Icon Time Systems ®

We're listening to America's Small Businesses!

The TimeCalculator®

TimeCalculator Data Terminal Specifications

Maximum Employees Per Terminal 200
Maximum Departments Per Terminal 99
Standard Punch Capacity Per Terminal 3120
Case High strength ABS plastic
Display 2 lines/16 character, backlighted LCD
Battery Power Reserve 5 year lithium
Power Requirements 120V 60hz
Dimensions 8.3″H x 7.4″W x 2.0″D
Shipping Weight 4 lbs.

Optional TimeCalculator Features

Modem+
Adds hardware for remote communication with the PC via telephone lines. Calls initiated by the PC.

Battery+
Adds operational battery backup. Provides 2+ hours of power for punching during outages. Standard backup protects data and program but does not allow punching.

Badge+
Adds badge swipe reader. Accepts 3-digit badges, #001-999. Clock rejects unassigned badges.

For additional information, please contact:

🇺🇸 **Icon Time Systems products are made in the U.S.A.**

Ask your dealer about Icon Time Systems' stand-alone TimeCalculator®

No PC required. Offers many of the same features as the PC version at a lower price! Great for applications where labor reporting is important but no PC is available. Creates full size reports using your DOS compatible dot matrix or laser printer.

Both versions of the TimeCalculator (Stand-Alone and PC) are available without a badge reader.
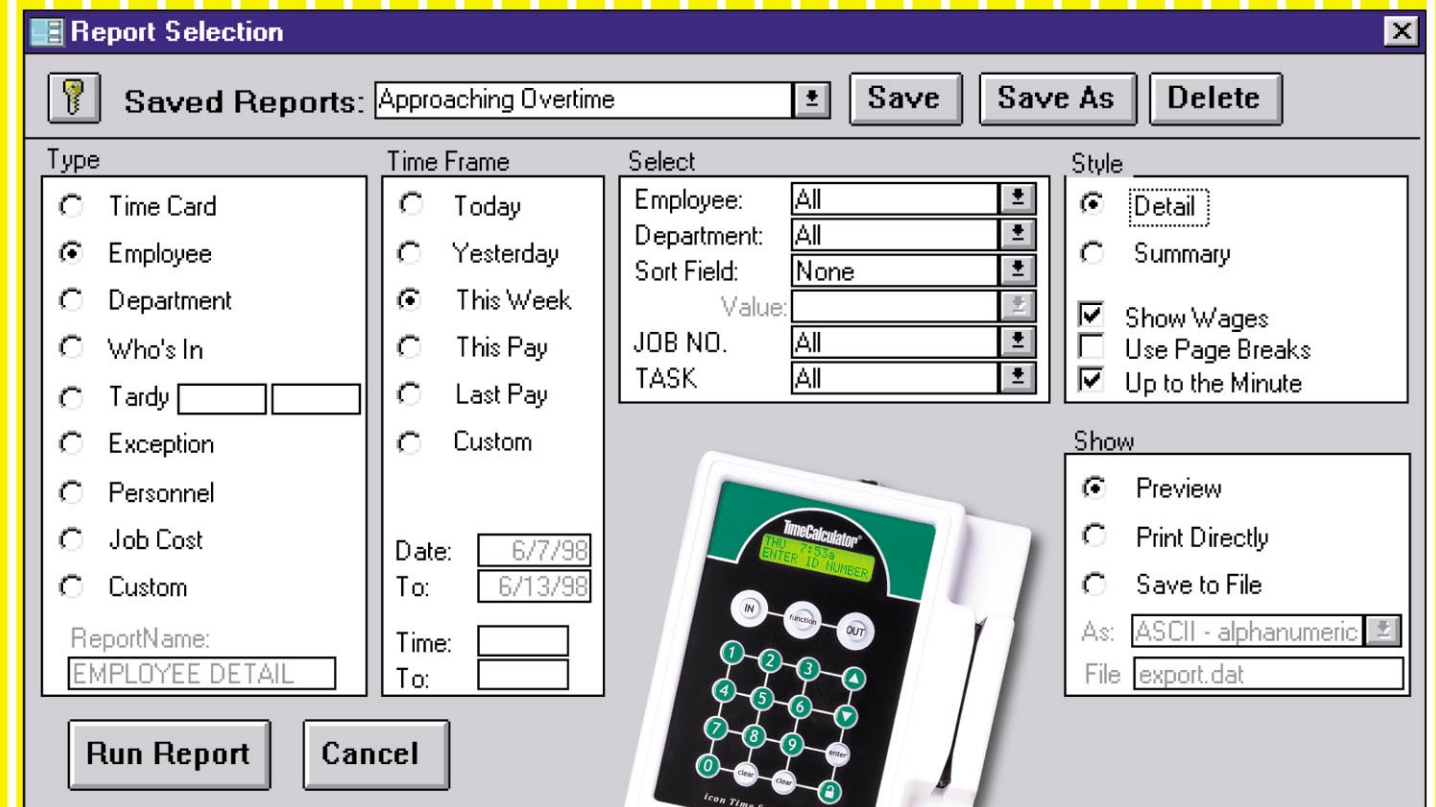
Icon Time Systems ®

