

eSSL- eTime Track-Lite

--- eSSL Time Attendance & Payroll Management Help Manual

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eTimetracklite 11.9

About This Manual: This document introduces the main functions, the user interface and operations of the eTimetracklite Desktop software



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What is Time Attendance and Payroll?

eSSL - eTimeTrack-Lite is automated **Time & Attendance** Systems that provides an alternative to the mechanical time clock systems or paper-based timesheets.

eSSL - eTimeTrack-Lite Software allows companies to track and evaluate the performance and work activities of employees using a single software application. Time & Attendance Software enables employees to store, track and organize the most important employee time related information in single place. The required information to track and monitor employee activities and management processes is available on a computer. This can also be invaluable for ensuring regulatory compliance with working regulations and proof of attendance.

Why You Should Use Time Attendance and Payroll?

- Saving time for the accountant or book-keeper that was previously spent processing the old manual time and attendance system data
- To allow the attendance data to be collected at many computers around the company but processed and reported on central without the need for extra work
- So that local overtime laws are no longer a problem and can be adhered to in few seconds rather than hours spent on manual calculations
- Helps you keep track of your real labor costs as well as preventing overpayments, both of which will impact immediately on your bottom line
- > Prevents buddy punching and fraudulent time keeping records.
- Helps the Supervisor to know who is at work in fraction of seconds saving the time and allowing them to react more quickly to staffing problems
- BY knowing your employment costs by shift and department you can have a check over, The internal efficiencies more closely

eSSL - eTimeTrack-Lite Features

- > Highly intuitive Set-Up Wizard that will get you up and running quickly
- ▶ User friendly appearance requires less time to get you educated for the software
- Flexible Shift timing can be defined with allowed grace time for late coming and early going. Also supports multiple breaks with a configurable Lunch break
- Weekly off 1 (e.g. Sunday) & Weekly Off 2 (e.g. Saturday, 1st, 2nd, 3rd, 4th, 5th)
- Easy Configuration of Company Holidays
- Leave Type is defined for Leave Entries
- Scheduling of shift for employees through excel sheet
- > Shift calendar & Shift Roaster is defined for scheduling different shifts on different dates
- Scheduling of shift can be done by both Employee wise and Department wise
- Limited Leave quota management, that allows to assign Leave day(s) quota to employees. Consorted with "Leave Balance" report to track balance leave day(s) of employees.
- > Invalid or missing punches can be detected by a Missed out Punch Report
- SMS can be sent to employee ,By this employee can track his or her punch records on daily basis
- > Upload multiple users to multiple device
- Department Head can send Memo (Late Coming/Early Going, Absent, Half day, Missed Out Punch)to employee Individual or Group via mail
- > Online downloader that collect data from device based upon time interval
- Scheduler that calculate the Attendance Data, Sync enrolled User Info & Punch records, Triggers mail to Head of the department and to employees like (Late Coming/Early Going, Absent, Half day, Missed Out Punch)



- Send sms notification for absentee employees
- > Parallel Database , Helps in Integration with third party Payroll System
- > Import/Export of the employee through the excel sheet
- Reports like (Daily, Monthly, Yearly, Matrix, Memo, Exception ...etc)
- Work Code ,Customer can define work code based upon that employee reports can be generated
- Visitor Management helps to track the visitor in your company
- Canteen Management, Track the employee food consumption item wise & helps in employee & employer contribution, Streamline funds
- > Audit report which records user operations in the application
- ► TLS 1.2 communication



Go to Programs click on eTimetracklite



nin Masters Utilities Attendance Reports Canteen 🎤 🕺 🗀 🎚 🔆 😰 🖉 🚟 🖄 🏅 🖉 🍫 🦑 💥	Monitor Windows Help
	eSSL eTimeTrackLite Login
	eTimeTrack - Lite
	Login Name Password
	Login Close Database Setting
	Note: This software is protected by copyright law and international treaties. Unauthorized reproduction or distribution of this program, or any portion of it, may result in severe civil and criminal penalties, and will be prosecuted under the maximum extent possible under law.



Database settings:

Click on Database

eTim	neTrac	k - Lite	
	\bigcirc	Login Name Password	Login Close
			Database Setting

Connection for Ms Access Select Database Type as Ms Access

Database Typ	MS Access	4		
Filepath	D:\Customer Data\eT	meTrackLite1 (5).mdb		- Browse Path of Database
Password	Is Password Protec	ted		
Test Connect	tion	Save C	ose	
This software is p	protected by copyright law	and international treaties.	Unauthorized	
al penalties, and v	will be prosecuted under th	e maximum extent possible	under law.	

Click on Test Connection







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Click on OK button to save

orized



Connection for Microsoft SQL Server

Select Database type as Ms SQL Server

Assign: Below Credentials

Database Type MS SQL S	Server
Database Server/DSN Name	localhostserver
Database Name	e Timetracklite 1
Authentication Type	Sql Server Authentication
User Name	sa
Password	

Click on Test Connection

Database Type	MS SQL Server		-		
Database Server/	IN Name . ar	X			
Datab					
Authe					
	Connection established S	Successfully.			
User					
Passv	C	ОК			
Test			6 II		
			hd		
atabase settings			8	1	
atabase settings			<u> </u>		
atabase settings Database Type	MS SQL Server				
atabase settings Database Type Database Seneral	MS SQL Server				
Database Settings	MS SQL Server	X			
Database settings	MS SQL Server	×			
atabase settings Database Type Database Sources Datab Success Datab	MS SQL Server	X Successfully.			
atabase settings Database Type Datab Success Datab Success Datab Success User Success	MS SQL Server	Successfully.			
atabase settings Database Type Database Type Database Sectors Success Authe User Paser	MS SQL Server	X Successfully.			
atabase settings Database Type Database Success Datab Authe User Passy	MS SQL Server	Successfully.			
atabase settings Database Type Database Type Database Sector Database Type Data	MS SQL Server	Successfully.			
atabase settings Database Type Databa	MS SQL Server	Successfully.			



Connection for Oracle Expression Edition

Select Database type as Oracle

Assign: Below Credentials

Database Type	Oracle	
Database Server	DSN Name	localhost
User Name		Test
Password		*****
Port Number		1521
Service Name		XE

Click on Test Connection





Login Window Enter the below Credentials Login Name : essl Password : essl

eTime1	Frack - Li	te		
	Login Na Passwor	ame essi	Login	Close



Company:

- eSSL eTimeTrack-Lite Software support Multiple companies
- > User can Add, Edit & Delete companies if user has the permission to "Edit Companies"
- > This form will display the List of Companies which is accessible by Login User
- Company details consist of Company Name, Short Name, Email-Id, Website address & Location address
- "Visible to All " Check box is used to make Invisible Company which will be accessed by only the users who has permission to access Invisible Companies

Company List Company List			
Company Name Default	Short Name Default	Add Edit Delete	Click
Total Records : 1			



Name	: Enter Company name
Short Name	: Enter Company Short Name
Email Id	: Enter the Email id
Website	: Enter Web address
Logo	: Browse Company Logo Image
Description	: Enter the description for the company

mpany Details				×
Company Name	essl	Short Name	essl	
	✓ Visible to All			
eMail	essl@esslindia.com	Website		
Address Details	J P Nagar Bangalore			
Logo Image				
	ESSL Technology Developm	ent Company	Clear Logo	
	Preffered Size: 230) Pixels X 80 Pixels		
			Update Close	

Company Nan mpany Details	ne	Short Name	
Company Name	eSSI ▼ V	Bat fam	×
eMail Address Details	esslé Bang	Company Added Successfully.	lindia.com
		ОК	Add Close



Master Details:

Master Details form allows you to set master information related to Attendance calculation

Master Details consist of:

- > Whether Employee Code and Employee Code Stored in Device are same for application or not.
- Whether to allow a Fixed Shift for application or not. If Fixed Shift is checked then it will disable all shift Related options like Shift Details, Shift calendar, Employee Shift, Department Shift etc.
- * "Attendance Year starts on" Field will allows to set the start Attendance date and Month from which Attendance calculation has to start. For e.g. If you are willing to generate monthly report then it will take that Attendance date as Start of the month and if you are willing to generate Yearly Report then it will take Attendance date and Month as start of year
- "Minimum difference between two Punches" Field will allow to set the difference between two punches .If the difference between punches is greater than specified minutes then it will discard the later punch
- > "Punch Begin duration" Field is used to set maximum allowed time before Shift Begin Time
- If Employee does not have any assigned shift then whether to consider the shift of previous day or Auto Shift. Auto Shift will take the shift according to Firth Punch & Shift Begin Time
- > If Fixed shift is selected then Roaster, Shift Calendar, Employee, Department Shift will be disabled
- Whether to take Auto backup after Specified Days & Save it to specified Path, This Feature is allowed only for Ms Access Database

Master Details
Employee Code in Device is Same
Fixed Shift Begin Time 09:00 HH:MM 24 hr fmt
End Time 18:30 HH:MM 24 hr fmt
Attendance Year Starts on 1 🔹 Jan 👻
Minimum Diffrence between two Punches 5 In Mins
Punch Begin Duration 120 In Mins
When no shift assigned Consider Auto Shift
V Auto BackUp
Every 7 🗸 Days
Path D:\RLogs
Update Close
Click



Mail Settings:

This from will help admin to set email settings of the application User can send & receive mail notification related to the function of the application

Mail Settings		×
eMail Id	amit.kumar@esslindia.com	
SMTP Server	smtp.gmail.com	Port 587
User Name	amit.kumar@esslindia.com	Enable SSL
Password		
Send Test Ma	i U	pdate Close



SMS Settings:

This feature will enables to send sms to registered employee number

SMS details consist of URL Name, SMS Text Format If you check mark on enable SMS for new punches received ,It will send punch details of the employees ,once this

data received in application of the database based on the time interval set every 1hr, 2 hr, 3hr, 4 hr.. etc If you check mark for send only for single Punch, It will send only First single punch of that day to employee It will also send the SMS for absentee employees

🖳 SMS Settings	-		×
SMS Settings			
	Enable SMS for new punch recieved in last 1 🗸 in hours		
	Send only for Single Punch		
LIPL Name	https://anitestlocal.in/eend/2aniKey_3SyamuuEhe0.ikpeque&17rMOEV/9	fMMYlanfF	T
	Deer Eveloper Name ((Eveloper Name) > EMPCode ((Eveloper C	dassa haa	<u>'</u>
SMS Text Format	Dear Employee, Name- << <employeename>>> EMPCode- <<<employeeco< td=""><td>de>>> has</td><td>P</td></employeeco<></employeename>	de>>> has	P
	Send SMS for Absentees		
Absent Begin Time	e 10:00 HH:MM 24 hr fmt		
Absent End Time	10:30 HH:MM 24 hr fmt		
Absent Text Format	<< <employeecode>>><<<employeename>>><<<logdate>>></logdate></employeename></employeecode>		
Last Run Date	14 Mar 2022		
Mobile Number To Test			
Note:Please do not cha	nge the mentioned text format.		
EmployeeCode=<< <emp< td=""><td>oloyeeCode>>></td><td></td><td></td></emp<>	oloyeeCode>>>		
EmployeeName=<< <em< td=""><td>ployeeName>>></td><td></td><td></td></em<>	ployeeName>>>		
LogTime=<< <logtime></logtime>	»>		
EX 1: << <employeecod< td=""><td>e>>>: <<<employeename>>> punched at <<<logdate>>> : <<<logtime>>:</logtime></logdate></employeename></td><td>></td><td></td></employeecod<>	e>>>: << <employeename>>> punched at <<<logdate>>> : <<<logtime>>:</logtime></logdate></employeename>	>	
EX 2: << <employeecod< td=""><td>e>>>: <<<employeename>>> is absent on <<<logdate>>>.</logdate></employeename></td><td></td><td></td></employeecod<>	e>>>: << <employeename>>> is absent on <<<logdate>>>.</logdate></employeename>		
Send Test SMS	Save	Close	
	The second secon		
	Click)	



Shift Details:

This form will display the List of all shifts User can Add, Edit & Delete the shift

ſ	Shift List				×
	Shift List				
l	Shift Name	Short Name	Begin Time	End Time	
l	General	GS	09:30	18:30	Add
					Edit Delete
	Total Records : 1				
1					

