

If you would like to take the pain out of payroll...

Icon Time Systems® has the fully automated time and attendance system for you!

It's the original TimeCalculator® with all the advantages of proximity technology...

- Perfect for industrial and all other environments—impervious to dust, dirt and grime. No external read-heads to clean
- Cannot be vandalized—sensing electronics are internal
- Each card is unique—cannot be duplicated and is virtually indestructible

See the back of this brochure for further details about TimeSource and TimeSource options for TimeCalculator.



In addition to magnetic swipe, barcode and pin-entry terminals, TimeCalculator offers the latest in proximity technology. Employees just wave their cards near the unit—even through a purse or wallet. Nothing touches it so nothing gets inside except the time and attendance information you want!

www.icontime.com



iconTime Systems®

QUICK • SIMPLE • RELIABLE

SAVE TIME! The TimeCalculator is the only fully automated time and attendance system in its class. The functions you need to manage your time accounting are right at your fingertips.

SAVE MONEY! Increase payroll accuracy and reduce time theft to redeem up to 5% of your gross payroll.

MORE CHOICES! Icon has the payroll tools you need. Start anywhere—from a stand-alone unit to a PC based system featuring Icon's TimeSource® software. Upgrades are easy with Icon Time Systems.

NEW! HANDS-FREE PROX SYSTEMS! Experience the convenience and reliability of the latest in modern timeclock technology.

TimeSource®

TimeSource® software provides dozens of outstanding benefits with your TimeCalculator®

- Greatly reduce time spent on payroll preparation—eliminating calculation of time cards and costly errors.
- Gain employees acceptance of hours calculated with special signature line on time card reports.
- Establish and automatically apply special pay rates—shift differentials, custom overtime rules, etc.
- Track and record tardiness—determine who qualifies for perfect attendance bonuses, promotions, etc.
- Reduce unnecessary overtime with *Up-to-the-Minute* reports—your management team will know who should be sent home or called back. Includes calculations for employees still checked IN as well as OUT.
- Automatically accrue and apply non-worked hours—vacation, sick leave, etc.
- Easily evaluate and compare departmental labor costs over monthly, quarterly, even yearly reporting periods.
- Spot lost labor and control overstaffing with *Time Slice* reports. Visualize a snapshot of labor costs during any period of time during the day, i.e., Friday evening 7:00 pm–11:30 pm (including hours and wages).
- Automatically apply global holiday hours to employees according to their class—full time, temporary, or all employees.

All of these capabilities and many more are available to TimeSource users. Please refer to the convenient chart below for specific features included in each version—TimeSource Lite or TimeSource Full.

TimeSource® Features and Options

Features included with TimeSource Lite and TimeSource Full

Selectable Pay Periods

Weekly, biweekly, semimonthly, or custom

Automatic Lunch Deduct

Each department may have its own automatic lunch rules

Overtime 1

Apply OT1 by day and/or week, user definable multiplier

Time Rounding

Select 10th hour, slant hour, or quarter hour punch rounding, or calculate to the exact minute

In-Out Zones

Revision zones—use to control unauthorized overtime

Job #'s/Tips

User definable data entry field for custom application

Departments

User definable, 99 system wide, 18 per employee

Individual Add hours

Apply paid worked or non-worked hours to individuals

Global Add Hours

Apply paid worked or non-worked hours to everyone or select a group or class of employees

Preview/Print Reports

View reports on screen without printing

Archive Data

Archive, retrieve, and restore/review employee records

Payroll Exports

ADP, Paychex, QuickBooks and others

ASCII Exports

Export reports to database, spread sheet, etc.

Excel Export

Export Report files using Excel® format



Optional Add-on Features for TimeSource Lite or TimeSource Full

Job Costing

Scheduling/Lock-Out

Signal Control

Access Control

AutoPoll

Custom Hours

Custom Rounding

Virtual Terminal (PC punch)

Additional Features included only with TimeSource Full

Overtime 2

Apply OT2 by day and/or week, user definable multiplier

Security Passwords

Apply password protection to individual screens or users

Automatic Accruals

User definable, (Vacation, Sick, etc.), automatically accrues three types of non-worked hours each pay period

Custom Overtime

Apply OT1 and OT2 rates for special applications by:

- a-) Date—generally used for holidays worked, etc.
- b-) Day of week—for special pay by day of week
- c-) Time range—define specific time periods to apply Overtime pay rates

Differential Pay

Increase the employee's hourly rate of pay according to department rules and by these factors: % or adder by:

- a-) Date—generally used for holidays worked, etc.
- b-) Day of week—for special pay by day of week
- c-) Time range—define a range of time during which to apply this rate. Use for shift differentials, etc.

Custom Sort Fields

Three user definable fields for custom report generation

Custom Reports

Save report names and formats to use over and over