

smartSCMD-TA

Cloud compatible Web-based Attendance Management software with employee self service module



smartCOMMANDCONTROL is a web based access Management software especially designed to cater small, medium and large organizations. The software has very user friendly modular interface that is easy to operate with rich in functionality and also provides comprehensive various useful reports. Software has various other functions like Device configuration, masters, leave management, shift management, over time calculation, outdoor entry, late entry calculation, compensatory off etc.

Key Highlights

Attendance Anytime anywhere: Access Management & software can be access from anywhere anytime through internet.

Online Employee self Service:Using Browser employee can view their attendance; they can apply for leave/manual punch/tour entry/outdoor entry though internet with their login ID & password.Same way manager can onlineapprove all application sent by employee.

Integrated HRMS, Payroll and Work Force Management Module: Separate integrated module of HRMS, Payroll and Work force management software for overall manpower operationand efficiency management.

Email & SMS notification:Email and SMS notification can be sent for any configured process i.e. Leave application/Approval, manual punch application/approval, tour entry application/approval, etc.

Comprehensive Attendance Policy: Time attendance rules and policies are varyingfrom company to company.The feature permits the administrator to define various policies as per requirement of the organization for late coming, early going, continues absent, Overtime,Compensatory off, outdoor entry, etc.

Complete Online Leave Management: Every organization has theirset of rules regarding leaves. HR can define various types of leave codes like PL, CL, SL, and EL with description.HR can define various rules e.g. leave accumulation. HR can set the opening leave opening balance for every user; at the end of the financial year leave can be forwarded to new financial year.

Shift Management: (Effective Work force management) Work force management gets very easy with shift roster. Employee can be scheduled in various shift on the base work force required in varioustime. Shift patternsare fully depends upon organizations cultures. It varies from company to company or, sector to sector. Admin can define different type of shifts as per requirement. It is very difficult for a manager to manage workforce manually, we haveconsideredthose difficultiesinour software so manager can smoothly manage their workforce through various features available i.e.Shift Roaster, Auto shift, flexi shift, night shift

Useful MIS Reports:Software has various reports which is very useful for any organizations i.e. Late coming , early going, continues absentee/late coming/early going, effective work hour, Overtime (Individual /department wise), monthly employee,etc.

Device Management: It provides a user friendly interface to manage the Access andtimeattendance devices.All configurations of devices can be done through central software.Itdownloads the data scheduled/automaticallyand processes the data for generating various access and attendance related reports.

Feature List:-

Architecture:

- Cloud Compatible
- Multi Company
- Multi location/Department
- Multi login users with rights
- Audit trail log (History)

Dashboard

- User level Dashboard
- Inclusive summary on dashboard
- Latest data display on dashboard
- Pending Request Summary
- Leave summary on Dash board
- Employee count as per login rights

Employee Management

- Configurable Employee Hierarchy
- Multiple employee categories
- Employee Type
- Employee status
- Employee photograph with other details

Attendance Management

- Overtime Parameters
- Overtime Approval
- Late/Early count deduction
- Manual Entry
- Compensatory off
- Condone Entry
- Tour Entry
- Outdoor Entry
- Selectable controller for T/A swipes

Shift Management

- Auto shift
- Night shift
- Shift rotation
- Advance shift scheduling

Leave Management

- Leave Rules
- Leave Definition
- Leave Balance
- Leave Carry Forward
- Leave Opening Balance
- Leave Application/Approval

Access Management

- Blacklist of Employee
- Controller communication status
- Centralize fingerprint Template Management
- Bulk upload of cards
- Support Maximum 9,999 controller
- Controller reset command
- Central Date & time Synchronization
- User wise Latest swipe display
- Controller wise Latest swipe display

Database Management

- MS-SQL Server 2014 or, Higher
- Database backup
- Excel sheet Import for masters data

Masters

- Employee
- Company
- Locations
- Controllers
- Readers
- Department
- Designation
- Holiday
- Category

Access Report

- Employee activity status
- Employee master – Access
- Event
- First in last out
- IO Entry
- Access
- Audit master

Attendance Report

- Attendance report
- Absentee Report
- Attendance summary report
- Condone report
- Daily attendance report
- Early going report
- Employee active status
- Employee shift details
- In out Report
- Late Report
- Leave master Leave Register
- Monthly attendance excel report
- Punch
- Shift master
- Tour

Report Format

- PDF & excel

Pre-Requisite

- As per standard requirement

Migration-Existing desktop software