Name	: Enter Shift Name
Short Name	: Enter Shift Short Name
Begin Time	: Enter Begin Time value (In 24 hour's format)
End Time	: Enter End Time value (In 24 hour's format)
Break1 Details	: Enter Break Time value (In 24 hour's format) & Range time should within
	shift Start & End time
Break 2 Details	: Enter Break Time value (In 24 hour's format) & Range time should within
	shift Start & End time & should not clash with Break1 timings
Punch Begin before	: Enter Punch Begin before in minute's w.r.t shift Begin time
Punch end Time	: Enter Punch Begin before in minute's w.r.t shift End time
Grace Time for Late Coming	: Enter in minute's
Partial Day	: Set the partial week of the day & timings



Shift Name	Moming		Short Nam	e Momi	ng		
Timings							
Begin Time	08:00 HH	H:MM 24 hr fmt	End Time	16:00	HH:MM 24 hr fmt		
🔽 Break 1							
Begin Time	12:00 HH	H:MM 24 hr fmt	End Time	13:00	HH:MM 24 hr fmt	e	
Break 2							
Begin Time	14:30 H	H:MM 24 hr fmt	End Time	14:45	HH:MM 24 hr fmt		
V Punch Begin	Before 60	mins (Defa	ult value come	s from Ma	ster Settings)		
Punch End A	fter 120	mins (Default is	Next Day Shit	t Begin Tir	ne- Punch Begin Durati	on)	
Grace Time	10 mi	ns (Default value	comes from F	mplovee C	ategory Settings)		
	10						

P	Shift Name Moming Timings	Short Name Moming	
al	Begin Time 08:00 HH:MM 24 h	r fmt End Time 16:00 HH:MM 24 H	nr fmt
	🔽 Break 1		
	Begin Time 12:00 Success	H:MM 24 F	nr fmt
	Break 2		
	Begin Time 14:30 Shit	ft Added Successfully. H:MM 24	hrfmt
	V Punch Begin Before	Settings)	
	Punch End After 1	OK Punch Beg	gin Duration)
	Grace Time 10 mins (Default	t value comes from Employee Category Setting	gs)
	Partial Day on Saturday - Be	egins At 08:00 End At 12:00 HH:MM 2	4 hr fmt



Shift Groups:

This form will display the List of all Shifts Groups User can Add, Edit & Delete the shift group Under group particular shift can be added

Shift Group List		
Shift Group Name Short Nam	ne	
	Add	Click
	Delete	
Total Records : 0		

Name	: Enter Shift Group name
Short Name	: Enter Shift Short Name

Note:

Left side will display all shifts, if user want to set "GS & Shift A" under Group test, Select that shift & click on right arrow, it will move on the right hand side than click on add

ift Groups Deta	ils	
Shift Group Deta	ils	
Name	Test	Short Name TS
Shift Access	ShiftA ShiftB ShiftC GS	



ift Groups Deta	ils			X
Shift Group Deta	ils		~	
Name	Test	Short Name	TS	
Shift Access	ShiftB ShiftC	> >> < <	ShiftA GS	
			Add	Close

-			
Name	Test	Short Name	TS
Shift Access	ShiftB		GS
	Shift		X
	Success		
	Shift	Group Added Successf	ully.
	🚺 Shift	Group Added Successf	ully.
	() Shift	Group Added Successf	ully.
	() Shift	Group Added Successf	ully.
	() Shift	Group Added Successf	ully.
	() Shift	Group Added Successf	ully.

Note:

If you want to make shuffle shift than select the shift and click on (\leq) left arrow



Shift Calendar:

This form will display the List of all Shifts User can Add, Edit Delete & Schedule the Shift Calendar

Shift Calendars		x
Shift Calendar List		
Shift Calendar Name	Short Name	
		Edit
		Delete
		Schedule
Total Records : 0		

Shift Calendar Name Short Name

Enter Shift calendar nameEnter Shift calendar Short Name

		Add	
Shift Calendar Details	×.	Delete	
Shift Calendar Name	Test	Juileutie	
	Add Close		Clic





it Galendar Na	me	Short Nam	e	Add
Shift Calendar I	Success			Edit Delete
Shift Calence Short Name	i Shif	it Calendar Added	l Successfully.	Schedul
			ОК	

Scheduling of the shift

Shift Calendars		×
Shift Calendar List		
Shift Calendar Name	Short Name	
		Add Edit Delete Schedule
Total Records : 1		



Select the month, you can select single cell or multiple cells, click on Assign Shift

Schedular	-				-	X
Shift Calendar Sh	ort Name: Test				July 20 🗸	< >
Sun	Mon	Tue	Wed	Thu	Fri	Sat
5 5					6	01
02	03	04	05	06	07	08
09	10	11	Assign Shift Delete Shift) 13	14	15
16	17	18	WeeklyOff	20	21	22
23	24	25	26	27	28	29
30	31					

Select the shift name from drop down list, you would like to assign for selected cells

Schedular	-				_	23
Shift Calendar Sh	iont Name : Test				July 20 🔻	< >
Sun	Mon	Tue	Wed	Thu	Fri	Sat
2 2				x		01
02	03	Select Shift	GS		07	08
09	10		GS ShiftA ShiftB Sh#C		14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					



Schedular	-					X
Shift Calendar Sh	nort Name : Test				July 20 v	< >
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						01-GS
02-GS	03-GS	04-GS	05-GS	06-GS	07-GS	08-GS
09-GS	10-GS	11-WO	12-WO	13-WO	14-GS	15-GS
16-GS	17-GS	18-WO	19-WO	20-WO	21	22
23	24	25	26	27	28	29
30	31					

Delete of assigned Shift

Select the month, you can select single cell or multiple cells, click on delete

Schedular	-					×
Shift Calendar Sh	ort Name : Test				July 20 👻	< >
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						01-GS
02-GS	03-GS	04-GS	05-GS	06-GS	07-GS	08-GS
09-GS	10-GS	11-WO	12-WO	13-WO	14-GS	15-GS
16-GS	17-GS	18-WO	Assign Shif	it WO	21	22
23	24	25	Delete Shif		28	29
30	31					



Schedular						
Shift Calendar Sh	ort Name : Test				July 20 🗸	< >
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						01-GS
02-GS	03-GS	04-GS	05-GS	06-GS	07-GS	08-GS
09-GS	10-GS	11-WO	12-WO	13-WO	14-GS	15-GS
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					



Shift Roaster:

This form will display the List of all Shifts Roaster User can Add, Edit & Delete the shift like Daily, Weekly & Monthly

Shift Roster		
Shift Roster		
Shift Roster Name	Shift Roster Type	Add Edit Delete
Total Records : 0		

Rotation Master Name	: Enter rotation master name
Begin Day	: Enter Start date
End Day	: Enter End date
Shift Rotation Pattern	: Select rotation pattern
Weekly Off 1	: Select the weekly off 1 from the drop down
Weekly Off 2	: Select the weekly off 2 from drop down & you can set condition like
	$\{(\text{Every}, 1^{\text{st}}, 2^{\text{nd}}, 3^{\text{rd}}, 4^{\text{th}}, 5^{\text{th}}, \text{ or Alternate } (1, 3), \text{ Alternate } (2, 4)\}$



otation Master Name	Daily		Begin Day 01 J	lul 2017		End Day	10 Ju	ıl 2017						
nift Rotation Pattern	Daily		O Weekly			Mon	hly							
	🔽 1st Day	GS	Monday	GS	-	Mon	Tue	Wed	Thu	Fri	Sat	Sun		
	2nd Day	ShiftA	Tuesday	GS	*	1	2	3	4	5	6	7		
	🔽 3rd Day	ShiftB	Wednesday	GS	*	8	9	10	11	12	13	14		
	🔽 4th Day	GS	Thursday	GS	*	15	16	17	18	19	20	21		
	🔽 5th Day	ShiftC	Friday	GS	*	22	23	24	25	26	27	28		
	🔽 6th Day	ShiftA	Saturday	GS	*	29	30	31						
	🔽 7th Day	WO	Sunday	GS	*				20 X		~ ·			

Rotation Master Name	Daily	Begin Day 01 Jul 2017 [■ End Day 10	Jul 2017	•			
Shift Rotation Pattern	Daily	O Weekly	Monthly					
	▼ 1st Day Success	;	×	Wed	Thu	Fri	Sat	Sun
	✓ 2nd Day				4	5	6	7
	✓ 3rd Day	Shift Rotation Master Added	Successfully	10	11	12	13	14
	V 4th Day		Successionly.	17	18	19	20	21
	✓ 5th Day			24	25	26	27	28
	✓ 6th Day		ОК	31				
	V /th Day							
Weekly Off 1	Sunday 👻	📝 Weekly Off 2	Saturday 🔹	Every 🔻	•]			



Leave Types:

This form will display the List of all Leave Types User can Add, Edit & Delete the Leave types

eave Type List				×
Leave Type List				
Leave Type Name	Gender	Yearly Limit	Carry Forward Limit	
CL	All	5	0	Add
PL	All	10	2	
SL	All	10	0	Ear
				Delete
fotal Records : 3				

Leave Type Name Short Name Yearly Limit Carry Forward Limit Applicable To Consider as Allow Negative leave Balance Description

- : Enter Leave Type Name
- : Enter Leave type Short Name
- : Enter yearly limit value
- : Enter carry forward limit value
- : Select the Gender type
- : Select the leave type to be paid or without paid
- : Applicable means check mark this option
- : Enter the description of the leave type





Leave Type Name	Earned Leave	Short Name	EL	
Yearly Limit	15	Carry Forward Limit	10	
Applicable To	All Male	Female		
Consider As	Leave With Pay	 Allow Negative Lea 	ave Balance	
Description	Earned Leave			

Leave Typ	pe List Σ	3
Leav L CL PL SL	Leave Type Name Earned Leave Short Name EL Yearly L Success Applicable Consider Descrip Descrip Add Close	
Total Red	scords : 3	



Employee Categories:

This form will display the List of all Employee Categories You can Add, Edit & Delete the Categories

Category List		×
Category List		
Category Name	Short Name	
Default	Default	Add
		Edit
Total Records : 1		

Attendance Calculation Details are:-

OT Formula is used to set Method to calculate Overtime Note: OT Not applicable is used to ignore Overtime Minimum & Maximum OT minutes can be set

There are three types of OT Formula:

- a) Out Punch Shift End time will Calculate OT by subtracting Out Time (Last out Punch) from Shift End Time if Out Time is Greater Than Shift End Time
- b) Total Duration Shift Duration will Calculate OT by subtracting Shift Duration from Total work duration
- c) Early Coming + Late going will Calculate OT Adding early Coming minutes and Late Going Minutes which is depended on Shift Begin Time and End Time.
- > "Neglect Last In Punch" is used when there is missed Out punch it will discard the Last In Punch
- Consider First & Last Punch" is used to consider the first day of the punch & last day of the punch
- > Grace Time is used to neglect Late coming \ Early going Minutes if it is less than Specified Minutes
- Weekly Off1 can be set entire week falls in that month & Weekly Off2 can be set for particular (1st,2nd,3rd,4th &5th) weeks of the month
- "Consider Early Coming Punch" will allow you to set whether to take Punches before Shift Begin Time or not



- > "Consider Late going Punch" will allow you to set whether to take Punches after Shift End Time or not
- "Deduct Break Hours from Work duration" is used to set whether to deduct break hours from working Hours or Not, This Break Hours will be deducted according to Shift Break1 and Break2
- Calculate Half Day If Work duration Less Than" is used to set whether to mark half day Present or not if work duration is Less than specified minutes
- "Calculate Absent If Work duration Less than" is used to set whether to mark "Absent" or not if work duration is less than specified minutes.
- "Marked Weekly Off & Holiday as Absent for Prefix day is absent" is used to mark Weekly off and holiday as Absent if employee is "Absent" on Previous day
- ▶ "Mark Absent" if late by mentioned minutes on the same day
- ➤ "Mark Absent Half day or Full day " if late occurrences are more than specified days

gory Details									
ategory Name	usiness Analyst	Short Name	BA						
T Fomula	Jut Punch - Shift End Time 🔹	Min OT 3	30 🔽 N	lax OT 30	Mins				
Consider Only First	and Last Punch in Att Calculations	Grace Time for L	ate Coming	15	Mins				
Neglect Last In Pu	inch(For missed out punch)	Grace Time for E	arly Going	15	Mins				
Weekly Off 1 S	unday 🔻	Weekly Off 2	Saturday	-	•				
		🔽 1st 🔽 2n	d 🔽 3rd	🗸 4th 📝	5th				
Consider Early con	ning punch 👿 Consider Late Going pur	nch 📃 Deduct B	reak Hours fr	om Work Dura	ation				
Calculate Half Day	r if Work Duration is less than 240	Mins							
Calculate Absent	if Work Duration is less than 120	Mins							
On Partial Day Cal	culate Half Day if Work Duration is less th	nan 240	Mins						
On Partial Day Cal	culate Absent if Work Duration is less that	an 120	Mins						
Mark Weekly Off a	and Holiday as Absent If Prefix Day is Abs	ent							
Mark Weekly Off a	and Holiday as Absent If Suffix Day is Abs	ent							
Mark Weekly Off a	and Holiday as Absent If Both Prefix and S	Suffix Day is Absent							
Mark Half Day	✓ Absent when Late For 3 ✓	days.							
Mark Half Day If la	te by Mins.								
Mark Half Day If E	arly Going by Mins.								
		(Add		Close			—(Cli
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Public Holiday:

This form will display the list of all Public Holiday's

User can Add, Edit & Delete the holidays & it can be restricted to particular groups



Holiday Name	: Enter Holiday Nam
Company Name	: Select the company
Date	: Set the date
Description	: Enter holiday descr
Restricted to Group	: If restricted to grou
•	

le

- from the drop down
- ription

p is unchecked then holiday will be by default to all groups, if you want to restrict the holiday to particular groups, Press control to select multiple group



	Company	AI	•	
liday Date	Holiday Name	Company N	ame	
liday Details			X	
Holiday Name	RepublicDay		Restricted to Group	
Company Name	All Date	27 Jan 2017 👻	Holiday Group 1	
Description	RepublicDay		Holiday Group 2 Holiday Group 3 Holiday Group 4	
			Holiday Group 5 Holiday Group 6	
			Close	Click
			Add Close	Clic

Holiday List			
Holiday List	Comp	any All 👻	
Holiday Date	Holiday Name	Company Name	
Holiday Details			23
Holiday Name R Company Name A Description R	Success Holiday Adde	ed Successfully.	stricted to Group av Group 1 av Group 2 av Group 3 av Group 4 av Group 5 av Group 6 Close
Total Records : 0			



Department:

This form will display the list of all Departments User can Add, Edit & Delete the departments

Department List		×
Department List		
Department Name	Short Name	
Account	Account	Add
Default	Default	Edit
Software	Software	Delete
Total Records : 3		

Name

: Enter Department name: Enter Department Short Name

Short Name: EnteDescription: Ente

: Enter the description for the department

ccount	Department Details		Add
dmin efault	Department Name	HumanResources	Edit
Software	Short Name	Human Resources	Delete
	Description	HumanResources	
		Add Close	
-t-I Dd	c. A		







Department Shift:

This form will department shift list User can assign department shift

Department Shifts								
From Date 01 Feb 20' 🔹 To Date 21 Jul 2017 💌 Department Al 💌 Company Al								
From Date	To Date	Company	Department	Shift Assigned	Shift Type	Last Modified Date		
01 May 2017	10 May 2017	Default	Service	ShiftA	Shift	21 Jul 2017	Assign	
01 Apr 2017	10 Jul 2017	Default	Account	GS	Shift	21 Jul 2017	Edit	
							Delete	

Click on assign & select Company, Department, Shift & select the from date to date

Department Shift De	tails
Company	eSSL
Department	Service
	💿 Shift 🔘 Shift Calendar
Shift	ShiftA 💌
From Date	01 Jul 2017
To Date	21 Jul 2017
	Add Close
	Click


Employees:

This form will display the list of all Employees, You can Add, Edit & Delete the Employees

Employee List												
Company Al	Designation All	 Category 	Al	Status Working	Employment Type All	Location	AI					
Fiter	Emp Code	Emp Name	Compar Em	ployee Details	Bangestee Locale	- Catagore		Team	Status	Emp. Type	Modified By	^
Employee Code	99	99	Default E	mplovee Details					Working	Permanent	essi	E Add
	100	100	Default						Working	Permanent	ess	
Is Exact Filter	109	109	Default	Fardenes Name	A-51	1	a Mala a Famala		Working	Permanent	essl	Cui
Employee Name	110	110	Default	Employee Name	amannan		Male O remale		Working	Permanent	essl	Delete
	111	111	Default	Employee Code	510]			Working	Permanent	essl	
Department	114	114	Default	Device Code		Dhata			Working	Permanent	essl	
Default	118	118	Default	_					Working	Permanent		
Software	119	119	Default	Company	esst •	J			Working	Permanent	essl	
	400	400	Default	Department	Software •]	V		Working	Permanent	essl	
	500	500	Default	Designation	Senior Business Analyst 👻	1		Default	Working	Permanent	essl	
	501	501	Default	Holiday Group	Holiday Group 1	Location	Bangalore 👻	Default	Working	Permanent	essl	
	999	999	Default		norday croup i	Chift Comm	Nee		Working	Permanent	essi	
	1003	Sathya Sheelan C	Default	Employment Type	Permanent	Shift Group	Ivone		Working	Permanent		
Filter Reset	1006	ABC	Default	Grade	Default -	Shift Roster	Daily 🔹		Working	Permanent		
	1009	Chetan	Default	Date of Joining	20 Jan 2011	Category	Default 🔻		Working	Permanent		
	1010	Girish CS	Default		-	Team	BA1 -		Working	Permanent		
	1011	Saleem	Default	Status	Working	J			Working	Permanent		
	1014	BASAVARAJ H S	Default	Date of Resigning	17 Jul 2017	Date of Confirmation	20 Jan 2011		Working	Permanent	essl	
	1015	Santhosh Kumar SB	Default	Aadhaar Number	46546646464656982]			Working	Permanent		
	1019	1019	Default				\sim		Working	Permanent		+
	1036	Hanumantha	Default			(Add Close		Working	Permanent		
	1037	Roopa D	Default				\sim		Working	Permanent		+
	1038	Anshu	Default	Default		Default	None		Working	Permanent		
	1040	Anand MK	Default	Default		Default	None		Working	Permanent		
	1041	Guthyappa	Default	Default		Default	None		Working	Permanent		
	1064	Shivkumar	Default	Default		Default	None		Working	Permanent		
	1067	Arvind	Default	Default		Default	None		Working	Permanent		
	1078	Chaluvaraju	Default	Default		Default	None		Working	Permanent		+

Employee Name	: Enter Employee Name
Employee Code	: Enter Employee Code
Device Code	: Enter employee code in the device
Company	: Select the company from the drop down
Department	: Select the department from the drop down
Designation	: Enter designation of employee
Gender	: Select the gender
Holiday Group	: Select the holiday group from the drop down
Employment Type	: Enter employment type of the employee
Grade	: Enter grade of employee
Date of Joining	: Set the date of employee joining
Date of confirmation	: Set the date of employee confirmation
Status	: Select the status from the drop down
Location	: Enter employee location place name
Shift Group	: Select the shift group name from the drop down, if applicable only
Shift Roster	: Select the shift roster name from the drop down, if applicable only
Category	: Select the category from the drop down
Team	: Enter employee team name
Aadhaar Number	: Enter the aadhaar number of the employee



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Photo: Browse the path of the Image or you can also take photo of employee from the web cam also

Biometric Details:

Employee finger can be registered remotely via system by connecting the finger print scanner to the system





Employee other Details:

mployee - 510 : \	<i>l</i> ijaykumar		
Father's Name	Kumar	Mother's Name	Radha
Contact No.	9998556321	Blood Group	AB
Email Id	vijay@gmail.com		
Date of Birth	01- January -1900 🗐 💌	Place of Birth	Bangalore
Nominee1	Radha	Nominee2	Pradeep
Residentail Address	#253,16 2nd Main Road, 4th Phase J P Nagar Bnagaloer		
Permanent Address	#253,16 2nd Main Road, 4th Phase J P Nagar Bnagaloer		
Remarks			

Employee Shift Details:

User can assign the shift to employee & delete the assigned shift Select the month, you can select single cell or multiple cells, click on Assign Shift

Employee Deta	ils Login & Dep	artment Access	Details Shift D	letails Leave De	tails	
				July	2017 🗐 🔻	< >
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						01-
02-	03-	04-	05-	06-	07-	08-
09-	10-	11-	12-	Assign Shi WeeklyOff Delete Shi	f ft	15-
16-	17-	18-	19-	20-	21-	22-
23-	24-	25-	26-	27-	28-	29-
30-	31-					



Continue ...

Employee Detai	ils Login & Dep	artment Access	Details Shift Deta	ils Leave De	tails	
				July	2017 🗐 🗸	< >
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						01-
02-ShiftA	03-ShiftA	04-ShiftA	05-ShiftA	06-ShiftA	07-ShiftA	08-ShiftA
09-ShiftA	10-ShiftA	11-ShiftA	12-ShiftA	13-ShiftA	14-ShiftA	15-ShiftA
16-	17-	18-	19-	20-	21-	22-
23-	24-	25-	26-	27-	28-	29-
30-	31-					

Select the month, you can select single cell or multiple cells, click on delete

Employee Detai	ils			-	- Contract of Cont	×
Employee Detai	Is Login & Dep	artment Access	Details Shift De	tails Leave D)etails	
				July	2017 🗐 👻	< >
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02-ShiftA	03-ShiftA	04-ShiftA	05-ShiftA	06-ShiftA	07-ShiftA	08-ShiftA
09-	10-	11-	12-	13-	14-	15-
16-	17-	18-	19-	20-	21-	22-
23-	24-	25-	26-	27-	28-	29-
30-	31-					





Leave Details:

User can assign the leave to the employee

Employee Details											
Employee Deta	ils Login & Dep	partment Access	Details Shift D	etails Leave De	etails						
Assign L	eave			July 2017 🔍 🗸 🕞							
Sun	Mon	Tue	Wed	Thu	Eri	Cat					
oun	MOIT	Tue	Weu	Thu		Jat					
						01					
2.						29					
02	03	04	05	06	07	08					
09	10	11	12	12	14	15					
	010		12	13	14	15					
16	17	18	19	20	21	22					
23	24	25	26	27	28	29					
30	31										
		•				•					

mployee Details Login	& Department Access Details	Shift Details Leave	e Details	
Assign Leave		July	2017 🔍 🗸 <) >
Update Leave Ent	Ŋ			×
Employee Na Or Full Day	me Vijaykumar	1/4 Day		
From Date	10 Jul 2017	 Approved By 	Admin	
To Date	11 Jul 2017	Leave Type	CL	•
Remarks	Personal			



Continue ...



Employee Deta	ils Login & Dep	partment Access	Details Shift D	etails Leave D	etails	
Assign L	Bave			July 201	7 🛛 🕶 🤇 <	>
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						01
02	03	04	05	06	07	08
09	10-CL	11-CL	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					



Leave Summary:

This form will display the employee summary based upon the year that includes leave type, Leave Allowed & Allowed leave& Leave Taken

		in a Department Access Details 5	Thit Details Leave Details	
	Employee Name	Vijaykumar	🖲 Male 🔘 Fe	emale
mployee Leave	S International Contract	200		
Employee	Leaves			Year 2017
Leave Type	Year	Allowed Leaves	(Std.) Allowed Leaves(A	ctual) LeaveTake
CL	2017	5	5	2
EL	2017	15	15	0
PL	2017	10	10	0
SL	2017	10	10	0
	Status	Working	. Team Default Date of Confirmation 17 Jul 2017	•
	Date of Resigning	01 Jan 3000		

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This form also allows to Update Multiple Employee details which will you find in right click menu option

🛓 Admin Masters	13. Admin Masters Utilities Attendance Reports Canteen Monitor Windows Help 29. Jean 🔁 1 🗃 💀 😰 💵 💷 🗃 🖉 🔰 🖉 🍻 🏈 🎉 🎉 🊎													
Employee List														
Company All	Designation All	Category	Al	Status Working	 Employment T 	ype Al	Location	Al	•					
Filter	Emp Code	Emp Name	Company	Department	Designation	Location	Category	Shift Group	Grade	Team	Status	Emp. Type	Modified By	
Employee Code	999	999	Default	Default	Eletrican		2	None			Working	Permanent	essi	
	1003	Sathya Sheelan C	Default	Default			Default	None			Working	Permanent		
🔽 Is Exact Filter	1006	ABC	Default	Default			Default	None			Working	Permanent		
Employee Name	1009	Chetan	Default	Default			Default	None			Working	Permanent		
	1010	Girish CS	Default	Default			Default	None			Working	Permanent		
Department	1011	Saleem	Default	Default			Default	None			Working	Permanent		
Default	1014	BASAVARAJ H S	Default	Default			Default	None			Working	Permanent	essi	
Software	1015	Santhosh Kumar SB	Default	Default			Default	None			Working	Permanent		
	1019	1019	Default	Default			Default	None			Working	Permanent		
	1036	Hanumantha	Default	Default			Default	None			Working	Permanent		
	1037	Roopa D	Default	Default			The second se	None			Working	Permanent		
	1038	Anshu	Default	Default	Up	date Departmer	* \	None			Working	Permanent		
	1040	Anand MK	Default	Default	Up	date Category		None			Working	Permanent		
Filter Reset	1041	Guthyappa	Default	Default	Up	date Company	1	None			Working	Permanent		
	1064	Shivkumar	Default	Default	Up	date Status		None			Working	Permanent		
	1067	Arvind	Default	Default	Up	date Designatio	n 🗖	None			Working	Permanent		
	1078	Chaluvaraju	Default	Default	Up	date Employme	ent Type	None			Working	Permanent		
	1083	Basavraju CS	Default	Default	Up	date Location		None			Working	Permanent		
	1091	Raju	Default	Default	Up	date Grade	/	None			Working	Permanent		
	1095	Vijaylakshmi M	Default	Default	Up	date Team		None			Working	Permanent		
	1097	abhi	Default	Default	Up	date Holiday Gr	oup	None			Working	Permanent		
	1099	Mohit Bhandari	Default	Default	*	date Shift Grou		None			Working	Permanent		

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Employee Shift:

- This page will display the employee assigned shift records, you can assign the shift to single employee or multiple employees
- > User can filter shift entries by Employee name, code, from date -To date, status etc...

