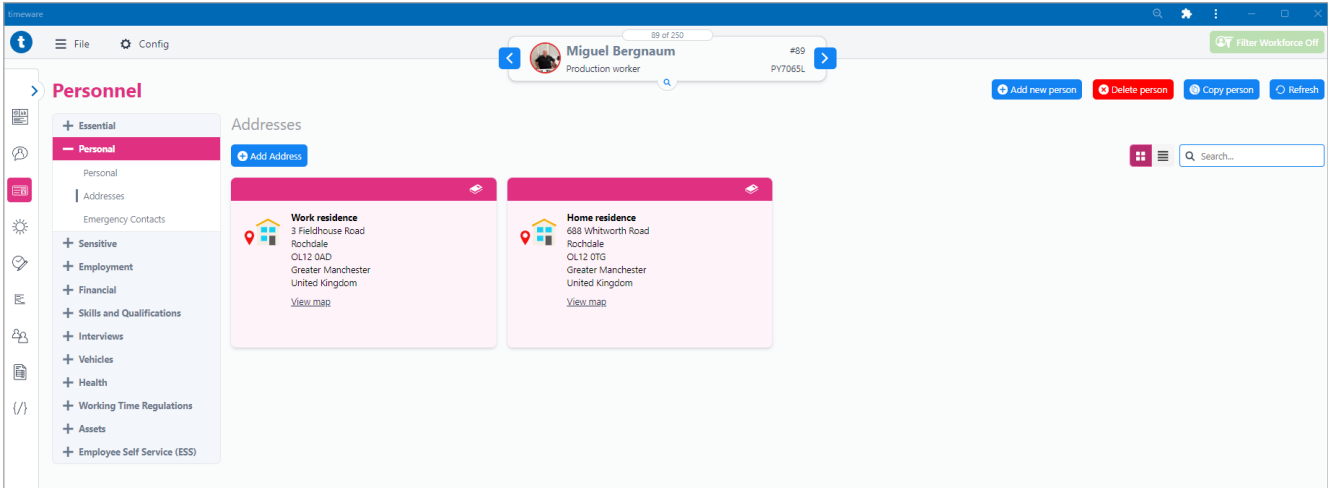
Highlights

1. Re-structured tabs incorporating addition fields, including
Preferred pronouns,
Any previous names or maiden name,
Multiple addresses, Bank details, Emergency contacts.

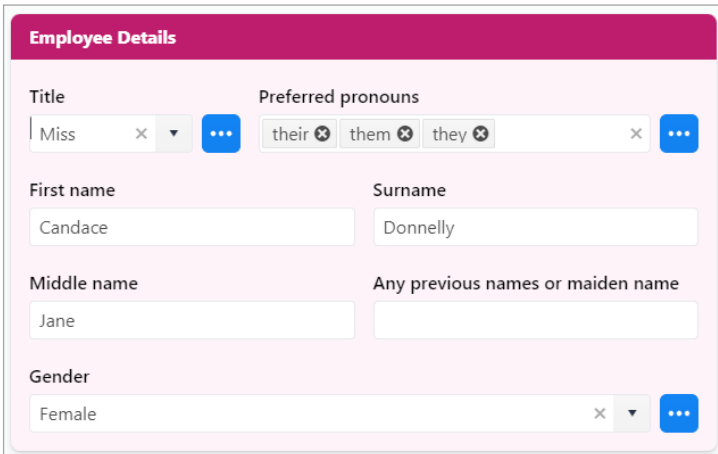


An updated layout with a modern 'look and feel'.

Concepts and designs may be subject to change.

