



Corporate Edition/Business Edition

For state-of-the-art technology, leading-edge interfaces, and world-class support, **SELECTONTIME™ Corporate Edition/ Business Edition Software as a Service (SaaS)** is the Elite Workforce Management solution. With its web-based interfaces, the **SELECTONTIME™** hosted solution is the perfect choice for any size company.

SELECTONTIME™
MAKES IT EASY!



Have your enterprise workforce management solution up and running in a very short period of time, and start focusing on growing your business!

The Ultimate Hosted Solution for Time and Attendance / Workforce Management

Overview

Labor is one of the largest expenses an employer incurs, and it is controllable if the right automated workforce management tools are in place. Traditionally, a customer purchases a perpetual license and assumes responsibility for the software's implementation and ongoing management.

The **SELECTONTIME™ Corporate Edition/Business Edition Software as a Service (SaaS)** is a subscription-based hosted Time and Attendance / Workforce Management service. It represents a cost effective alternative and presents significant advantages to customers.

All you need is a web browser! Customers gain access to **SELECTONTIME™ Corporate Edition/Business Edition Software as a Service (SaaS)** through an Internet browser. No software needs to be installed on the user's computers, nor will they need to worry about upgrades of the software or backups of the data.

SELECTONTIME™ Corporate Edition/Business Edition Software as a Service (SaaS) is simply easier, faster, and more cost-effective!



Access Anytime Anywhere

All you need is an INTERNET CONNECTION

Wide Selection of Data Collection Devices



Customer Benefits

SELECTONTIME™ Corporate Edition/Business Edition manages the ongoing performance, server tuning, security, and the stability of **SELECTONTIME™ SaaS**. We continually offer the highest level of quality and service, which is built on the best possible hardware and software infrastructure to minimize the risk of service interruptions.

Less IT Management - Dramatically reduces the up-front costs and management effort

- Get excellent reliability and performance
- Deployment is minimal and fast
- No additional hardware required
- Avoid building and maintaining a redundant network and hardware infrastructure necessary to operate an on-premise software application
- Avoid ongoing management of service, upgrades, backups, and support which include hardware and infrastructure

Subscription Based - A pricing model that makes sense

Saves money - No need to pay for excess capacity! Lower total cost of ownership and quicker time-to-value

PPACA Module

This optional module provides robust features to help our customers comply with provisions of the Patient Protection and Affordable Care Act (PPACA).

Always Up to Date

Never worry about out-dated software - Benefit from free and automatic software upgrades to ensure that your subscribed service has the latest features

SELECTONTIME™ has it all

Navigator: The SelectOnTime Navigator is an easy-to-use Outlook-Style tool designed to assist you with daily / weekly procedures, new hires, and payroll processing.

Report Generator: With numerous easy to configure report templates, you can create hundreds of informative reports for your company. **SELECTONTIME™s** powerful report generator allows you to sort on any data field for any time period, filter by employee, labor groups or pay types, and print or export any report to Excel or PDF.

Import Employees: A powerful tool to eliminate hours of data entry.

Batch Background Processes: For posting of accrual benefit hours, holidays, auto pay for salary employees, just to name a few.

Payroll Interfaces: Over 300 available payroll bridges including BeneChex™, ADP®, Paychex®, Ceridian®, Paycomm®, Millennium®, and Quickbooks®.

And much more...

Payroll Integration Capabilities

Because **SELECTONTIME™ Corporate Edition/Business Edition Software as a Service (SaaS)** is frequently used in conjunction with payroll programs, **SELECTONTIME™** has developed over 300 different payroll/ERP system interfaces. These payroll bridges are designed to eliminate the time and errors associated with the manual input of employee hours, pay amounts, and benefit accrual/usage.

The solution offers seamless payroll integration capabilities that enable payroll administrators to export employee data (regular work hours, premium hours, shift differential hours, comp-time hours, etc.) in various convenient file formats, including PDF, XLS, RTF, HTML, and CSV. With hundreds of existing payroll

Multi-company

Data can be processed for payroll with various filters, including a company filter that accommodates customers with multiple payroll administrators or company subdivisions. For larger customers, this feature serves to divide the payroll load into employee subsets, such that data is processed in smaller batches based on varying pay periods, departments, regions, etc. While this allows for more organized and compartmentalized data processing, it also significantly reduces the data processing time.