Employee Shift De	etails												
From Date 17 Jun 2017 Company Al	7 • • D	To Date 17 Ju esignation All	ul 2017 👻 Catego	ory Al	▼ Status Worki	ing 🔹 Emp	loyment Type A	I •	Location All V Si	nift Assigned	i Al	•	
Filter Employee Code	From Assig	n Date To D n Employee Shif	iate Emp Code t	e Emp Nam	e Shift S	Shift Type	Company D	epartment	Location Category S	Status	Emp Type Permanent	Modified By essl	Assign
🔲 Is Exact Filter		From Date 12	Jul 2017 🔲	To Date	14 Jul 2017		ift 🕜 Shift Cale	ndar Shift	GS 🔹				Edit
Employee Name Department		Filter Employee Code Employee Name		Filter Reset	Company All Designation Al	• [•]	epartment imployement Type	AI	GS ShiftA ShiftB ShiftC NG	•			Delete
Default HR Software		Emp Code	Emp Name	Company	Department	Designation	Category	Status	Employeement Type	^			
		110	110	Default	Default	Eletrican	Default	Working	Permanent				
		111	111	Default	Default	SE	2	Working	Permanent				
		114	114	Default	Default	SE	Default	Working	Permanent				
		118	118	Default	Default		Default	Working	Permanent				
Hiter Heset	1	119	119	Default	Default	SE	Default	Working	Permanent				
		400	400	Default	Default	Eletrican	2	Working	Permanent				
		500	500	Default	Default		2	Working	Permanent				
		501	501	Default	Default		2	Working	Permanent				
		510	Vijaykumar	Default	Default		2	Working	Permanent				
	E	999	999	Default	Default	Eletrican	2	Working	Permanent				
		1003	Sathya Sheelan C	Default	Default		Default	Working	Permanent				
		1006	ABC	Default	Default		Default	Working	Permanent				
		1009	Chetan	Default	Default		Default	Working	Permanent				
		1010	Ginsh CS	Default	Default		Default	Working	Permanent				
		10(1	Saleen	Default	Default		Default	Working	Permanent				
	Tota	l Employee: 501	Total	Selected Employee:	:1				Assign Shift Close				



Employee Shift Schedule:

- This page will display the employee assigned shift records, you can assign the shift to single employee or multiple employees through excel sheet
- ▶ User can filter shift entries by Employee name, code, from date -To date, status etc...
- Shift short name is shift code name

dmin	Mas	sters Utilities Attendance R	Reports	Canteer	n Mo	onitor	Windo	ws H	lelp																					
۹ 🛛		Companies	1 1/2 1	🤗 🐉	36 6	3																								
		Master Settings																									1		_	
ploye	0	Mail Settings																										In	nport	
_	SMS	SMS Settings			1455		_		_				1 0000			- 10					10.000									
02	5	Shift Details		~	De	signation	All		~ 0	Category	All		✓ Sta	tus All		~ E	mployme	nt Type	All		~ Loo	ation	All		~					
	5	Shift Groups	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	-
vee Co		Shift Calendars	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	
		Shift Roster		8	3	•	•	8	5	5	8	3			8		5	2	8	•	-	5	7	5	-	5		-	-	
Is Exa		Leave Types		3	3	5	5	<u>51</u>	a	31	51	3	5	2	3	3	-	3	5	-	÷	-	-	7	-	-	-	30	12	
ee Nar	2	Emp Categories		2	21	-	2	2	2	2	21	21	2	*	2	2	-	2	2	-	4	4	2	2	-	1	-	27	27	
	Ŀ	Public Holidays	-	-	-	-	•	÷ .	-	-1	-	•	-	*	•	*	-	•	-	-	-	•	-	-	-	-	-		-<	
ment	-20	Departments		2	3	-	•		3	3	3	5	-	•	3		-	3	2	-	-	:	5	5	78	7	-	-	-	
t	5	Department Shifts	3	5	3		1	<u>8</u>	3	51	51	0	5	5	3	8	1	3	3	•	0	1	1	1	20	1	•	20	20	_
	10	Employees	•	-	-	-	-	21	-	-	21	-	-	-	2	2	-	2	-	-	-		-	-	-	-	-	-	-	
	18	Employee Shifts		•	-	-	•	•	•	-1	81	•	-	*	۰		-	-	*	-	-	•	-	-	-	-	•	•	•<	_
0	18	Employee Shift Schedule		3	3	•	.	5	•	5	80	3	-		3		2	2	*	•	•	1	5	•	-	5	•	.	-3	
	-	Laure Enterne	•	3	2	5	•	51	3	51	51	5		2	3	3	1	3	5	-	•	1	-	-	7	-	-	1 20	10	
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	**	OutDoor Entries	•	•	-	•	•	•	•	-1	81	•	-	*	•	*	-	•	*	•	÷	•	-	•	-	-	-	•	•<	
tor	3	Log Records		2	3	-	•	1	-	2	3	5	:	•	2		-		2	-	-	1	5	5	70	5	-	-	-	_
ALCI	1	Attendance Register	1	•	2	· .	•	51	3	1	51	0	1	2	1	3	1	3	3	•	·	1	1	1	-	1	•	20	10	_
		OT Register		-	-	-	-	2	-	-	-	2	-	•	2	2	-	2	-	-	-	-	2	4	-	-	-	-	-	
		Leave Summary	•	•	-	•	•	•	•	-1	81	•	-		•	*	-	•	-	-	-	·	-	•	-	-	•		-<	_
		Attendance Logs			•	•	•	1	1	2	8	3	•		1		1	1	2	•	•	:	5	•	-		•	•	-	_
	æ	Manage Work Code	8	5	2	-	3	51	3	1	1	0	-	2	5	3	-	3	3	-	•	•	-	-	-	-	-	20	-2	_
		Device Greetings		-	-	•	-		-	-	-	-	-			-	-	-	-	•	*	•	-	-	-	-	•	-	-	_
		Employees Greetings	·	-	-	-		•	•	-	-	-	-	*	-	-	-	-	-	-	-		-		-	-	-	100	- 1	

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1	EmployeeCode	1	Shi	tShor	tName	5	6	i ī	1 8	9) 10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	5 26	27	28	29	30	31
2	100	GS	G Ger	eral	- 65	VO	WO	GS	GS	GS	GS	WO	GS	GS	GS	GS	WO	WO	GS	GS	GS	GS	WO	GS	GS	GS	GS	WO	WO	GS	GS	GS
3		- (We	eklyOff	- WO																											



Continue ...

Employee Shift	Details																														Imp	vort	Ехро	rt
Month 03 v Yea	2023 ~	Company All		~		Designa	tion Al		~	Ca	tegory	AI		 ✓ Sti 	atus /	Al	V	Emplo	iyment `	Type 🖌	V		✓ Lo	cation	Ali		\ \	/						
Filter Employee Code	EmployeeNa	EmployeeCode	1 Wed	2 Thu	3 Fri	4 Sat	5 Sun	6 Mon	7 Tue	8 Wed	9 Thu	10 Fri	11 Sat	12 Sun	13 Mon	14 Tue	15 Wed	16 Thu	17 Fri	18 Sat	19 Sun	20 Mon	21 Tue	22 Wed	23 Thu	24 Fri	25 Sat	26 Sun	27 Mon	28 Tue	29 Wed	30 Thu	31 Fri	^
	Prakash	1	GS	GS	GS	GS	WO	WO	GS	GS	GS	GS	WO	GS	GS	GS	GS	WO	WO	GS	GS	GS	GS	WO	GS	GS	GS	GS	WO	WO	GS	GS	GS	
Is Exact Filter	Savitha	9	GS	GS	GS	GS	WO	WO	GS	GS	GS	GS	WO	GS	GS	GS	GS	WO	WO	GS	GS	GS	GS	WO	GS	GS	GS	GS	WO	WO	GS	GS	GS	
Employee Name	44	44	GS	GS	GS	GS	WO	WO	GS	GS	GS	GS	WO	GS	GS	GS	GS	WO	WO	GS	GS	GS	GS	WO	GS	GS	GS	GS	WO	WO	GS	GS	GS	
Employee Hume	47	47	MG	MG	MG	MG	MG	MG	MG	MG	MG	MG	MG	MG	MG	MG	MG	MG	MG	MG	MG	MG	MG	MG										
Department	49	49	GS	GS	GS	GS	WO	WO	GS	GS	GS	GS	WO	GS	GS	GS	GS	WO	WO	GS	GS	GS	GS	WO	GS	GS	GS	GS	WO	WO	GS	GS	GS	
	Dupcard	100	GS	GS	GS	GS	WO	WO	GS	GS	GS	GS	WO	GS	GS	GS	GS	WO	WO	GS	GS	GS	GS	WO	GS	GS	GS	GS	WO	WO	GS	GS	GS	
Default fx	Shiva	101	GS	GS	GS	GS	WO	WO	GS	GS	GS	GS	WO	GS	GS	GS	GS	WO	WO	GS	GS	GS	GS	WO	GS	GS	GS	GS	WO	WO	GS	GS	GS	
SWF	105	105	GS	GS	GS	GS	WO	WO	GS	GS	GS	GS	WO	GS	GS	GS	GS	WO	WO	GS	GS	GS	GS	WO	GS	GS	GS	GS	WO	WO	GS	GS	GS	
	106	106	GS	GS	GS	GS	WO	WO	GS	GS	GS	GS	WO	GS	GS	GS	GS	WO	WO	GS	GS	GS	GS	WO	GS	GS	GS	GS	WO	WO	GS	GS	GS	1
	107	107	GS	GS	GS	GS	WO	WO	GS	GS	GS	GS	WO	GS	GS	GS	GS	WO	WO	GS	GS	GS	GS	WO	GS	GS	GS	GS	WO	WO	GS	GS	GS	1

User can also select the multiple cells and assign or delete shifts

Employee Shift	Details																														Import		Export
Month 03 Vear	2023 ~	Company All		~	[Designat	ion Al		~	Cate	gory /	N	~	/ Stat	us All		~	Employ	ment Ty	pe All		~	Locat	ion A	1		~						
Filter Employee Code	EmployeeNa	EmployeeCode	1 Wed	2 Thu	3 Fri	4 Sat	5 Sun	6 Mon	7 Tue	8 Wed	9 Thu	10 Fri	11 Sat	12 Sun	13 Mon	14 Tue	15 Wed	16 Thu	17 Fri	18 Sat	19 Sun	20 Mon	21 Tue	22 Wed	23 Thu	24 Fri	25 Sat	26 Sun	27 Mon	28 Tue	29 Wed	30 Thu	31 Fri
	106	106	GS	GS	GS	GS	WO	WO	GS	GS	GS	GS	WO	GS	GS	GS	GS	WO	WO	GS	GS	GS	GS	WO	GS	GS	GS	GS	WO	WO	GS	GS	GS
Is Exact Filter	107	107	GS	GS	GS	GS	WO	WO	GS	GS	GS	GS	WO	GS	GS	GS	GS	WO	WO	GS	GS	GS	GS	WO	GS	GS	GS	GS	WO	WO	GS	GS	GS
Employee Name	138	138		-									•			-							-							-			•
Enployee Hune	139	139		•	A	lssign S	hift						-														-			-			
Department	FX1	201			0	elete Sl	hift		-	-		-	-			-	-						-	-	-	-	-			-	-	-	•
Default	FX2	202		•	V	VeeklyC	Off			•		•	·														•						•

eTimetracklite



Leave Entries:

- This page will display the employee leave records; User can assign the leave entry to single employee or multiple employees
- > User can filter leave entries by Employee name, code, from date -To date, status, leave type etc...

