

TEK Time Systems, Inc.

12901 Ramona Bl. – Ste. K
Irwindale, California 91706
(800) 322-8463

1250 N. Lassen Street
San Bernardino, California 92411
(909) 875-3666

TIME AMERICA'S NEW TA100 PRO SOFTWARE HIGHLIGHTS

Since its introduction, the response to the new TA100 Pro System from Time America has been phenomenal! The TA100 Pro Software uses state-of-the-art 32-bit technology and MS Visual Foxpro 9 Database for enhanced speed and reliability. The following are just a few of the unique features of the TA100 Pro Software.

- **OVER 60 PAYROLL INTERFACES:** Included at no extra charge are over 60 interfaces for the most popular payroll services and softwares such as ADP, PAYCHEX, MAS 90, QUICKBOOKS, PEACHTREE, etc. This eliminates the need to re-key data, making TA100 Pro truly “punch to paycheck”.
- **ENHANCED ON-LINE TIME CARD:** One-step **direct in-cell editing** is much faster and easier as it allows you to insert missing punches right where they belong. An asterisk in the ‘S’ column identifies a supervisor entry. And the On-line Time Card now resizes itself according to your monitor’s resolution. The *Multiple Misc.* button allows you to schedule multiple vacation days in advance, for example. And more.
- **ENHANCED APPROVAL EDITOR:** Click this button once, and all employees’ Missing Punches and/or Absences are displayed instantly. Highlight an exception and click edit, it takes you directly to that employees’ On-line Time Card for editing. This feature is a tremendous time-saver!
- **TASK ORGANIZER BUTTON ON TOOL BAR:** The new Task Organizer helps you develop a routine. It takes you step-by-step through Daily, Monthly, Annual and Payroll Tasks, as well as complete System Set-up Tasks.
- **BENEFIT ENTITLEMENT TRACKING:** Now TA100 Pro tracks employees’ entitlement of benefits such as Vacation, Paid Sick Days, or any other definable category of benefits. It tracks how many hours were given, have been taken, are pending, and how many remain, automatically. Optional Benefits Accruals Module available.
- **ADDITIONAL LEVEL FOR ‘JOB’:** Along with unlimited Groups and Departments, now TA100 Pro adds ‘Job’ to the employees’ schedule assignments. This allows you to track time and wages spent on assigned Jobs.
- **POST HISTORICAL DATA IN UTILITIES:** As data accumulates, your computer will take longer to process the data. Posted historical data is removed from processing and stored. Posted historical data will still appear on printed reports, but will not appear on online timecards or transactions screens if needed for editing unless unposted.
- **SHIFT DIFFERENTIALS AND SALERIED EMPLOYEE TRACKING:** Three levels of differentials can be defined for each shift group. Also, TA100 Pro will track attendance of exempt employees, with or without paired punching.
- **E-MAIL REPORTS:** Now you can e-mail reports in pdf format to anyone on your e-mail list. You can even email time cards to individual employees. With the Autopoll & report feature, you can even have any report generated, sorted, printed and e-mailed automatically!
- **STATUS BOARD:** The newly redesigned in/out Status Board instantly displays employee whereabouts. (i.e.: Whether they are working, at lunch or gone for the day.) This allows you to see who has clocked in and who hasn’t, immediately! And the Status Board resizes itself according to your monitor’s resolution.
- **AM / PM OR MILITARY HOURS FORMAT:** Now you can select either format throughout the system.
- **NEW OPTIONAL MODULES:** There is an optional BENEFIT ACCRUALS module now available for companies whose employees earn benefits. And an optional P.C. PUNCH module that allows employees to punch in or out right on the P.C. screen using their own unique password I.D. With the optional BELL RINGER module and relay you can set up multiple schedules (i.e.: Summer sched. & Winter sched.). Each bell time can have its own unique duration.