

PAYCLOCK



Automated Time & Attendance System

PRO



BIG EFFICIENCY FOR BUSINESS



PAYROLL BECOMES AUTOMATIC

Business owners used to have little choice when it came to processing time and attendance data—either spend a lot of time doing it manually (with a high potential for error) or invest in a highly complicated and expensive solution better suited for large corporations. Now there's PayClock Pro, the integrated time and attendance system specifically designed to assist small to mid-sized businesses in automating payroll and accurately tracking employee attendance. The system is comprehensive and flexible, giving accurate data in various formats which conform precisely to your company's payroll rules. Perhaps the biggest advantage of PayClock Pro is in time savings; namely the hours every week you will eliminate from the payroll process.

The Power of Windows

The PayClock Pro system consists of PC400 wall or table-mounted terminals and PayClock Pro Time and Attendance software. By leveraging the power of Windows, the system provides extensive reporting and editing capabilities for up to 1000 active employees from as many as 250 terminals spread among different locations.



Simplicity of Use

The PC400 terminal functions are intuitive and simple to implement. Employees clock in and out with credit-card style badges or, if desired, using PIN numbers. The PC400 stores information which is then compiled and automatically calculated by the software into finished payroll; factoring in wages, employee attendance, vacation and sick time, automatic lunch and break deductions, department changes and more.

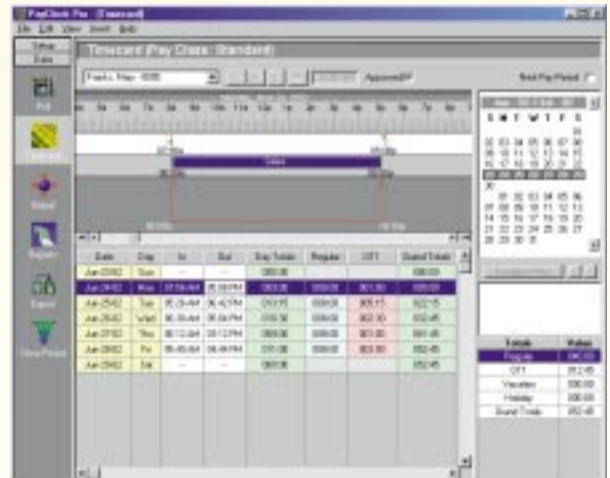


CLOCK IN/OUT USING BADGE



Keep Your Employees on Track

Using PayClock Pro's standard labor reports, you'll quickly see where each employee's time and your payroll dollars are spent. It tracks employees who transfer between departments and distributes their time and wages accordingly. In addition to labor totals, PayClock Pro provides standard absence and exception reporting. With PayClock Pro you'll be able to monitor your employees' daily attendance automatically, in a perfectly fair and impartial manner throughout the organization. These records can then be archived electronically for historical record purposes.



PayClock's Patent-Pending Electronic Time Card Screen Makes Editing Fast and Easy!

Communicate with Ease

For multiple location setups, such as in franchises, restaurants and branch offices, an optional built-in modem connection allows centralized payroll departments to make setup adjustments or download information from remote PC400 terminals through standard telephone links. Bells and horns, time-synched to shift changes, can be activated from the terminals.

Electronic Punch-to-Paycheck

PayClock 400 ships standard with interfaces to the most common payroll service applications, **QuickBooks**, **ADP** and **PAYCHEX**, allowing you to export your employees' total hours directly into your payroll software. Other interfaces are also available. This eliminates the time consuming, and often error-prone task of transferring these time values by hand.

Support is not an Afterthought

Anyone who has used Windows has the foundation to operate the system easily. Windows standard conventions provide a familiar, easy-to-use interface. If questions do arise, Lathem's trained resellers and support staff can resolve most problems quickly and efficiently with a simple phone call.

Lathem is a name you know and can trust. The Lathem family of time clocks and time management systems have been standard equipment in small businesses throughout the world since 1919.



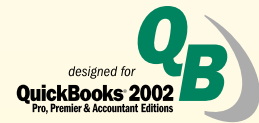
ACTIVATE BELLS & HORNS



CONNECT DIRECTLY TO PC



CONNECT USING MODEM (OPT)



“IT SAVES ME AT LEAST SIX HOURS
PER PAY PERIOD” Owner, International House of Pancakes

“I CANNOT IMAGINE GOING BACK TO
THE OLD WAY” Bookkeeper, Orthopedic Center

“PERFECT TOOL FOR MANAGING LABOR
COSTS” General Manager, Respiratory Equipment Company

“WE’VE SAVED MONEY AS WELL AS
HEADACHES” Manager, Convention Services

Calculate your Savings

This table is based on the savings gained from not having to incur typical costs due to time reporting and calculation errors, abused break schedules and time card preparation.

Typical savings for 25 employees
with hourly costs of \$10/person

Time reporting errors	\$2,100.
Calculation errors	504.
Abused break schedules	3,150.
Time card preparation	975.
Annual savings	\$6,729.

*source: American Payroll Association

Features

- Easy-to-use software
- Automatically calculates total regular and overtime hours
- Gross wage calculations
- Tips tracking
- Employee department transfers with different wage rates
- 40 standard reports
- Manage up to 1000 employees per system
- Manage up to 500 employees per terminal
- Allows employees to punch in and out at different terminals
- Terminals read reusable plastic badges or keypad PIN entry
- Tracks each employee's benefit time (sick, vacation, etc.)
- Interfaces to most payroll applications
- Archives time and attendance data electronically
- Install multiple terminals at a single location, or modem terminals at remote locations
- Ring bells or sound horns to signal start and stop times, up to 32 events per day
- Punch Lockout controls unauthorized punches.
- Time automatically adjusts for daylight savings
- Tabletop or wall mount bracket with key lock.

Terminal Specifications (PC400)

- Physical dimensions: 7.75" H x 7" W x 3.25" D
- Shipping weight: 7 lbs
- Operating temperature: 32°F to 110°F
- Relative humidity: 15% to 85% non-condensing
- Display: 4 line by 20 character LCD
- Reader: Magnetic Stripe badge (standard) Bar Code Badge (optional)
- Power: 115 VAC +/- 10%, 9W
- Battery backup: five year lithium (data only, non-operational)
- Standard bell ringer relay: 1 amp @ 120 VAC or 2 amps @ 24 VDC, dry contact, no direct voltage output
- UL, CSA, FCC and CS-03 certified

Communications

- RS-232(standard): up to 50 feet from host computer; standard RJ-45 jack; 2400 or 9600 baud
- RS-485(standard): up to 4,000 feet from host computer; multi-drop or star wiring using single twisted pair cable (Category 3 minimum), up to 31 terminals per RS-485 network; up to four networks per computer; standard RJ-45 connector or terminal block connector; 2400 or 9600 baud
- Modem (optional): internal 9600 baud, plug-in design (field upgradable); initiate and receive call support, standard RJ modular connector.

System Requirements

- 486 processor or faster (Pentium recommended)
- 8 mb of RAM
- 75 mb free hard disk space
- CD-Rom Drive
- Available 9 pin serial comm port, or modem, depending on specific installation
- Windows 95, 98, NT Workstation 4.0, ME, 2000 or XP



"EZ Update" technology for simple system maintenance using online software updates and updateable terminal program memory.



Contact:
Enterprise Time Recording Solutions • www.enterprisetime.ca