From Date 17 Jur 2017 To Date 17 Jul 2017 Company Al Category Al Filter From Date To Date Emp Code Emp Name Type Al Filter Employee Code Image: Align and the status Company Location Category Department Status Emp Type Modified By Moking Image: Align and the status Company Location Category Department Status Emp Type Modified By Is Eract Filter Image: Align and the status Image: Align and the status Company Location Category Department Status Emp Type Modified By Is Eract Filter Image: Align and the status Image: Align and the status </th <th></th>	
From Date 17 Jur 2017 To Date 17 Jul 2017 Company Al Category Remarks Working Pemanent esal Category	
Company Al	
Fiter From Date To Date Emp Code Emp Name Type Leave Ipte Name Location Category Department Status Emp Type Modified By Fiter Employee Code Imployee Code Imploye	
Filter From Date To Date Emp Dode Emp Name Type Leave Status Company Location Category Department Status Emp Type Modified By Employee Code	
Employee Code Assign Leave Working Permanent essl b Evact Filter Employee Name From Date vortexed By Admin Remarks	
Is Exact Filter Full Day 3/4 Day 1/2 Day 1/4 Day Is Approved Employee Name From Date 1/2 2017 Approved By Admin	Annian
Employee Name From Date Fr	Assign
Employee Name From Date Au 2017 From Date Admin Remarks	Edit
	Delete
To Date 14 Jul 2017 Deave Type PL	
Department	
Default Employee Code Eller Commer M Produced III and a manufactured	
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Employee Name Reset Designation A Employement Type A Status A	
son son original Despiration Category Status Employement Type	
- 300 Job Delau Delau 2 Wolking Pellialett	
Piter Revel Vision product Personal	
999 999 Default Default Betroan 2 Working Permanent	
1003 Sathya Sheelan C Default Default Default Working Permanent	
I 1006 ABC Default Default Default Working Permanent	
1009 Chetan Default Default Default Working Permanent	
1010 Grish CS Default Default Default Working Permanent	
1011 Saleem Default Default Default Default Working Permanent	
I 1014 BASAVARAJ H S Default Default Default Working Permanent	
□ 1015 Santhosh Kumar SB Default Default Default Default Working Permanent +	
Total Employee: 501 Total Selected Employee: 1 Assign Leave Occe	





Out Door Entries:

- > This page will display the employee outdoor records; User can assign the Outdoor entry to single employee or multiple employees
- > User can filter Outdoor entries by Employee name, code, from date -To date, status etc...

OutDoor Entries											
From Date 17 Jun 201 Company Al	7 V To Date 17 Jul	2017 👻	AI 🔹	Status Working	employ	ment Type All		Location Al	_		
Filter Employee Code	From Date To Da Assign OutDoor Entri	ate Duration es	Begin Time E	nd Time Emp	Code Em	p Name Co	ompany [Department Locati	ion X	Category Status Emp Type Modified By	Assign
Is Exact Filter Employee Name	From Date 05 Ju Begin Time 1 09:00	1 2017 • To	Date 05 Jul 201	7 ▼ Is 24 hr fmt Rem	Approved Approv Client Meet	ved By Admin					Edit Delete
Department Default HR Software	Filter Employee Code Employee Name		Filter Con Reset Design	npany Al	ns ▼ Depart ▼ Employe	ment All ment Type All	•	Category All Status All	•		
	Emp Code	Emp Name 500	Company Default	Department Default	Designation	Category 2	Status Working	Employement Type Permanent			
	✓ 510 ✓ 999 ✓ 1003	Vijaykumar 999 Sathya Sheelan C	Default Default Default	Default Default Default E Default	Betrican	2 2 2 Default	Working Working Working Working	Permanent Permanent Permanent			
	 1006 1009 1010 1011 	ABC Chetan Girish CS Saleem	Default Default Default Default	Default Default Default Default		Default Default Default Default	Working Working Working Working	Permanent Permanent Permanent Permanent			
	1014 1015 1019	BASAVARAJ H S Santhosh Kumar 1019	Default Default	Default Default Default		Default Default Default	Working Working Working	Permanent Permanent Permanent			
	Total Employee: 501	Total Se	ected Employee: 1				Assign OL	LUCOOF EITLINES CLOSE			



Logs:

- > This page will display the employee logs records downloaded from devices to the application database
- > User can filter log records by Employee name, code, date wise & device wise
- Employee Punch Photo (Att Photo) can be viewed when employee made swipe in the device

Device	Logs													
Device	e Al	✓ Emp.St	atus Working	 Employment 	Type All	✓ Location	n Al	× 1	Log Status Al	~				
Filter		Log Date	Device	Direction	WorkCode	Emp Code	Emp Name	Location	Status	Emp Type	AttState	Verify Mode	Entry Status	Photo
Employee	e Code	03 Mar 2023 11:4	9:05 Silkbio	in	0	1123	1123		Working	Permanent	Check-In	VS_FP	Approved	
		03 Mar 2023 11:4	7:57 Silkbio	in	0	1123	1123		Working	Permanent	Check-In	VS_FP	Approved	
	Exact Hiter	03 Mar 2023 11:0	4:36 Silkbio	in	0	1123	1123		Working	Permanent	Check-In	VS_FP	Approved	View
Employe	e Name	02 Mar 2023 18:0	9:10 Silkbio	in	0	1123	1123		Working	Permanent	Check-In	VS_FP	Approved	View
		02 Mar 2023 18:0	1:21 Silkbio	in	0	1123	1123		Working	Permanent	Check-In	VS_FP	Approved	View
Month		01 Mar 2023 13:3	0:43 Silkbio	in	0	100	Dupcard		Working	Permanent	Check-In	VS_FP	Approved	View
(3	\rightarrow	01 Mar 2023 13:3	0:27 Silkbio	in	0	1123	1123		Working	Permanent	Check-In	VS_FACE	Approved	View
Year		01 Mar 2023 13:2	9:33 Silkbio	in	0	1123	1123		Working	Permanent	Check-In	VS_FP	Approved	View
2023		01 Mar 2023 13:2	5:36 Silkbio	in	0	1123	1123		Working	Permanent	Check-In	VS_FP	Approved	View
From Da	ate	01 Mar 2023 13:2	4:38 Silkbio	in	0	1123	1123		Working	Permanent	Check-In	VS_FP	Approved	View
01 Mar	202: ~	01 Mar 2023 13:2	2:22 Silkbio	in	0	1123	1123		Working	Permanent	Check-In	VS_FACE	Approved	View
To Date	•	01 Mar 2023 13:2	2:19 Silkbio	in	0	1123	1123		Working	Permanent	Check-In	VS_FACE	Approved	View
31 Mar	202: ~	01 Mar 2023 13:2):49 Silkbio	in	0	100	Dupcard		Working	Permanent	Check-In	VS_FP	Approved	View
		01 Mar 2023 13:1	7:31 Silkbio	in	0	1123	1123		Working	Permanent	Check-In	VS_FACE	Approved (View
Filt	er Reset													
Log Da	te	Device	Direction	WorkCode	Emp Cod	e Emp N	ame Loc	ation	Status	Emp Type	AttState	Verify Mo	ode Entry St	tatus Phot
03 Mar 20	23 11:49:05	Silkbio	in	0	1123	1123		V	Vorking	Permanent	Check-In	VS FP	Approved	
03 Mar 20	23 11:47:57	Silkbio	in	0	1123	1123		V	Vorking	Permanent	Che Attendar	nce Photo		×
03 Mar 20	23 11:04:36	Silkbio	in	0	1123	1123		V	Vorking	Permanent	Ch	a state of the sta	1	View

03 Mar 2023 11:04:36	Silkbio	in	0	1123	1123		Working	Permanent	Che		J	View
02 Mar 2023 18:09:10	Silkbio	in	0	1123	1123		Working	Permanent	Che		J	View
02 Mar 2023 18:01:21	Silkbio	in	0	1123	1123		Working	Permanent	Che		Ŋ	View
01 Mar 2023 13:30:43	Silkbio	in	0	100	Dupcard		Working	Permanent	Che		J	View
01 Mar 2023 13:30:27	Silkbio	in	0	1123	1123		Working	Permanent	Che		Ŋ	View
01 Mar 2023 13:29:33	Silkbio	in	0	1123	1123		Working	Permanent	Che		7	View
01 Mar 2023 13:25:36	Silkbio	in	0	1123	1123		Working	Permanent	Che	1 and	Ŋ	View
01 Mar 2023 13:24:38	Silkbio	in	0	1123	1123		Working	Permanent	Che	GOV	3	View
01 Mar 2023 13:22:22	Silkbio	in	0	1123	1123		Working	Permanent	Che		Ŋ	View
01 Mar 2023 13:22:19	Silkbio	in	0	1123	1123		Working	Permanent	Che		3	View
01 Mar 2023 13:20:49	Silkbio	in	0	100	Dupcard		Working	Permanent	Che		Ż	View
01 Mar 2023 13:17:31	Silkbio	in	0	1123	1123	Î	Working	Permanent	Che		V	View

Note: Manual punches can be assigned to multiple employees; only manual punches can be edited or deleted



Attendance Register:

- > This form will display the employee attendance records
- ➢ User can export the attendance logs
- > User can filter by Company, Department, Designation, Employee type etc ...

Attendance Reg	ister																												(Export	
Month Jun 🗸 Yea	ar 2016 🔻	Go																														
Month Jun Year 2016 Go Company All Location Location Location Location Location Location Location Location Location Lo																																
Filter	Int Jun Yest 2016 Go mpary Al Category Al Status Working Employment Type Al Location Al -<		30	31																												
Employee Code	rth Jun Year 2016 Go mpary Al Category Al Status Working Employment Type Al Location Al		Р																													
🔲 le Evact Filter	Ver 2016 Go Employment Vye Z016 Go Employment Xye Al Location Al Categony Al Status Working Employment Type Al Location Al Employment Xipe Location Al Location Al Cotegony Al Status Working Employment Type Al Location A Location Al Cotegony Al Status Working Employment Type Al Location A Location A Cotegony Al Status Working Location A Location A A A A A A A A A A A A A Cot		Ρ																													
Month Jun Yes 2016 Go Company Al Category Al Status Working Employment Type Al Location Al Status Working Employment Type Al Working Location Al Employment Type Al Working Location Al Mo P P		Ρ																														
Employee Marile	Aun Year 2016 Go Company Al Category Al Status Working Employment Type Al Location Al -		Ρ																													
Department	And Jun Year 2016 Go Company Al Category Al Status Working Employment Type Al Location Al -		P	_																												
Account	1064	Shivkumar	P	P	Р	WO	P	۶P	Ρ	P	P	P	WO	P	۱źР	P	УP	A	P	WO	P	P	P	P	P	P	WO	A	A	Å	A	
Default	1083	Basavraju Hiremath	۱.	A	A	WO	A	A	A	A	A	A	WO	A	A	A	A	A	A	wo	A	A	A	A	A	A	WO	A	A	A	A	_
Sales	1241	Prashanth		Ρ	P	WO	A	Ρ	P	P	P	Ρ	WO	P	P	P	P	P	P	wo	P	Ρ	Ρ	Ρ	P.	Ρ	WO	Ρ	P (Ρ	Ρ	
Software Task Connect	Int Jun Yes 2016 Go mpany Al Categoy Al Status Working Employment Type Al Location Al Status Working P		A																													
rechouppon	1605	Krishnan	1	Ρ	P	WO	P	A	Ρ	P	P	P	WO	A	Ρ	P	P	P	P	WO	Ρ	Ρ	Ρ	Ρ	P	P	WO	P	Ρ	P	P	
	1688	Shweta	2	Ρ	Ρ	WO	P	Ρ	Ρ	P	Ρ	Ρ	WO	Ρ	A	Ρ	Ρ	Ρ	Ρ	WO	Ρ	Ρ	Ρ	A	P	Ρ	WO	Ρ	Ρ	A	A	_

Abbreviations for Attendance Status are

- ✓ A Absent
- ✓ P Present
- \checkmark CL, PL, SL Leave Types
- ✓ OD Out Door Duty
- ✓ WO Weekly Off
- ✓ H Holiday
- ✓ WOP –Weekly Off Present
- ✓ HP Holiday Present



OT Register:

- > This form will display the employee Over Time records
- \blacktriangleright User can export the OT
- > User can filter records by Company, Department, Designation, Employee type etc ...

