

Employee Attendance Management System offered by us helps in looking after the aspects like Organizational management, Personnel administration & Manpower management.

HRMS software is seen by practitioners as a more innovative view of workplace management than the traditional approach being used. When properly practiced, it also helps in risk reduction within organizations. The goal of human resource management System software offered is to help organizations meet strategic goals by attracting as well as maintaining employees as well as managing them effectively.

This system is basically developed for HR department as this department needs reports for summarizing details to submit to their management. Some reports that have to be prepared region wise include:

- Salary Spend
- Current Headcount by Region
- Projected Headcount by Region
- Monthly Recruiting Overview
- Total Turnover Rate
- Employee Feedback report & Employee Termination Report

It also allows reports to be generated in form of CHART to represent the data effectively.

Basic Features:

- System used for managing human resources of an organization through intranet and internet
- Main purpose of software is to manage daily attendance records as well as in maintaining leaves transactions & balance of employees of organizations

The core part of this software is to generate all kinds of reports related to:

- Employee's attendance
- Leave transactions
- Projected recruitments and retirements

In addition, it also includes the list of employees on the basis of:

- Different categories
- Departments
- Grades and castes

A complete Management System for attendance related issues, some other salient features of EAMS are listed below:

- Software based on web-enabled technology, which helps to keep pace with fast changing technological advancement
- Allows access to system from any computer system which is on network (Intranet or Internet)
- Provides tremendous flexibility for usage of the system
- Reduces physical transfer of data/ reports/ information etc, thus saving substantial efforts & expenses
- Can be integrated with any other system thereby making it part of the existing system
- No special effort required for transfer/ migration of the data
- Capable of integrating with any type of Hardware through using Swap Card Reader / Magnetic Card Reader / Biometric Attendance Noting Machines

The system consists of various modules. The important few are given below:

Access Control Module:

- Allows access control to the software
- Various levels of users are defined & access to system is given on selective basis

Employee Shift Management Module:

- Shifts of all Employees are assigned automatically as per schedule
- Shifts get changed as per pre defined Shift Rotation
- Admin User of system has right to change assigned shift of any employee as and when situation arises
- System keeps track of Holidays, off-days and other Non-working days

Online Migration of Data:

- Data from card readers is automatically transferred to system at a given interval
- Users can set interval as per his requirement
- A Pull Method, in case of the push method of the hardware fails or non-existent

Access Tracking System:

- The software has unique functionality of tracking movement of card user including recording & analyzing time spent at various locations
- This functionality helps management to control unproductive working time

Employee Skill Set Module:

- This module keeps record of different skills of Employee as well as the level of expertise required in each skill
- This helps in finding out the existing skill sets in the company at any given point of time

Authentication Module:

- Authentication module helps in authorizing/ rectifying anomalous records
- This includes forgetting to swiping the card/ erroneously swiping the card more than once/ working overtime

Management Information System:

- Very strong MIS
- Designed to provide various types of reports
- Helps management in curbing loss of revenue and increase profitability