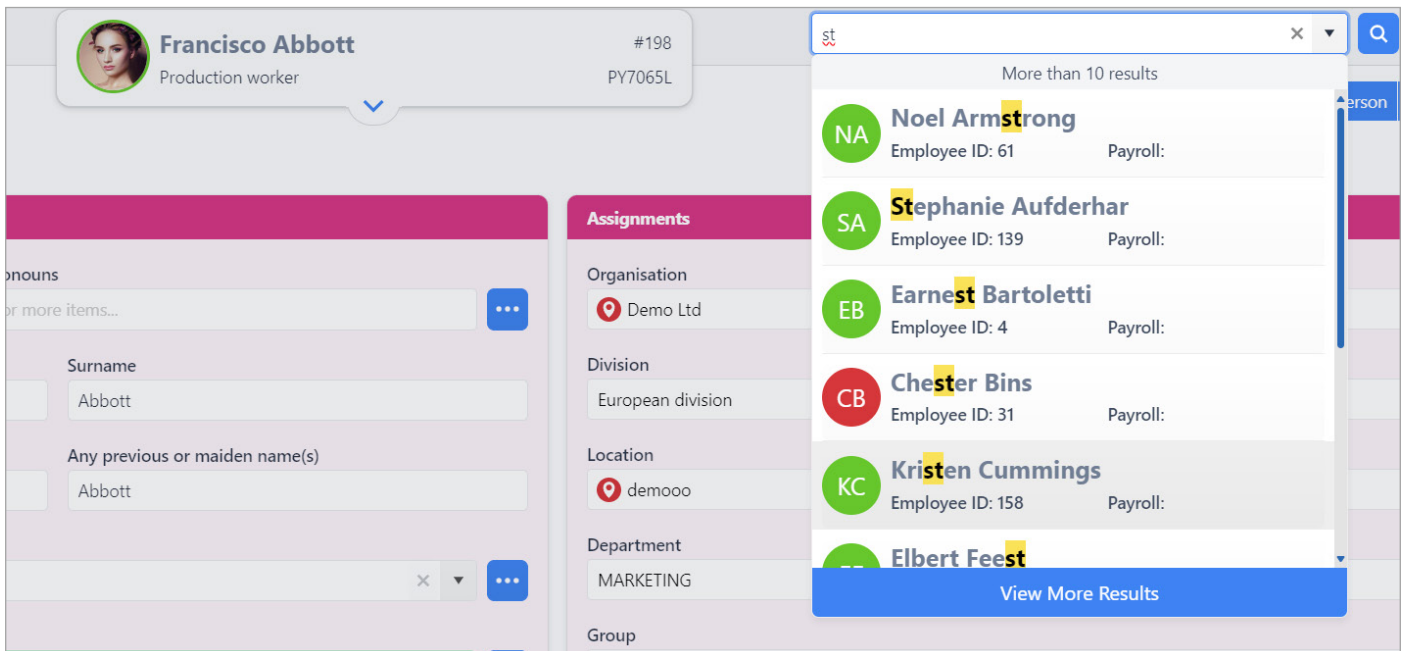


Multiple addresses.