OverTime Register		_																												(Export
Month Jun 👻 Ye	ar 2016 (Go																														_
Company eSSL	Designation All	Category All Stat	N au	/orkin)	•	Employ	ment	Туре	Al			•	.ocatio	n Al				•													
Filter	Emp Code	Emp Name	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
Employee Code	1003	Praveen	150	146	72	0	0	216	0	0	171	76	0	0	162	128	4	169	59	0	0	187	130	99	136	64	0	0	191	141	139	144
	1009	Chetan	101	89	85	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	95	87
Is Exact Filter	1014	BASAVARAJGuru	0	0	0	0	0	0	0	0	0	0	0	0	45	80	0	84	88	0	0	81	80	82	81	80	0	0	40	77	89	79
Employee Name	1041	Nagraj	91	89	93	0	0	84	87	89	91	86	0	0	89	86	0	89	99	0	0	0	92	87	86	84	0	0	81	86	83	85
	1064	Shivkumar	0	0	81	0	0	84	0	0	0	82	0	0	79	0	0	0	0	0	0	86	84	88	735	675	119	0	0	0	0	0
Department	1083	Basavraju Hiremath	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Default	1095	Daniel	96	79	76	0	0	86	0	717	160	567	0	0	78	87	74	88	76	0	0	98	76	81	84	89	0	0	79	73	84	0
HR Sales	1452	Karthik L	102	114	111	0	0	164	120	101	114	114	0	0	139	123	138	113	105	0	0	130	119	87	113	101	10	0	155	111	107	107
Software	1689	Jason	91	82	96	0	0	98	96	90	95	95	0	0	107	97	93	72	96	0	0	100	93	84	84	106	0	0	107	94	83	87
TechSupport	1692	Peter	84	85	80	0	0	82	83	82	77	96	0	0	79	79	84	78	78	0	0	85	79	79	79	78	0	0	89	86	82	78
	1698	Abram	112	0	57	27	0	0	91	0	85	107	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Filter																																

User can update Over Time

OverTime Register	r																					
Month Jun - Y	ear 2016 👻	Go																				
Company eSSL	Designation All	Category All State	us 🚺	/orking	(•	Employ	ment `	Type (All		Ŧ) 6	ocatior	Al				•			
Filter	Emp Code	Emp Name	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
Employee Code	1003	Praveen	150	146	72	0	0	216	0	0	171	76	0	0	162	128	4	169	59	0	0	187
	1009	Chetan	7	Up	date	0verT	ime	Ζ	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Is Exact Filter	1014	BASAVARAJGuru		Do	n't Pe	erserv	e		0	0	0	0	0	0	45	80	0	84	88	0	0	81
Employee Name	1041	Nagraj	91	89	93	0	0	84	87	89	91	86	0	0	89	86	0	89	99	0	0	0
	1064	Shivkumar	0	0	81	0	0	84	0	0	0	82	0	0	79	0	0	0	0	0	0	86
Department	1083	Basavraju Hiremath	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Default	1095	Daniel	96	79	76	0	0	86	0	717	160	567	0	0	78	87	74	88	76	0	0	98
Sales	1452	Karthik L	102	114	111	0	0	164	120	101	114	114	0	0	139	123	138	113	105	0	0	130
Software	1689	Jason	91	82	96	0	0	98	96	90	95	95	0	0	107	97	93	72	96	0	0	100
TechSupport	1692	Peter	84	85	80	0	0	82	83	82	77	96	0	0	79	79	84	78	78	0	0	85
	1698	Abram	112	0	57	27	0	0	91	0	85	107	0	0	0	0	0	0	0	0	0	0

Filter Reset



Continue ...

overTime Registe	r										
Month Jun 👻 🗎	^{/ear} 2016 -	Go									
Company eSSL	Designation A	Category	All 👻 Statu	us 🔽	Vorking	9	•	Emplo	yment	Туре	All
Filter	Emp Code	Emp Name		1	2	3	4	5	6	7	8
Employee Code	1003	Praveen		150	146	72	0	0	216	0	0
	1009	Chetan		101	89	85	0	0	2	0	0
Is Exact Filter	1014	BASAVARAJGuru	Update OverTime		-		-	100	-		×
Employee Name	1041	Nagraj									
	1064	Shivkumar	Overtime 50					In M	in		
Department	1083	Basavraju Hiremath	Preserved Ove	erTime	Value	while	Attend	lance	Recald	ulation	n
Default	1095	Daniel					6	Jpdate		Close	
HR Sales	1452	Karthik L		102	1114	1111	19		104	1120	1101
Service Software	1689	Jason		91	82	96	0	0	98	96	90
TechSupport	1692	Peter		84	85	80	0	0	82	83	82
	1698	Abram		112	0	57	27	0	0	91	0

OverTime Registe	r											
۲ Month Jun	′ear 2016 🔻	Go										
Company eSSL	Designation Al	Category	All - Statu	us 🚺	Vorkin	g	•	Emplo	yment	Туре	All	
Filter	Emp Code	Emp Name		1	2	3	4	5	6	7	8	
Employee Code	1003	Praveen		150	146	72	0	0	216	0	0	
	1009	Chetan		101	89	85	0	0	2	0	0	
Is Exact Filter	1014	BASAVARAJGuru	Update OverTime								23	J
Employee Name	1041	Nagraj										٦
	1064	Shivkumar	Overtime 50					In M	lin			
Department	1083	Basavraju Hiremath	Preserved Ove	erTime	e Value	e while	Atten	dance	Recal	culatio	n	
Account Default	1095	Daniel	Success				- 0		×		e	
HR Sales	1452	Karthik L	4								שיך	
Service Software	1689	Jason		Tim	ellod	lated	Succe	cefully			90	
TechSupport	1692	Peter			c opu	luccu	Jucce	ssruny	•		82	
	1698	Abram								1	0	-
Filter Reset		1					\leq	OK		2		-

Note: User can preserve or un-preserver the OT



Leave Summary:

- This page will display the Leave records of the employee by year wise like Leave take, Leave current balance, Leave balance at year begin
- User can Import leave balance
- User can Export the leave records
- > User can edit the leave balance at year begin
- > User can filter by Company, Department, Designation, Employee type etc ...

Leave Summary						<	Show: O Leave	estaken 🧿 Leaves	Current Balance 🥥 Leaves Balance at Year begin
Year 2017 - Ca	ategory All	Company eS	SL Design	ation All	 Status Working 	ng 🔹 Employme	ent Type All	Location	AI
Filter	Emp Code	Emp Name	Company	Department	CL	PL	SL	EL	
Employee Code	510	Vijaykumar	eSSL	Software	3	10	10	15	
E Fract Filter	1015	Santhosh	eSSL	Software	5	10	10	15	
Employee Name	1037	Rubesh	eSSL	TechSupport	5	10	10	15	
	1123	Amitkumar	eSSL	Software	5	10	10	15	
	1124	Pradeep	eSSL	Software	5	10	10	15	
Account	1125	Soumya	eSSL	Software	5	10	10	15	
Default HR	1133	Tom	eSSL	TechSupport	5	10	10	15	
Sales	1135	Напу	eSSL	TechSupport	5	10	10	15	
Software Tech Support	1165	Peter	eSSL	TechSupport	5	10	10	15	
rearrangeon	1507	Adam	eSSL	Account	5	10	10	15	
	1514	Lee	eSSL	Account	5	10	10	15	
Filter Reset	1527	Swapnil P	eSSL	Account	5	10	10	15	



Attendance Logs:

- > This page will display the employee Attendance records date wise
- User can Add the manual punches
 User can recalculate employee attendance
- > User can update the remarks for particular attendance date
- User can filter status like Present, Absent, Late, Coming, Early going etc ...

Attendance Logs																
Attendance Date]] Jun	2016 🔻 S	tatus										\langle	Add Manual P	unch Recalculate Attenad	dance Update Remarks
Filter		Att Date	Emp Code	Emp Name	Status	InTime	OutTime	Shift	Duration	OT	LateBy	EarlyBy	On Leave	On OD	PunchRecords	Remarks
Ellipioyee code		01 Jun 2016	1180	Chandrashekar V	P	09:49	18:56	ShiftA	480	67	49	0	٥		09:49:in(T168),12:49:out(T1	
Is Exact Filter		01 Jun 2016	1188	Shankarappa N	P	08:44	17:27	ShiftA	480	43	0	0			08:44:in(T168),17:27:out(T1	
Employee Name	٥	01 Jun 2016	1193	Nabraj Awasthi	P	08:37	18:39	ShiftA	480	122	0	0			08:37:in(T168),18:39:out(T1	
		01 Jun 2016	1205	1205	Р	09:16	18:44	ShiftA	480	88	16	0		0	09:16:in(T168),13:18:out(T1	
		01 Jun 2016	1210	sunil	P	09:07	18:56	ShiftA	480	109	0	0			09:07:in(T168),12:54:out(T1	
Hiter Heset	0	01 Jun 2016	1228	SHASHIKALA	P	09:12	18:21	ShiftA	480	69	12	0			09:12:in(T168),14:11:out(T1	
		01 Jun 2016	1237	Harshawardhana A	P	09:10	15:15	ShiftA	365	0	0	104			09:10:in(T168),14:11:out(T1	
	m	01 Jun 2016	1238	Moinuddin	P	09:14	17:00	ShiftA	466	0	14	0		0	09:14:in(T168),17:00:out(SE),	
		01 Jun 2016	1240	Suresh	A			NS	0	0	0	0				
	۵	01 Jun 2016	1241	Prashanth	Р	09:14	18:48	ShiftA	480	94	14	0			09:14:in(T168),13:56:out(T1	
		01 Jun 2016	1255	Soumya	P	10:19	18:59	ShiftA	480	40	7 9	0			10:19:in(T168),18:59:out(T1	
		01 Jun 2016	1257	Ashok Lenka	Ρ	09:01	18:49	ShiftA	480	108	0	0			09:01:in(T168),18:49:out(T1	
	P	01 Jun 2016	1263	Sagarika	P	09:35	18:59	ShiftA	480	84	35	0			09:35:in(T168),18:59:out(T1	
		01 Jun 2016	1265	Rakesh Panicker	Р	09:21	18:38	ShiftA	480	77	21	0			09:21:in(T168),13:35:out(T1	
	0	01 Jun 2016	1334	Savita	P	09:13	17:37	ShiftA	480	24	13	0			09:13:in(T168),13:07:out(T1	





Work Code:

This form display work code list

WorkCode List		x
WorkCode List		
WorkCode	Name	
0	1	Add
1	tiffen	Edit
2	lunch	
3	dinner	Delete
Tatal Danada (4		
I otal Kecords : 4		

Work Code Name Description

- : Enter work code number : Enter work code Name
- : Enter work code Name : Enter work code description

Work	Code List		
WorkC	ode	Name	
D	Work Code Details	×	Add
1 2 3	Work Code 4 🚖 Description Tea/Coffe	Name Tea/Coffe	Edit

			_	
Nork(Work Code Details	Name	23	Add
	Work Code 4 Name Description Tea/Coffee	e Tea/Coffe]_	Edit Delete
	Success WorkCode Addee	I Successfully.	e	

Device Management:

User can Add, Edit & Delete devices

💐 eSSL eTimeTrackLite 9.8 - [Device	e Management]				-	
🛃 Admin Masters Utilities	Attendance Rep	orts Canteen I	Monitor Windows	s Help		
i 💁 🔑 🔒 🖨 i 🌆 🌺 🙆 🔎	1 📰 🌒 🤰 🧃	i 🎄 🦑 🏄 🥉	<i>(</i>			
Device List 🔲 Parallel Dat	tabase Downloa	d 🔲 Auto Cicar	After Download	Download Log	ge from beginning	
Device Name C	conn Type	IP Address	Device Type	Location	Last Log Date	Last Log T
🔲 T141 To	cp/IP	192.168.1.141	Attendance			
🔲 T168 To	cp/IP	192.168.1.168	Attendance			
Device Name	: Enter de	vice name				
Short Name	: Enter de	vice short na	me			
Serial Number	: Enter de	vice Serial n	umber			
Connection Type	: Select th	e connection	type			
Device Type	: Select th	e device type	ddmaaa			
IP address Dovice Direction	: Enter the	e device IP A	adress	down		
Device Location	: Enter the	e location nat	me	uown		
Comm Key	: By defai	ult value will	be "0" or En	ter the comm	key if set in the	e device
Face Device Type	: Select F	ace device ty	pe from drop	down		





Note:

- 1. If device has punch records in the database application then we cannot delete the device
- 2. Device Type Normal Regular Face Terminal
- 3. Device Type FaceTemp AI series devices like Ace Mars, Neptune etc
- 4. User face template cannot be interchanged between normal and face temp devices



Continue ...