TimeSource®

for Windows® 95, 98, NT and 2000

Automated Time and Attendance Solutions for Every Business!

Time and attendance software you can count on, day in and day out. Easy to install, easy to use, written in Microsoft Access®, compatible with all Windows environments. Available in two versions, Lite and Full, featuring a direct upgrade path without loss of data.
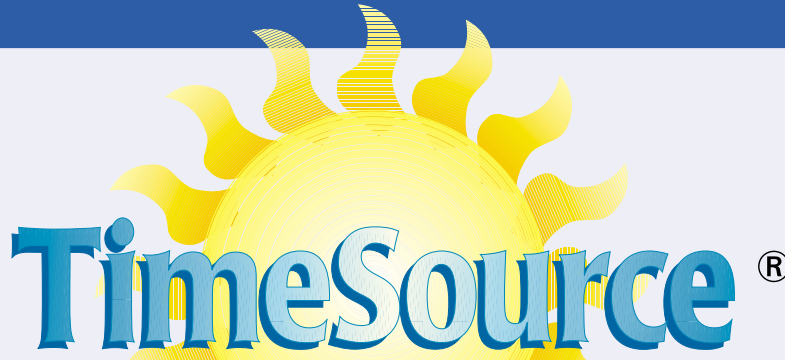
Designed for use with Icon Time Systems' popular line of **TimeCalculator** data terminals with options available for all your requirements. For more information please contact your Icon Time Systems dealer today!

TimeSource Full — Report Screen

icon Time Systems ®

icon Time Systems ®

TimeSource® software provides many outstanding benefits and features.

TimeSource

TimeSource Benefits

Runs with Windows 95, 98, NT or 2000

Simple to install, on-screen help guides the user.

Greatly reduces time spent on payroll preparation, eliminates calculation of time cards and costly errors.

Generates dozens of full-page reports -- including details or summary hours, custom sorts, by day, week, pay period, and custom date range. Save your custom report formats to use over and over.

- Time Card reports
- Tardy reports
- Who's-in reports
- Department labor reports
- Include up to the minute calculations, add time slice filtering and wages to reports
- Many more!

Time Card reports include employee signature lines indicating acceptance of hours calculated.

Establish and automatically apply special pay rates, i.e., Shift Differentials, Custom Overtime Rules, etc...

Track and record tardiness, decide who qualifies for perfect attendance bonuses, promotions, etc...

Automatic Accruals allow you to accrue and apply non-worked hours, i.e., Vacation, Sick Leave, etc...

Up-to-the-Minute reports reduce unnecessary overtime — your management team will know who should be sent home or called back. Includes calculations for employees still checked IN as well as OUT.

Spot lost labor and control overstaffing with "Time Slice" reports. Produce a "snapshot" of labor costs during any period of time during the day, i.e., Friday evening 7:00 pm - 11:30 pm. Includes hours and wages.