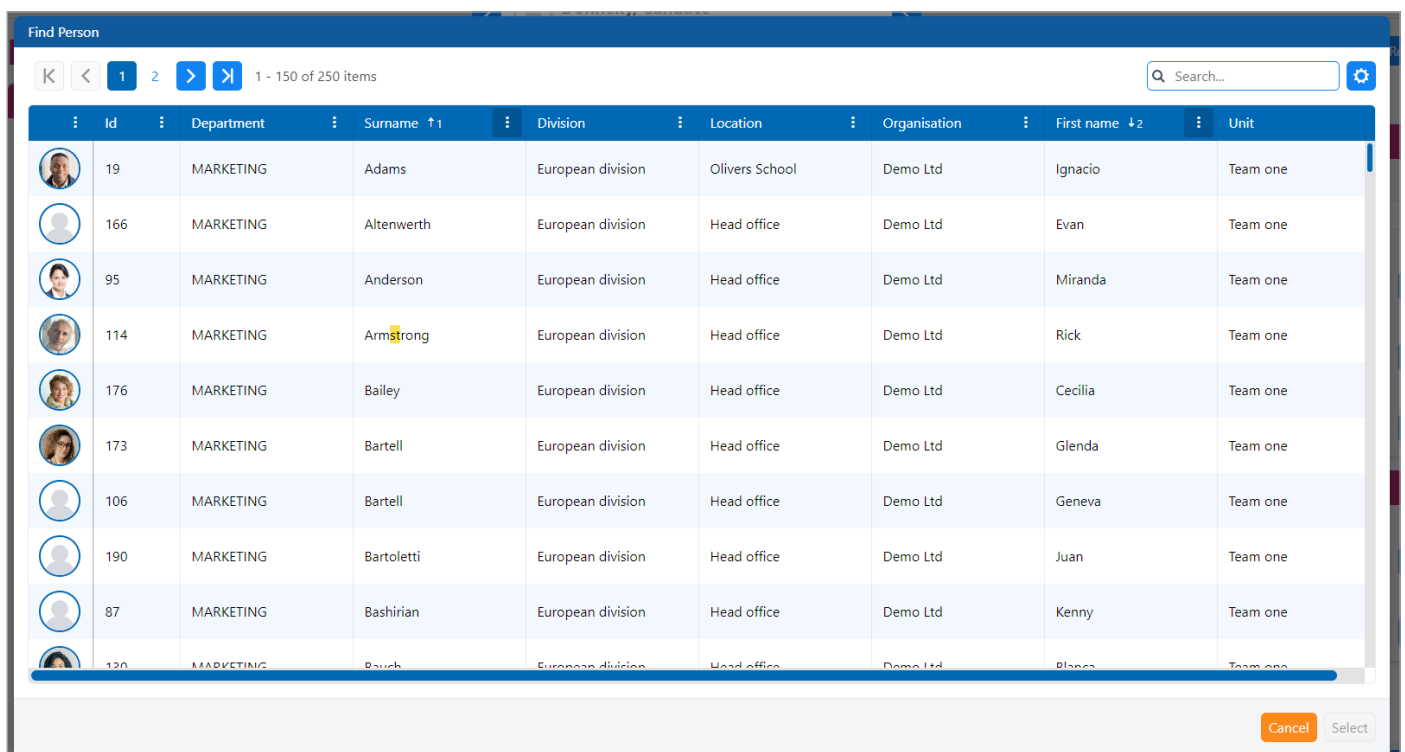


Screens incorporate slicker selection methods, for example: token boxes.

Concepts and designs may be subject to change.



Intuitive person search feature. Image border: red=out, green=in.



Clear layout on Find Person.

Concepts and designs may be subject to change.

Assignments

Organisation
Demo Ltd

Division
European division

Location
demo

Department
MARKETING

Group
Staff

Role
Production worker

Manager
Select manager...

Manager
Select manager...

Shift pattern

Week rotation

Seven assignments plus four custom groupings.

View Location

Add Location Delete Location Refresh Location Find Location

1 of 1 items

Search...