Admin Masters	Utilities Attendan	ice Reports Cantee	n Monitor \	Windows Help
P 🛃 🖨 🗃 🛉	🐕 🔔 🞩 🧱 🌌 .	🧾 🖉 🦑 🦑 🏄	🍯 🎒	
vice List 🗖 Pa	arallel Database Dowr	nload 🔲 Auto Clea	r After Downloa	d 🔲 Downloa
Device Name	Conn Type		Device Type	Location
T141	Tcp/IP	192.168.1.141	Attendance	Eccention
T168	Tcp/IP	192.168.1.168	Attendance	
Device Name	Test	Short Name	e TS	
Device Name	Test	Short Name	e TS	
Serial Number	66566546664	Device Directio	n Alternate In/Out	t Device 🔻
Connection Type	Tcp/IP	Device Location	n Bangalore	•
Device Type	Attendance + Access	Canteen Reader	Access Only	
ID Address	192.168.1.169	Comm Ke	y 0	
IF Address				

P 🖪 🖨 🗑 🐼	1	8 🤣 🍕 🖉	i 😻 🤌		
vice List 🔲 Para	llel Database Down	load 📃 Auto Cle	ar After Download	Download I	Logs from beg
Device Name	Conn Type	IP Address	Device Type	Location	Last Log
T141	Tcp/IP	192.168.1.141	Attendance		
T168	Tcp/IP	192.168.1.168	Attendance		
Device Name	ccess Device Add	led Successfully	S Ntemate In/Out [Device 🔻	



Set Device Date & Time:

User can set the System date & time in the device

eSSL eTimeTrackLite 9	0.8 - [Device Managen Utilities Attendar	nent] ice Reports Cante	en Monitor W	indows Help		
Device List Pa	rallel Database Dow	🐴 🔗 🧇 🖋 🚳 nioad 📄 Auto Cle	ar After Download	Download I	Logs from beginning	
Device Name	Conn Type	IP Address	Device Type	Location	Last Log Date	L
T141	Tcp/IP	192.168.1.141	Attendance		27-Sep-2016	13
T168	Tcp/IP	192.168.1.168	Attendance		27-Aug-2016	16
Update Device	1000		- and the second	-	5	3
Set System Date Time Success System dat	Clear Admin Privilege	Download User	s to DB Edit Group ce Edit Time Name T168	p Settings Clea	r Logs Restart Device	
IP Address 192	reconcerno		cation Attemate	In/Out Device	•	
Test Connection	Unlock Door	Clear Greeting		Sa	ove Close	

View Device Status:

User can extract information from the device enrolled employee count, Finger count, Face count, Attendance Logs count, Admin count, Password user count

eSSL eTimeTrackLite 9.8 -	[Device Managemen	it]				
🚦 Admin Masters L 🍇 🔑 🖪 🙆 💷 🌺	Itilities Attendance 1 Juli - Attendance	Reports Cantee	en Monitor Wi i 🎯 🎒	ndows Help		
Device List 🔲 Paral	el Database Downlo	ad 🔲 Auto Clea	ar After Download	Download	Logs from beginning	
Device Name	Conn Type	IP Address	Device Type	Location	Last Log Date	La
T141	Tcp/IP	192.168.1.141	Attendance		27-Sep-2016	13
T168	Tcp/IP	192.168.1.168	Attendance		27-Aug-2016	16
pdate Device	100		- Contraction of the local division of the l	Star-patron	Σ	3
V	liew Device Status				produ arostnig to Dovido	
Device Name T168	Device Status					
	Users C	ount 189				
Serial Number 6426		11 10000	ate	n/Out Device	•	
Serial Number 6426	Finger Print Co	ount 346	ate	n/Out Device	•	
Serial Number 6426 Connection Type Tcp/	Finger Print C Face C	iount 346 iount 0	ste	n/Out Device	•	
Serial Number 6426 Connection Type Top/ Device Type () /	Finger Print C Face C Attendance Logs C	ount 346 ount 0 ount 95	ate	n/Out Device	•	
Serial Number 6426 Connection Type Tcp/ Device Type (a) A IP Address 192.	Finger Print C Face C Attendance Logs C AdminC	ount 346 ount 0 ount 95 ount 0	ste	In/Out Device	*	
Serial Number 6426 Connection Type Top/ Device Type @ A IP Address 192.	Finger Print C Face C Attendance Logs C AdminC Password User C	ount 346 ount 0 ount 95 ount 0 ount 6	ste	In/Out Device	•	



Clear Admin Privilege:

User can clear the all admin privilege set in the device

Admin Masters C	💼 🗿 📰 🕉	e Reports Cantee	en wohltor w	indows Help		
evice List 🔳 Parall	el Database Downl	oad 📃 Auto Clea	ar After Download	Download	Logs from beginning	Look Loo Ti-
T141	Tcp/IP	192,168,1,141	Attendance	Location	27-Sep-2016	13:59:56
T168	Tcp/IP	192.168.1.168	Attendance		27-Aug-2016	16:01:18
date Device				-		23 0:00
Success		X	Name T168			
Administr	ator privilege cleared	successfully.	rection Alternate	In/Out Device	•	

Download Users:

User can download enrolled employee information like (Name, Card Number, Finger Templates & Face Templates) to the application database

eSSL eTimeTrackLite 9.8 - [Device Managemen	nt]			Condition Sector	
🚽 Admin Masters Ut	ilities Attendance	Reports Cantee	n Monitor Wi	ndows Help		
🤽 🖉 🗐 🕒 🕷 🕵	🖢 🎩 🥅 🏂 其	🖉 🤣 🦑 🏄	🥶 l 🎒			
Device List 🔲 Paralle	l Database Downlo	ad 🔲 Auto Clea	r After Download	Download L	.ogs from beginning	
Device Name	Conn Type	IP Address	Device Type	Location	Last Log Date	Last Log Time
T141	Tcp/IP	192.168.1.141	Attendance		27-Sep-2016	13:59:56
T168	Tcp/IP	192.168.1.168	Attendance		27-Aug-2016	16:01:18
pdate Device	1000			State optimized	Σ	3 0:00
Select Userinfo I Device Type Atten IP Address 192.168.	Cards V Fingerpu Down dance + Access O 1.168	Intern Reader	Access Only omm Key 0	In/Out Device	•	
Test Connection U	nlock Door Cle	ear Greeting		Sa	ve Close	

Note: Kindly select Finger or Face, One at time to download



Upload Users:

- > User can upload single or multiple employees from application database to device
- User can filter the employee based on Company, Department, Status, Designation etc

Note: Kindly select either Finger or Face, to upload to the device

Device	lame	Conn Type	IP Address	Device Type	Location I	Last Log Date	Last Log Time	Logs Downloade	d Statu
T141		Tcp/IP	192.168.1.141	Attendance					
T168		Tcp/IP	192.168.1.168	Attendance				j.	
late Device		Sec. 1		April 1999	The same	23)		00
neral Users in	Device								
Set System Date	Time Clear /	Admin Privilege	Download Users to	DB Edit Group Se	ettings Clear Logs	Restart Device			
View Device St	atus Chan	ge IP Address	Upload Users to De	evice Edit Time Zon	e Settings Upload G	reeting to Device			
d Users to De	rice								
Filter Employee Cod		Filter			Department		Designation	n Al 🔻	
2.1010/00 000			Company		Departmer				
Employee Nam	e	Rese	Category	All 👻	Employement Typ	e Al 🔻	Status	s Al 🔻	
		111,185			2				
Device Code	Employee	e Code Emple	oyee Name	Company	Department	Group ID	Card Number Pa	assword Fingerp	rint Face
Device Code	Employee 1015	Code Emplo	byee Name h Kumar SB	Company Default	Department Default	Group ID 1	Card Number Pa	assword Fingerp	rint Face
Device Code 015 019	Employee 1015 1019	Code Emplo Santhos 1019	b yee Name h Kumar SB	Company Default Default	Department Default Default	Group ID 1 1	Card Number Pa	assword Fingerp 2 2	rint Face 0 0
Device Code D15 D19 D36	Employee 1015 1019 1036	Code Emplo Santhos 1019 Hanuma	byee Name h Kumar SB ntha	Company Default Default Default	Department Default Default Default	Group ID 1 1 1 1 1 1 1	Card Number Pa No No No	Assword Fingerp 2 2 2 2	rint Face 0 0 0
Device Code 015 019 036 037	Employee 1015 1019 1036 1037	Code Emple Santhos 1019 Hanuma Roopa I	h Kumar SB	Company Default Default Default Default	Department Default Default Default Default	Group ID 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	Card Number Pa No No No No No	2 2 2 2 2 2 2 2 2 2	rint Face 0 0 0 0
Device Code D15 D19 D36 D37 D38	Employee 1015 1019 1036 1037 1038	Code Emple Santhos 1019 Hanuma Roopa I Anshu	bygee Name h Kumar SB ntha	Company Default Default Default Default Default	Department Default Default Default Default Default Default Default	Group ID 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	Card Number Pa No No No No No	2 2 2 2 2 2 2 2 2 2 2 2 2	rint Face 0 0 0 0 0
Device Code 015 019 036 037 038 040	Employee 1015 1019 1036 1037 1038 1040	Code Emple Santhos 1019 Hanuma Roopa I Anshu Anahu	bygee Name h Kumar SB ntha D	Company Default Default Default Default Default Default Default	Department Default Default Default Default Default Default	Group ID 1 1 1 1 1 1 1 1 1 1	Card Number Pa No No No No No No No No No No No No	Assword Fingerpr 2 2 2 2 2 2 2 2 2 2 2	rint Face 0 0 0 0 0 0 0
Device Code 015 019 036 037 038 040 041	Employed 1015 1019 1036 1037 1038 1040 1041	Code Emple Santhos 1019 Hanuma Roopa I Anshu Anahu Guthyap	bygee Name h Kumar SB ntha D MK pa	Company Default Default Default Default Default Default Default	Department Default Default Default Default Default Default Default Default	Group ID 1 1 1 1 1 1 1 1 1 1 1 1 1	Card Number Par No No No No No No No No No No	Fingerp 2	rint Face 0 0 0 0 0 0 0 0 0
Device Code 015 019 036 037 038 040 041 064	Employed 1015 1019 1036 1037 1038 1040 1041	2 Code Emplo Santhos 1019 Hanuma Roopa I Anshu Anshu Guthyap Shivkum	h Kumar SB ntha o MK pa ar	Company Default Default Default Default Default Default Default Default	Department Default Default Default Default Default Default Default Default Default Default	Group ID 1 1 1 1 1 1 1 1 1 1 1 1 1	Card Number Pa No No No No No No No No No No	Eingerpl 2	rint Face 0 0 0 0 0 0 0 0 0 0
Device Code 015 019 036 037 038 040 040 041 064 067	Employed 1015 1019 1036 1037 1038 1040 1041 1064 1067	Code Emplo Santhos 1019 Hanuma Roopa I Anshu Anand I Guthyap Shivkum	h Kumar SB ntha o) IK pa ar	Company Default Default Default Default Default Default Default Default	Department Default Default Default Default Default Default Default Default Default Default	Group ID 1 1 1 1 1 1 1 1 1 1 1 1 1	Card Number Pa No No	Fingerpl 2	rint Face 0 0 0 0 0 0 0 0 0 0 0 0 0
Device Code 015 019 036 037 038 040 041 064 067 078	Employed 1015 1019 1036 1037 1038 1040 1041 1064 1067 1078	Code Emplo Santhos Santhos 1019 Hanuma Roopa I Anshu Anand I Guthyap Shivkun Avind Chaluva	pyge Name h Kumar SB ntha)) K k pa ar raju	Company Default Defaul	Department Default	Group ID 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	Card Number Pa No No	Eingerpl 2	rint Face 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0
Device Code 115 119 136 137 138 140 141 164 167 178 183	Employee 1015 1019 1036 1037 1038 1040 1041 1064 1064 1067 1078 1083	Code Emplo Santhos 1019 Hanume Roopa I Anshu Anshu Anand I Guthyap Shivkun Arvind Arvind Chaluva Basavra	h Kumar SB ntha) KK Pa ar raju	Company Default Defaul	Department Default Default Default Default Default Default Default Default Default Default Default Default	Group ID 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	Card Number Pa No No	Eingerplic 2	rint Face 0 0 0 0 0 0 0 0 0 0 0 0 0
evice Code 15 19 36 37 38 40 41 44 44 44 44 46 46 46 46 47 78 83 99 1	Employed 1015 1019 1036 1037 1038 1040 1041 1064 1067 1078 1083 1091	e Code Empla Santhos 1019 Hanuma Roopa (1 Anshu Anand I Guthyap Shivkum Avrind Chaluvaa Basavra Rais	h Kumar SB ntha) KK pa ar raju ju CS	Company Default Defaul	Department Default Default Default Default Default Default Default Default Default Default Default Default Default Default	Group ID 1 1 1 1 1 1 1 1 1 1 1 1 1	Card Number Pa No No	Fingerprice 2	rint Face 0 0 0 0 0 0 0 0 0 0 0 0 0
Pevice Code 115 119 119 1306 13137 1338 140 141 141 141 146 147 167 167 168 191 191 195	Employed 1015 1019 1037 1038 1040 1041 1064 1067 1078 1083 1091 1095	e Code Emple Santhos 1019 Hanuma Roopa I Anshu Anand I Guthyap Shivkun Avrind Chaluva Basavra Raju Vijandać	bygec Name h Kumar SB nntha o MK pa MK pa nar raju u CS bygec Name training Name train	Company Default Defaul	Department Default Def	Group ID 1 1 1 1 1 1 1 1 1 1 1 1 1	Card Number Pa No No	Fingerpl 2 1	rint Face 0 0 0 0 0 0 0 0 0 0 0 0 0
Pevice Code 115 119 119 133 133 133 133 134 133 133 134 141 141	Employed 1015 1019 1036 1037 1038 1040 1041 1064 1067 1078 1083 1091 1095 1095	Code Employees Santhos 1019 Hanuma Roopa I Anshu Anand I Guthyap Shivkum Avvind Chaluva Basavra Raju Vijaykat abbi	And Antipage	Company Default Defaul	Department Default Def	Group ID 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	Card Number Par No No No No No No No No No No No No No	Fingerp 2 1	rint Face 0 0 0 0 0 0 0 0 0 0 0 0 0
Pevice Code 115 119 136 137 138 140 141 164 167 167 167 168 197 195 197 195 197 196	Employed 1015 1019 1036 1037 1038 1040 1041 1064 1067 1078 1083 1091 1095 1097 1099	s Code Emple Sanhos 1019 Hanuma Roopa I Anshu Anand I Guthyap Shivkum Avvind Chaluva Basavra Raju Vijeylak ubel t	Anter a constraint of the second seco	Company Default Defaul	Department Default Def	Group ID	Card Number Pare No No No No	Fingerp 2 1 2	rint Face 0 0 0 0 0 0 0 0 0 0 0 0 0