Evaluate and compare departmental labor costs over monthly, quarterly, even yearly reporting periods.

Apply global Holiday hours to employees according to their class, i.e., Full Time, Temporary, or All Employees.

These benefits and many more are available to TimeSource users. Refer to the convenient chart at the right for specific features included in each version. See your Icon Time Systems dealer today for a TimeSource demonstration. Note: TimeSource Lite may be upgraded to the Full version without loss of data.

TimeSource Features

Feature	Full	Lite
Selectable Pay Periods Weekly, biweekly, semimonthly, monthly, 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	✔	1.5x
Overtime 2 Apply OT2 by day and/or week, user definable multiplier	✔	
Custom Overtime Apply OT1 and OT2 rates for special applications by: • Date -- generally used for holidays worked, etc... • Day of week -- for special pay by day of week • Time range -- define specific time periods to apply Overtime pay rates	✔	
Differential Pay Increase an employee's hourly rate of pay according to department rules and by these factors: % or adder, by: • Date -- generally used for holidays worked, etc... • Day of week -- for special pay by day of week • Time range -- define a range of time during which to apply this rate. Use for shift differentials, etc...	✔	
Time Rounding Select 10th hour or quarter hour punch rounding, or calculate to the exact minute	✔	✔
In-Out Zones Revision zones -- use to control unauthorized overtime	✔	✔
Security Passwords Apply password protection to individual screens	✔	
Job #'s / Tips / Piece Counts User definable data entry field for custom applications	✔	✔
Custom Sort Fields Three user definable fields for custom report generation	✔	

Feature	Full	Lite
Accruals User definable, (Vacation, Sick, etc...) automatically accrues three types of non-worked hours each pay period	✔	
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	✔	✔
Custom Reports Save report names and formats to use over and over	✔	
Preview Reports View reports on screen without printing	✔	✔
Archive Data Archive, retrieve, and restore or review employee records	✔	✔
Payroll Exports ADP, Paychex, Quickbooks and others	✔	✔
ASCII Exports Export data to other programs	✔	optional
Excel® Export Export data using Excel file formats		optional
Job Costing Module Track jobs, report labor and material costs	optional	optional
Scheduling / Lock-Out Module Track tardies, absences, and attendance. Limits punching to authorized times	optional	optional

You may include wages on most reports for accurate cost reporting. Wages are calculated according to the work rules you establish under the *Time Clock Rules and Departments* screen. Each employee may have different wage rates assigned for each department and each department may have its own overtime and pay differentials.

TimeSource Reports are Easy to Read! ➤

Employees will appreciate the convenience of automatic sign-in and sign-out with the TimeCalculator.

TimeSource PC requirements:

- **Pentium II**
- **Memory 544 k conventional**
- **16 Megs RAM**
- **10 Megs hard disk storage**
- **Non-shared serial port**
- **Windows 95, 98 NT or 2000**

TIMECARD REPORT THIS PAY PERIOD: 1/9/2000 - 1/15/2000

EMPLOYEE: 999 – SMITH, SUE

DATE	TIME IN		TIME OUT		LUNCH	DEPARTMENT	DEPT HRS	JOB NO.	STD	OT1	OT2	WAGES
1/10/2000	Mon	8:30a	Mon	5:00p	30min	SERVICE	8.00	1234	8.00			
1/11/2000	Tue	8:27a	Tue	5:02p	30min	SERVICE	8.00	1152	8.00			120.00
1/12/2000	Wed	8:25a	Wed	5:05p	30min	SALES	8.00		8.00			120.00
1/13/2000	Thu	8:29a	Thu	10:00a		SERVICE	1.50		1.50			120.00
1/13/2000	Thu	10:00a	Thu	5:00p	30min	SALES	6.50	1153	6.50			22.50
1/14/2000	Fri	8:27a	Fri	6:00p	30min	SALES	9.00		8.00	1.00		97.50
												142.50

EMPLOYEE TOTALS: (5 DAYS WORKED)

41.00	40.00	1.00	622.50

SIGNATURE ....:

MEMO: