



SMARTER TIME IS ON YOUR SIDE

No manager can fix last week's overtime costs. But you can control this week's—if you have visibility. UniFocus' Time & Attendance is an automated, timekeeping management tool that gives managers all the detailed information they need to react in real time and manage time more effectively. The system shows a consolidated, single-page report that allows managers to access schedules, track overtime and tip pools, edit punches, and more from any web-ready device.

The Attendance Dashboard clearly illustrates punch-to-schedule violations immediately—*before* payroll

closes—streamlining manager time and effort and reducing or eliminating the cumbersome process of handling retropay. The mobile application and labor management system integrate seamlessly. Together, they give employees the ability to manage their schedules quickly and easily, enhancing work/life balance, and allow management to forecast, budget, plan, and more. It also allows real-time visibility into who's on the clock, who's coming in, and who's late, all while taking the manual labor out of calculations and adjustments.

All this adds up to less time tied to a desk and more time on the floor with guests.



SMART TIME CLOCK: Supports global languages and legislation, integrates scheduling, minimizes overtime, and improves manager effectiveness



ATTENDANCE DASHBOARD: Centralizes the timecard information into one efficient, convenient tool available any time, any where



MANAGER PORTAL: Provides real-time, at-a-glance information to help guide informed decision-making



MOBILE: Allows employees to manage their schedules and supports effective, real-time communication between managers and peers

TIME & ATTENDANCE

REAL TIME ALL THE TIME

Streamline your processes and optimize managers' time with UniFocus Time & Attendance. Allow your managers to take immediate action on scheduling/staffing nonconformities. Discover the advantages of handling Time & Attendance in real time.

KEY FEATURES & FUNCTIONS

- Cloud-based, 24/7 connectivity from any web-accessible device with an easy-to-use, intuitive interface
- Real-time platform, accurate reporting, and mobile alerts
- Time Clocks constantly access the cloud to present a synchronized schedule
- Employees review and approve or dispute punch corrections
- Allows for correcting errors, viewing/editing shifts, allocating payroll between properties, printing reports, and more
- Accurately applies employment data, HR policies & procedures, and work rules
- Customizable to the work rules in your area

BENEFITS & VALUE

- Streamlines timekeeping management and processes
- Fix timekeeping errors before payroll closes
- Eliminates calculation errors, reduces administration costs, and improves profitability
- Having immediate access to the data they need allows managers to spend more time on the floor with guests and leading their teams
- Leaves a paperless but still auditable trail for tracking and reporting
- Clear visibility into violations for performance analysis
- Approves punches at configured parameters based on company policy
- Daily view by pay period of punch-to-schedule relationship



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Time & Attendance helped the staff be even more effective because employees sometimes have more than one job code or department. UniFocus T&A machines help them punch in/out in the right department and gives the managers visibility. The system also handles work rules and saves money, as rules can be very complicated with lots of variables. UniFocus T&A can be customized to the work rules for your area.

~ Andre Zotoff

VP of Asset Management,
Strategic Hotels & Resorts

We rely heavily on the mobile app as an extension to labor scheduler. It streamlines a lot of paper-driven, administrative tasks.

~ Vincent Hubrich

Dir. of Productivity Improvement,
White Lodging Services Corp.

Thank you on behalf of the Great Wolf organization for your amazing partnership. This has been an amazing relationship, and I would like all the trainers and folks at UniFocus to know just how stellar it has been to work with you. A+ rating, no question.

~ Elliot Brandt

Corporate Mgr. of Onsite & Operations
Programs, Great Wolf Resorts, Inc.