Employee Web Services (EWS)

- Punch or enter timesheet data
- View benefit accrual balances
- Check work schedules
- Request time off
- View timesheet history

Payroll Administrator

- Review and approve timesheets for payroll
- Run payroll reports
- Process payroll with the ability to prepay employees based on their scheduled hours

Unleash The Power

SELECTONTIME™ INC.

Administrator Web Services

- Setup and configure shifts, pay policies, and holidays
- Setup and deploy access rights for employees and supervisors
- Assign employees to supervisors
- Create security profiles

Supervisor Web Services

- Create and assign work schedules
- Review, edit, and approve timesheets
- View timesheet history with exceptions
- View employee benefit accrual balances
- Add/update employees
- Dynamic report engine with many report templates
- In/Out Board to see who's in and who's out

interfaces, the power of the **SELECTONTIME™** mapping and interface builder simplifies the process of sending time and attendance data to virtually any third-party payroll system. **SELECTONTIME™** also supports the setup of dual payroll bridges (for companies using two payroll systems), as well as flexible mapping screens to provide maximum data capability.

Prepay

The system accommodates early payroll processing, allowing employees to be paid in advance (prior to the end of the pay period) for the number of scheduled hours assigned to the specified pre-pay days. The system automatically calculates these hours and applies adjustments in the subsequent pay period, which are based on the actual hours worked during the pre-paid days.

Payroll Reconciliation

The payroll reconciliation feature allows payroll administrators to run a check and balance validation for approved timesheet hours. Balances are updated and displayed in a consolidated timesheet summary page that includes all employees. When data is not processed for payroll, the system is able to check the approved timesheet hours against pay matrix and processed hours. If the balances do not align, the system will notify the user and generate a report to allow the user to conveniently review balances and evaluate the cause of the discrepancy.

Services

Implementation

Once you are ready to begin, we will use the information that we have gathered throughout the process to continue to develop a plan that meets all your expectations about rounding rules, pay periods, overtime rules, employee data, vacations, etc. We will then build your database to include your specifications, keeping you included and informed every step of the way.

Installation

Our team will work with you and your staff to set a Go Live date so you are ready to have employees punching in/out for your first payroll. Our technical team will install any hardware needed to get your system up and running promptly, they confirm communication between the hardware and software.

Education

You will receive customizable training catered to the needs of your company. We offer training to employees, managers, and supervisors, on-site or through remote support, or both; whatever works best for your company.

Support

Finally, after you and your staff are fully trained and comfortable, rest assured that our SelectOnTime™ IT team member will continue to be available to answer your questions and provide outstanding service when and where you need it.

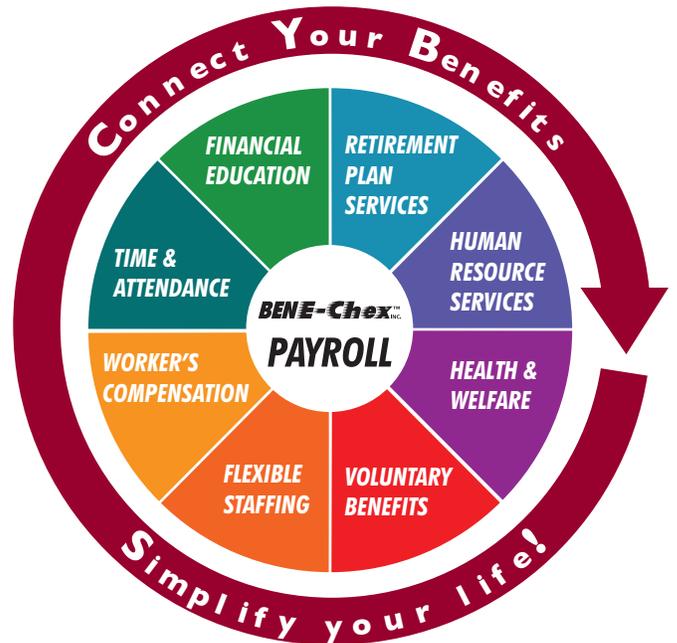


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Connect & Simplify™

Integrate your time and attendance system with

BENE-Chex™ INC.
PAYROLL



*Connect your benefits and simplify your life with
Connect & Simplify*

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