

Why use an employee attendance system?

There are many ways that businesses keep an employee attendance record. Some use a paper based system such as a time sheet which employees have to fill in to keep a track of their own time, others use a time clock where an employee stamps a time card when they arrive and also leave. There are many purposes to keeping an accurate record of attendance of which the two key ones are to track payroll and increase productivity.

It is vitally important to know how many hours each employee worked for the week in order to pay them accurately. This can be time consuming and an exhausting task if you have many employees working for you, and even if you don't have that many. It can also be costly to carry this out in house with salary costs or if you have hired an outside company to take care of this. It is estimated that the standard error factor for a payroll department entering details manually is 3%

Recording time and attendance can also lead to an increase in productivity. Imagine if every single one of your employees turned up to work on time, came back from lunch on time and logged off on time. Think about how much you would not only save in time theft but also how much work you would get done on a daily basis.

However, keeping an employee attendance record can be time consuming and you don't want to increase your own workload by making this a tedious task. What makes it worse is that you have to repeat this task once a week, 4 times a month, or 48 times in a year. Your employees are going to cause more problems by not getting paid on time or getting paid the right amount.

You can spend your time doing more productive tasks and keeping up with all the tasks you have to complete each day.

So what is the solution? What if we told you that there is a simpler way to record your employee's attendance, a way that will be more accurate and save you money every single month, would you believe us?

Well let us tell you about employee time and attendance systems that will automatically record each of your employees. Yes I said automatically. The only thing you are required to do is first input the necessary data so the software knows who they are tracking and where they are supposed to be. Once that information is in there all you will need to do is keep the schedule up to date as well as the employee details and watch the reports and flag discrepancies that you need to action. And that's all there is too it.

