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# TA100 Lite

## ***The Right Solution at the Right Price!***

### **Features:**

- Automates Attendance Tracking, the Calculation of Employee Time, & Wages
- Applies Your Pay Rules
- Supports An Unlimited Number Of Shifts, Pay Categories, and Departments
- Provides Extensive Payroll And Management Reports
- Allows "Cash" And "Charge" Tip Recording & Reporting
- Exports Hours Directly To More Than Thirty Popular Third-Party Payroll Providers
- Supports An Unlimited Number Of Data Collection Terminals
- Easy To Use, Step-By-Step Wizards



### ***Easy to Implement Wizard driven Setup***

Time America's TA100 Lite is a simple to use yet powerful time and attendance solution that allows you to automate your company's timekeeping and attendance tracking. TA100 Lite completely eliminates paper timesheets, which are the root of most payroll nightmares! Employees enter data at an electronic data terminal using magnetic stripe, bar code or biometric technology. Optional PC entry is available. The TA100 Lite software collects these transactions and your pay rules are applied automatically, consistently and impartially.

The TA100 Lite's powerful reporting system provides you with the tools to better manage your labor force.

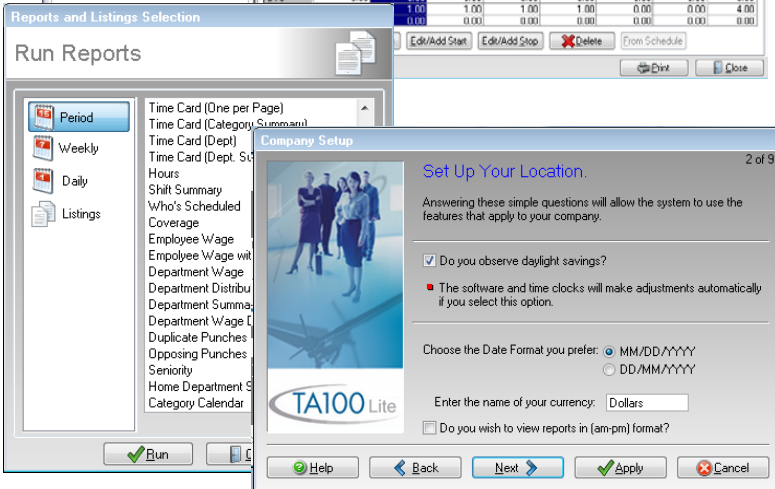
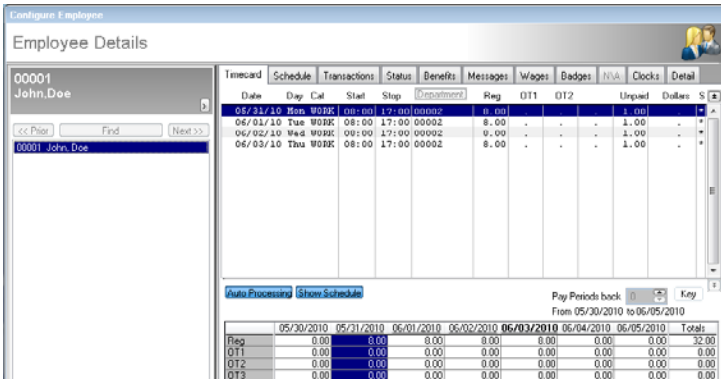
TA100 Lite's reports help you avoid unauthorized overtime, track employee status, track benefit administration, control departmental costs, monitor staffing, and much more. With TA100 Lite you can poll the time clocks, process reports and even email them to supervisors.

Eliminate Payday Panic! Know exactly where your employee's time and dollars are spent by implementing *your* rounding rules, not your employee's. By removing human error, accurately reporting employee hours and dramatically reducing the amount of time spent on payroll preparation, TA100 Lite will pay for itself in less than one year!

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## Benefits

- Eliminates adding up time cards
- Eliminates missing punch overpayments
- Compiles employee data into a multitude of informative reports
- Helps develop employee schedules
- Grows to meet your expanding business needs
- Breaks down employee time by Department



## Features

**Payroll Automation:** Uniformly and comprehensively applies pay policies and shifts to time and attendance data.

**Ease of Use:** TA100 Lite is completely menu driven. For ease of operation, the system allows each user to arrange the information in an order that is convenient for them. Color-coded notations on the electronic timecard easily identify exceptions.

**Strategic Reporting:** There are over 75 reports available, which can be run by pay period or by any selected date range. Reports can be displayed on screen, printed, emailed, or sent to a data file.

**Customize:** TA100 Lite offers administrators the ability to change the names of key fields within the menu and reporting system.

**HR Functions:** Tracks employee attendance, employee tardiness, department transfers, schedules, automates employee time and wage calculations.

**Payroll Processing:** TA100 Lite comes standard with an export feature that allows you to send data to a third party payroll system without the need to re-enter this information into the payroll software.

**Spot Trends:** Not only can TA100 Lite show users when sick days were taken, it can produce Trend Analysis to show users how many days are taken and on which day of the week.

**Security:** Each user has a unique User ID and Password. Filters are included to allow supervisors to access only their respective employees.

**Employee Messaging:** TA100 Lite displays employee names at the data terminal for swipe validation.

**Optional Import/Export Builder:** The Optional Import/Export builder allows users define file formats to bring data into the system and export data out to a third party payroll system or other software packages.

**Optional On-line PC-Based Time Clock:** Allows employees to perform all normal time clock functions at their PC.

**Optional PDA Clock:** The Optional PDA Time Clock Module allows employees to perform all normal time clock functions on their PDA. Supervisor mode allows supervisors to perform transactions for their crew on an individual or group basis.

## Additional Options

- Optional On-Line PC-Based Time Clock
- Optional Support for PDA based Readers
- Optional Support for Import/Export Builder