Location

Name
Head office

Is default? ENABLED

Is redundant? ENABLE

Address

Find address

Address
3 Fieldhouse Road

Town/city
Rochdale

State province or county
Greater Manchester

Zip or postcode
OL12 0AD

Country/region
United Kingdom

Manually Enter Coordinates ENABLE

Geo Latitude
53.62767028808594

Geo Longitude
-2.156200647354126

Map

Map Satellite

Actions

3 Fieldhouse Road
Street view

Ring-fence

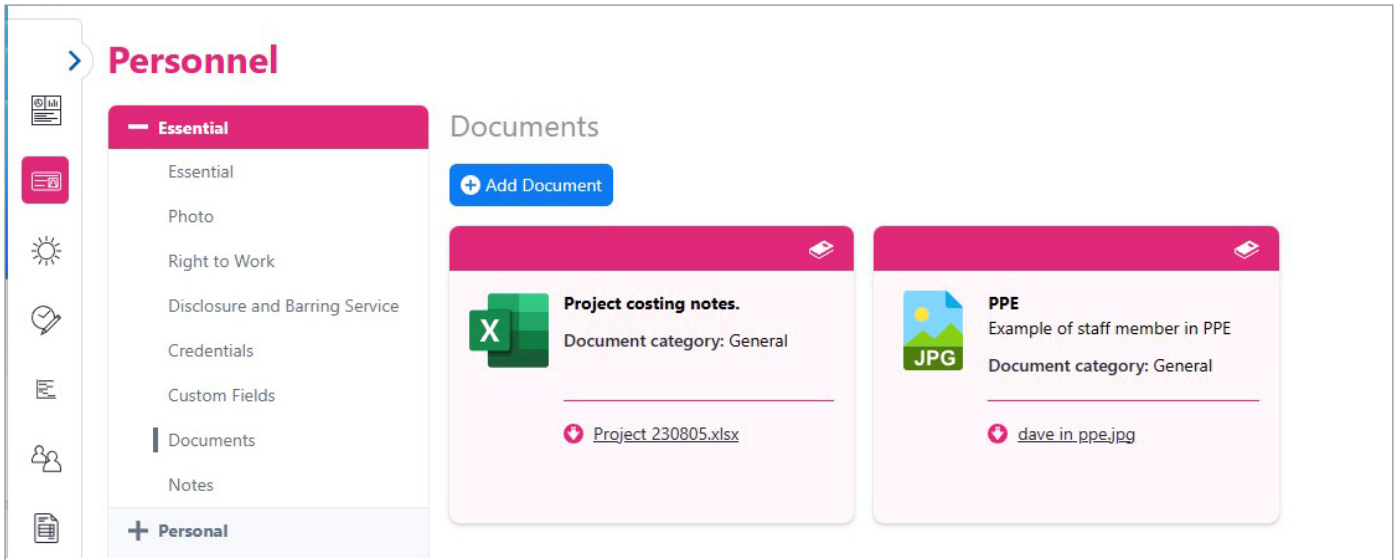
Is ring-fenced? ENABLED

Ring-fence radius (metres)
30

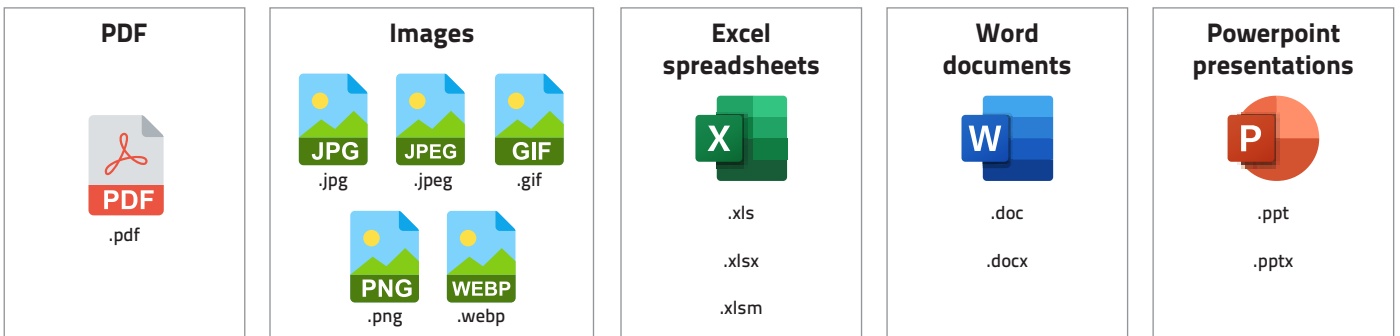
Close Edit

Location grouping incorporates Google maps API.

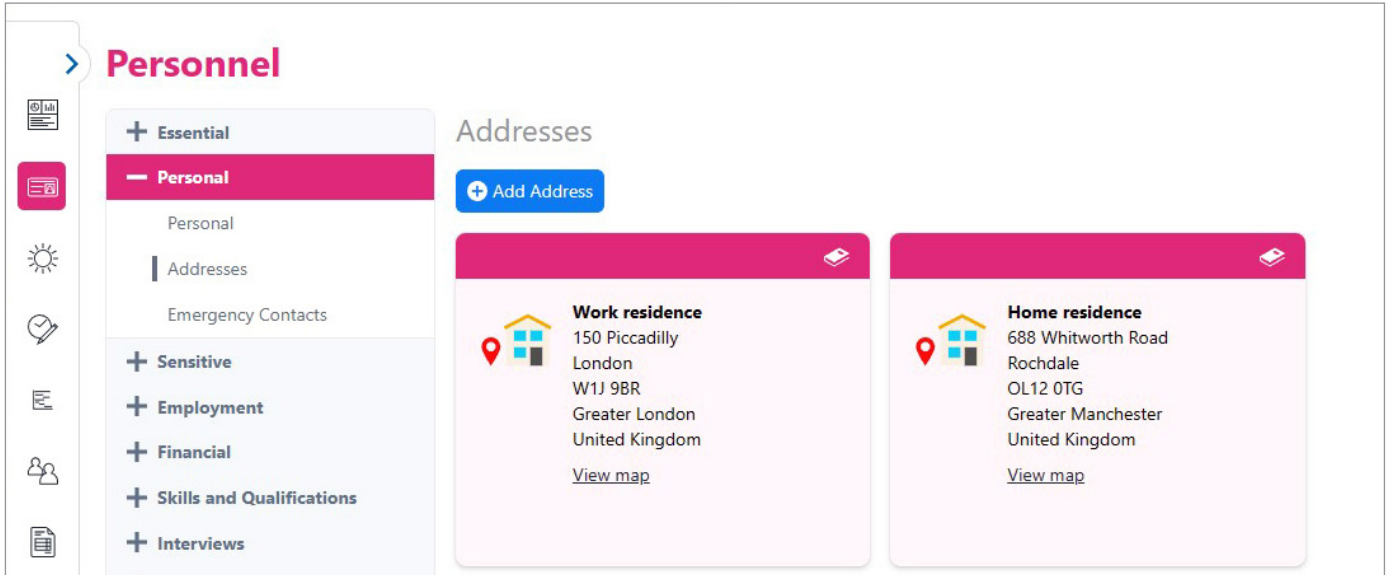
Concepts and designs may be subject to change.



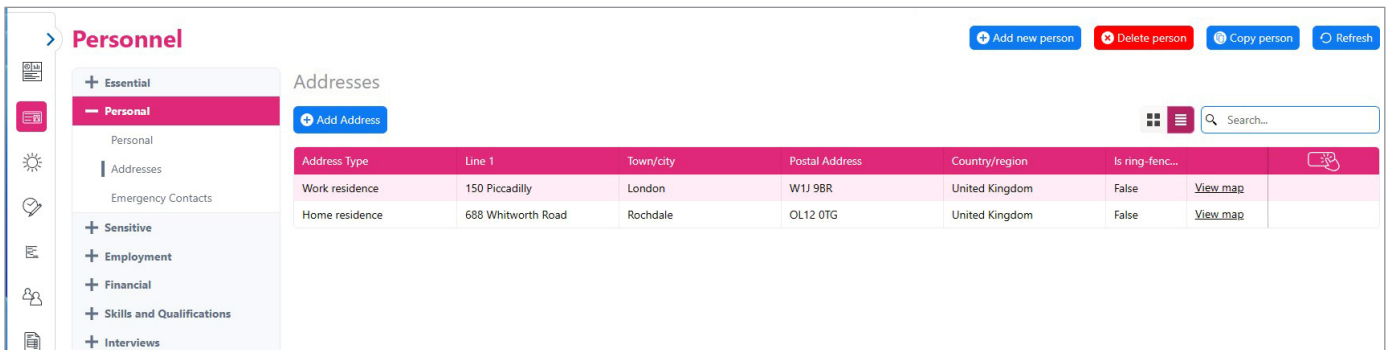
Supports multiple documents and can be viewed in both card and grid format.



Supported document types.



Supports multiple addresses.



Can be viewed in both card and grid format.

Absence management

Highlights

1. Additional authorised leave frequency options.
2. Improved RTW procedure.

The screenshot displays the 'Absence Management' interface for Miguel Bergnaum. The main area is a calendar grid showing days from June 2023 to May 2024. Specific dates are highlighted with colored boxes indicating absence types: 'Dentist' (green), 'Training' (pink), 'Doctors' (yellow), and 'Holiday' (orange). The right sidebar, titled 'Actions', is active for 'Fri, 18 Aug 2023' and includes buttons for 'Training', 'Doctors', and 'Add Booking'. Below the actions, there are links for 'Absence statistics', 'Planner', and 'Attendance adjustment'. The bottom of the sidebar features a 'Filters' dropdown menu.

Clear absence management format.

The screenshot displays the 'Absence Management' interface for a user named Miguel Bergnaum (Production worker, #89, PY7065L). The main view is a 'Holiday Entitlement Statistics' donut chart showing a total entitlement of 20 days, divided into 15 booked days (grey), 5 taken days (blue), and 5 remaining days (green). To the right, the 'Holiday Entitlement Details' panel includes the following fields:

- Period allowance: 20
- Allowance: 20
- Carry over: 0
- Credit: 0
- Total entitlement: 20
- Absence worked (refunded): 0
- Absence taken: 5
- Absence planned: 10
- Remaining entitlement: 5

A 'Categories' sidebar on the left lists various absence types such as Holiday, Sickness, Medical, and Maternity/Paternity. A 'Conversation' panel on the far right allows for starting a chat with a 'Send' button.

Workforce absence calendar.

Concepts and designs may be subject to change.

The screenshot displays the 'Absence Management' interface in the Timeware software. At the top, there is a navigation bar with 'File' and 'Config' menus, and a 'Filter Workforce Off' button. Below this, the main header shows the current view: 'Absence Management'. A date range selector indicates the period from 'Thu, 1 Jun 2023 to Fri, 31 May 2024'. Navigation controls include arrows for previous/next month and a calendar icon. The main area features a grid of months from June to May. Each month's calendar shows days of the week (T, F, S, M, W) and specific employee names associated with certain dates, such as 'Richard...', 'Nathan...', and 'Jamie...'. On the right side, there is an 'Actions' panel with a 'Selected date: Fri, 18 Aug 2023' and an 'Add Booking' button. The interface also includes a sidebar with various icons for navigation and a top-right corner with window controls and a 'Filter Workforce Off' button.

Workforce absence calendar.

Concepts and designs may be subject to change.

Time and attendance

Highlights

1. Unlimited pay elements.

The screenshot displays the 'Timesheets' interface for the period from Monday, 20 Feb 2023 to Friday, 3 Mar 2023. The main area is a grid with columns for Week/Day, Date, Shift, Taken Absence(s), Booking(s), Total, Basic, x1.33, x1.50, x2.00, Award Bonus, and Holiday. The grid shows data for weeks 2 and 3, including days like Monday, Tuesday, Wednesday, Thursday, Friday, Saturday, and Sunday, with various shift patterns and booking details.

Key components of the interface include:

- Timesheet Information:** Shows the current shift pattern (09:00-12:00/12:00-17:00) and status (Incomplete Timesheet).
- Pay Period Summary:** A table showing totals for the selected period:

Pay Period	Total	Basic	x1.33	x1.50	x2.00	Award Bonus	Holiday
Mon, 20 Feb 2023 to Fri, 3 Mar 2023	55,45	53,00	2,45			Yes	16,00
- Pay Period Actions:** Includes buttons for Recalculate Period and Reallocate Bookings.
- Filters:** A section for filtering bookings, with options like 'All booking types', 'Missed bookings (2)', 'Bookings outside core time (3)', 'Manually changed bookings', and 'Absence or holiday bookings (2)'. All are currently checked.

timeware
File Config

>

Shift Planner

<
<
Mon, 17 Jul 2023 to Sun, 23 Jul 2023
>
>
📅

Person View
Shift View

Employee	Mon, 17 Jul 2023	Tue, 18 Jul 2023	Wed, 19 Jul 2023	Thu, 20 Jul 2023	Fri, 21 Jul 2023	Sat, 22 Jul 2023
Jo Blackwell Role: Production worker Skills: Picker, Packer 40 of 40hrs per week	08:00 > 16:30 <small>8hr 30m 30m unpaid</small>	08:00 > 16:30 <small>8hr 30m 30m unpaid</small>	08:00 > 16:30 <small>8hr 30m 30m unpaid</small>	08:00 > 16:30 <small>8hr 30m 30m unpaid</small>	08:00 > 16:30 <small>8hr 30m 30m unpaid</small>	08:00 > 16:30 OT <small>8hr 30m 30m unpaid</small>
Nick Dewet Role: Production worker Skills: Picker, Packer 43 of 40hrs per week	08:00 > 16:30 <small>8hr 30m 30m unpaid</small>	08:00 > 16:30 <small>8hr 30m 30m unpaid</small>	08:00 > 16:30 <small>8hr 30m 30m unpaid</small>	08:00 > 16:30 <small>8hr 30m 30m unpaid</small>	08:00 > 16:30 <small>8hr 30m 30m unpaid</small>	09:00 > 12:00 OT <small>3h</small>
Janice Stevens Role: Production worker Skills: Checker 15 of 15hrs per week	08:30 > 14:30 R <small>5h</small>	08:30 > 14:30 <small>5h</small>	08:30 > 14:30 <small>5h</small>	08:30 > 14:30 <small>5h</small>	08:30 > 14:30 <small>5h</small>	08:30 > 14:30 R <small>5h</small>
Finlay Jewson Role: Production worker Skills: Picker, Packer 7.5 of 0hrs per week	+ Add Shift	+ Add Shift	08:30 > 16:30 <small>7h 30m 30m unpaid</small>	+ Add Shift	Unavailable	+ Add Shift
June Summer Laurence Role: Production worker Skills: Picker, Packer 40 of 40hrs per week	08:00 > 16:30 <small>8hr 30m 30m unpaid</small>	08:00 > 16:30 <small>8hr 30m 30m unpaid</small>	08:00 > 16:30 <small>8hr 30m 30m unpaid</small>	08:00 > 16:30 <small>8hr 30m 30m unpaid</small>	08:00 > 16:30 <small>8hr 30m 30m unpaid</small>	08:00 > 16:30 OT <small>8hr 30m 30m unpaid</small>
William Gibbs Role: Production worker Skills: Picker, Packer 0 of 20hrs per week	08:00 > 16:30 <small>8h 30m 30m unpaid</small> Holiday	08:00 > 16:30 <small>8h 30m 30m unpaid</small> Holiday	08:00 > 16:30 <small>8h 30m 30m unpaid</small> Holiday	08:00 > 16:30 <small>8h 30m 30m unpaid</small> Holiday	08:00 > 16:30 <small>8h 30m 30m unpaid</small> Holiday	08:00 > 16:30 OT <small>8h 30m 30m unpaid</small>
Nina Foyle Role: Production worker Skills: Picker, Packer 40 of 40hrs per week	08:00 > 16:30 <small>8hr 30m 30m unpaid</small>	21:30 > 06:00 <small>8hr 30m 30m unpaid</small>	08:00 > 16:30 <small>8hr 30m 30m unpaid</small>	08:00 > 16:30 <small>8hr 30m 30m unpaid</small>	08:00 > 16:30 <small>8hr 30m 30m unpaid</small>	08:00 > 16:30 OT <small>8hr 30m 30m unpaid</small>
Rob Shingles Role: Production worker Skills: Picker, Packer 40 of 40hrs per week	08:00 > 16:30 <small>8hr 30m 30m unpaid</small>	21:30 > 06:00 <small>8hr 30m 30m unpaid</small>	08:00 > 16:30 <small>8hr 30m 30m unpaid</small>	08:00 > 16:30 <small>8hr 30m 30m unpaid</small>	08:00 > 16:30 <small>8hr 30m 30m unpaid</small>	08:00 > 16:30 OT <small>8hr 30m 30m unpaid</small>
Tessa Lightfingers Role: Production worker Skills: Picker, Checker 40 of 40hrs per week	08:00 > 16:30 <small>8hr 30m 30m unpaid</small>	08:00 > 16:30 <small>8hr 30m 30m unpaid</small>	08:00 > 16:30 <small>8hr 30m 30m unpaid</small>	08:00 > 16:30 <small>8hr 30m 30m unpaid</small>	08:00 > 16:30 <small>8hr 30m 30m unpaid</small>	08:00 > 16:30 OT <small>8hr 30m 30m unpaid</small>

Edit

timeware

File Config

Shift Planner

Mon, 17 Jul 2023 to Sun, 23 Jul 2023

Person View **Shift View** Search by name...

Mon, 17 Jul 2023 [+ Add shift](#) [^](#) **Actions**

08:00-16:30	08:30-14:30 R	Special 09:00-11:00	14:00-22:00	21:30-06:00
Assigned to shift (35/35) Manager(s): 1/1 Delivery driver(s): 2/2 Production worker(s): 12/12 View all Total: 35 Required: 35	Assigned to shift Manager(s): 1/- Production worker(s): -/- Total: 1 Required: -	Assigned to shift (2/5) Manager(s): 1/1 Delivery driver(s): 1/1 Production worker(s): 0/3 Total: 2 Required: 5	Assigned to shift (12/12) Manager(s): 1/1 Delivery driver(s): 1/1 Production worker(s): 10/10 Total: 12 Required: 12	Assigned to shift (15/15) Manager(s): 1/1 Delivery driver(s): 2/2 Production worker(s): 12/12 Total: 15 Required: 15

Tue, 18 Jul 2023 [+ Add shift](#) [^](#) **Filters**

08:00-16:30	08:30-14:30	21:30-06:00
Assigned to shift (35/34) Manager(s): 1/1 Delivery driver(s): 2/2 Production worker(s): 11/12 View all Total: 34 Required: 35	Assigned to shift Manager(s): 1/1 Production worker(s): 1/1 Total: 2 Required: 2	Assigned to shift (15/15) Manager(s): 1/1 Delivery driver(s): 2/2 Production worker(s): 12/12 Total: 15 Required: 15

Roll Call

The screenshot displays the 'Roll Call' interface for 'Factory Floor (10)'. It features a table with columns for 'Booking', 'Shift', and 'Assignments'. The table lists 10 employees with their names, initials, and roles. Each row shows their attendance status for 'Mon, 17 Jul 2023' at 08:00, including the location (e.g., Main entrance, Back door) and the time taken to record (e.g., 4 hours 20 mins ago). The 'Assignments' column shows the employee's status (Employee), company (Demo Ltd), division (European Division), and department (Head Office, Marketing, Staff). A search bar is located at the top right, and a sidebar on the right contains 'Actions' and 'Filters' sections.

Employee	Booking	Shift	Assignments
Jo Blackwell (JB)	Main entrance Mon, 17 Jul 2023 - 08:00 4 hours 20 mins ago	08:00 > 16:30 8hr 30m 30m Unpaid	Employee, Demo Ltd, European Division, Head Office, Marketing, Staff
Nick Dewet (ND)	Back door Mon, 17 Jul 2023 - 12:20 20 mins ago	08:00 > 16:30 8hr 30m 30m Unpaid	Employee, Demo Ltd, European Division, Head Office, Marketing, Staff
Janice Stevens (JS)	Back door Mon, 17 Jul 2023 - 07:55 4 hours 25 mins ago	08:00 > 16:30 8hr 30m 30m Unpaid	Employee, Demo Ltd, European Division, Head Office, Marketing, Staff
Finlay Jewson (FJ)	Back door Mon, 17 Jul 2023 - 7:58 4 hours 22 mins ago	08:00 > 16:30 8hr 30m 30m Unpaid	Employee, Demo Ltd, European Division, Head Office, Marketing, Staff
June Summer Laurence (JL)		08:00 > 16:30 8hr 30m 30m Unpaid	Employee, Demo Ltd, European Division, Head Office, Marketing, Staff
William Gibbs (WG)		08:00 > 16:30 8hr 30m 30m Unpaid	Employee, Demo Ltd, European Division, Head Office, Marketing, Staff
John Bright (JB)	Main entrance Mon, 17 Jul 2023 - 08:01 4 hours 19 mins ago	08:00 > 16:30 8hr 30m 30m Unpaid	Employee, Demo Ltd, European Division, Head Office, Marketing, Staff
Nina Foyles (NF)	Main entrance Mon, 17 Jul 2023 - 08:00 4 hours 20 mins ago	08:00 > 16:30 8hr 30m 30m Unpaid	Employee, Demo Ltd, European Division, Head Office, Marketing, Staff
Rob Shingles (RS)	Main entrance Mon, 17 Jul 2023 - 07:55 4 hours 25 mins ago	08:00 > 16:30 8hr 30m 30m Unpaid	Employee, Demo Ltd, European Division, Head Office, Marketing, Staff
Tessa Lightfingers (TL)	Main entrance Mon, 17 Jul 2023 - 08:01 4 hours 19 mins ago	08:00 > 16:30 8hr 30m 30m Unpaid	Employee, Demo Ltd, European Division, Head Office, Marketing, Staff

Improved roll call screen

Reports

Highlights

1. Reports can be crafted immediately or set to craft with a pre-defined occurrence as the user completes other tasks. When the report is ready, a notification will appear in the top right of the screen and on the dashboard. The report is then accessed through the user's own report history area which will store their most recent 150 reports.

The screenshot displays the 'Reports' section of the Timeware software interface. It is divided into two main panels: 'Chosen Reports' on the left and 'Report History' on the right. Both panels include a search bar at the top.

Chosen Reports Panel:

Name	Last Run	Occurrence	
▼ Absence (3)			
● Absence Entitlement Reason	Mon. 18 Sept 2023 13:00	Daily	
Absence Listing	Fri. 15 Sept 2023 14:00	Weekly	
Absence Reason Listing		Monthly	
▼ Access (1)			
● Access Event Listing	Fri. 15 Sept 2023 14:30	Weekly	
▼ Attendance (2)			
Attendance Daily Listing	Mon. 18 Sept 2023 13:30	Daily	
Attendance Period Listing	Fri. 15 Sept 2023 15:30	Monthly	

Report History Panel:

Name	Added On	Status	Completed On	Format
Attendance Daily Listing	Mon. 18 Sept 2023 13:30	Waiting		
● Absence Entitlement Reason	Mon. 18 Sept 2023 13:00	Crafting		
Attendance Daily Listing	Sun. 17 Sept 2023 13:30	Ready	Sun. 17 Sept 2023 13:32	
● Absence Entitlement Reason	Sun. 17 Sept 2023 13:00	Ready	Sun. 17 Sept 2023 13:01	
Attendance Daily Listing	Sat. 16 Sept 2023 13:30	Ready	Sat. 16 Sept 2023 13:32	
● Absence Entitlement Reason	Sat. 16 Sept 2023 13:00	Ready	Sat. 16 Sept 2023 13:01	
● Access Event Listing	Fri. 15 Sept 2023 14:30	Ready	Fri. 15 Sept 2023 14:32	
Absence Listing	Fri. 15 Sept 2023 14:00	Failed		
Attendance Daily Listing	Fri. 15 Sept 2023 13:30	Ready	Fri. 15 Sept 2023 13:32	
● Absence Entitlement Reason	Fri. 15 Sept 2023 13:00	Ready	Fri. 15 Sept 2023 13:01	
Attendance Daily Listing	Thu. 14 Sept 2023 13:30	Ready	Thu. 14 Sept 2023 13:31	
● Absence Entitlement Reason	Thu. 14 Sept 2023 13:00	Ready	Thu. 14 Sept 2023 13:02	

Chosen reports on the left, with report history on the right.