Change IP Address:

User can set LAN IP address in the device

Device Name	Conn Type	nload 🔲 Auto Clea	Device Type	Location	Last Log Date
T160	Tcp/IP	192.168.1.141	Attendance		
date Device	Герли	132.100.1.100	Altendance	The same	23
View Device Status Change Device Ip Add	Change IP Address	Upload Users to Dev	ice Edit Time Z	one Settings Uplo	ad Greeting to Device
Change Device In		hort	Name T168		
Ip Address 192.16	8.1.168 <mark>.</mark>	Ce Di	rection Alternate In	n/Out Device	•

Clear Logs:

User can clear log records from the device

Set System Date 1	îme Clear Admin Privilege	Download Users to DB	Edit Group Settings	Clear Logs	Restart Device
View Device Stat	us Change IP Address	Upload Users to Device	Edit Time Zone Settings	Upload Gre	eeting to Device
Device Name	T168	Short Name	T168		
Serial Number	6426152901937	2 Device Direction	Alternate In/Out Device	•	•
Connection Type	Tcp/IP	Device Location			
Device Type	Attendance + Access Ca	anteen Reader 🔘 Access	Only		
IP Address	192.168.1.168	Comm Key	0		

Note: Log records in the device are deleted cannot be restored



Download Logs:

User can download the logs from single or multiple devices to application database

Download Logs from beginning	: This function download the log records from	beginning
		- 0 0

Auto Clear After Download : This function will clear logs from the device after downloading to application Database

🛝 eS	SL eTimeTrackLite 9.8 - [[Device Managemer	t]							
•	Admin Masters Utili	ities Attendance	Reports Cantee	n Monitor Wi	ndows Help					
4	P 🖪 🔒 🕷 🖗	🎩 🧱 🔰 🚺	J 🔅 🌮 🏄	ö						
									Ord Drumbard Dara Drumbard	Denveloed UCD
De	vice List 📄 Parallel	Database Downlo	ad 📋 Auto Clea	ır After Download	Download Lo	gs from beginning			Start Download Stop Download	Domiload 028
De	vice List 🔲 Parallel Device Name	Database Downlo Conn Type	ad 📃 Auto Clea	r After Download Device Type	Download Lo	igs from beginning Last Log Date	Last Log Time	Logs Downloaded	Status	Download USB
De I	vice List Parallel Device Name T141	Database Downlo Conn Type Tcp/IP	ad DAuto Clea IP Address 192.168.1.141	r After Download Device Type Attendance	Location	gs from beginning Last Log Date 27-Sep-2016	Last Log Time 13:59:56	Logs Downloaded	Status	Download USB
De	vice List Parallel Device Name T141 T168	Database Downlo Conn Type Tcp/IP Tcp/IP	ad Auto Clea IP Address 192.168.1.141 192.168.1.168	r After Download Device Type Attendance Attendance	Location	gs from beginning Last Log Date 27-Sep-2016 27-Aug-2016	Last Log Time 13:59:56 16:01:18	Logs Downloaded	Status	Download USB



Parallel Database:

This API will dump log data from the device to the third party database by mapping the following database fields

Select the database type from the drop downEnter the server name or IP address of the database
: Enter the database user name
: Enter the database user password
: Enter the table name
: If connection type is Oracle then type as "XE" or as per the user input
: If connection type is Oracle then port number is "1521" or as per the user input
: Map the fields name with your table schema

Database Type 🤇	MS SQL Server 🗸	Service	Port
Server Name / IP	ESSLBA\SQL2014	Database Name	PDB
User Name	sa	Password	****
Table Name	TC		
able Fields Mapping			
Employee Code =	Empcode	Emp. Device (Code =
Log Date Time =		Format yyyy-M	M-dd HH:mm:ss
Log Date =	Logdate	Format yyyy-M	M-dd
Log Time =	LogTime	Format HH:mm	:SS
Log Date Time 2 =		Format yyyy-M	M-dd HH:mm:ss
Log Date 2 =		Format yyyy-M	M-dd HH:mm:ss
Log Time 2=		Format yyyy-M	M-dd HH:mm:ss
Download DateTime =		Format yyyy-M	M-dd HH:mm:ss
Direction =	Dir	In In	Out out
Work Code =		Device Short N	ame =
Serial Number =		Verification M	ode =
Att Photo =		Devic	eld =
leserved Fields			
Reserved Field	1 =	Value	
Reserved Field	2 =	Value	

Note: - User can export data to parallel data base manually for one month only at time



Upload User to Multiple Devices: User can upload single or multiple employees to multiple devices

	Upload Users To N	fultiple Devices											x
	Filter Employee Code		Filter C	Company	Al	▼ De	partment (Ali 🗖	Desigr	nation All	•]		
	Employee Name		Reset	Category	Al	- Employer	ent Type	All	•	itatus All	•		
li.	Device Code	Employee Code	Employee Na	me	Company	Departm	ent	Group ID	Card Number	Password	Fingerpri	nt Face	^
	1015	1015	Santhosh Kumar S	B	Default	Default		1		No	2	0	
	1019	1019	1019	1	Default	Default		1		No	2	0	
	1036	1036	Hanumantha	1	Default	Default		1		No	2	0	
	037	1037	Roopa D	1	Default	Default		1		No	2	0	
Y	1038	1038	Anshu	1	Default	Default		1		No	2	0	
	1040	1040	Anand MK	1	Default	Default		1		No	2	0	
	1041	1041	Guthyappa		Default	Default		1		No	2	0	
	1064	1064	Shivkumar	ļ	Default	Default		1		No	2	0	
	1067	1067	Arvind	1	Default	Default		1		No	2	0	
m	1078	1078	Chaluvaraiu		Default	Default		1		No	2	0	-
	Select Devices									Loc	ation Al		
-	Device Name	e Conn Type	e IP Addre	55	Device Type	Location	Status						
V] T141	Tcp/IP	192.168.1.1	41 /	Attendance	2.							
V	T168	Tcp/IP	192.168.1.1	68	Attendance								
	TS	Tcp/IP	192.168.1.1	69	Attendance	Bangalore							
		List all Employ	ees with Biometrics	Details	To Group 1	🖌 🔽 Us	er Info 🤇	Cards V	Fingerprints 🔲 F		load C	lose	



Delete User from Multiple Devices:

User can delete single or multiple employees from multiple devices

	Employee Code		Filter Compan	y Al	- Dej	partment All	Design	ation Al	•	
	Employee Name		Reset Categor	y (All	Employeme	nt Type All	• 5	itatus All	-	
	Device Code	Employee Code	Employee Name	Company	Departme	nt Group II) Card Number	Password	Fingerprint	t Face
N	1238	1238	Moinuddin	Default	Default	1	02	No	2	0
1	1240	1240	Suresh	Default	Default	1		No	2	0
]	1241	1241	Prashanth R	Default	Default	1		No	2	0
I	1255	1255	Soumya	Default	Default	1		No	2	0
]	1257	1257	Ashok Lenka	Default	Default	1	56- 	No	2	0
1	1263	1263	Sagarika	Default	Default	1		No	2	0
	1265	1265	Rakesh Panicker	Default	Default	1	~	No	2	0
1	1334	1334	Savita	Default	Default	1		No	2	0
1	1372	1372	Swetha M	Default	Default	1		No	2	0
1	1398	1398	Shankaranna HK	Default	Default	1		No	2	0
	Select Devices							Loc	ation Al	
3	Device Name	e Conn Typ	e IP Address	Device Type	Location	Status				
1	T141	Tcp/IP	192.168.1.141	Attendance						
1	T168	Tcp/IP	192.168.1.168	Attendance						
_	TS	Tcp/IP	192.168.1.169	Attendance	Bangalore					



Backup & Clear Old Logs:

User can back up the logs from date to date from database of the application & file will be created as "date" name with extension "bck" & at the same time if you check mark clear logs then logs will be deleted from the database

kup & Clear	Old Logs	Σ
Backup & C	ear Old Logs	
From Date	17 Jul 2017 🗐 👻 To Date 17 Jul	2017 👻
Backup Path	C:\Users\Amitkumar\Desktop\Logs_bac	жи
	Clear Logs	
uccess	100% Save	Close
i Ba	ckup of LogRecords created Successf	ully.
		ОК

Restore Logs:

User can restore the logs records from backup file that is created

store Old Logs	Σ
Restore Old Lo	gs
Restore Filepath	C:\Users\Amitkumar\Desktop\Logs_backu
	100% Restore Close
Success	
0	Log Records Restore Successfully
	ОК





Import/Export:

Import Employee Details

User can import employee details in bulk either from excel sheet or csv file

Export Employee Details

User can export employee details either in excel sheet or csv file

Import Employee Other Details

User can import employee other details in bulk either from excel sheet or csv file

Export Employee Details

User can export employee other details either in excel sheet or csv file

Export Employee Leave Summary

User can export employee leave balance and leave taken of particular year

Import Employee Leave Balance

User can import employee leave balance of particular year

Note: - Before importing please refer to sample file format for employee details and leave details in the application



5) Pay-Roll:

This application includes simple basic Pay-Roll module

User can set Manual or Formula for values of HRA, DA, Convinces, TD, LOP, OT, PF etc...

User can add the loan details & Reimbursement details also

User can generate the reports like Monthly Pay-Slip, TDS, PF, ESIC, LOP, Yearly Summary report etc ...

😋 eSSL eP	ayTrack	-			
Admin	Manage	Reports	Windows	Help	
i 🖉 🛃	Payro	oll Formula	Settings		
	Empl	loyee Pay D	etails	- E	
	Empl	loyee Salary	Structures		
	Loan	Details			
	Reim	bursement	Details		
	Pays	lip Records			
				_	

Formula Builder HRA Formula Builder (Basic)*65/(100) Bai	× ckspace Clear All
Ba	ckspace Clear All
Dasic 7 8 9 4 HRA 4 5 6 - DA 1 2 3 * Conveyance 0 . / /	() Sqrt [] Sin { } Cos % ^ !
Verify Formula	OK Close



Employee Salary structure:

User can Add, Edit & Delete the employee salary components

Admin	Manage	Reports	Windows	Help
P 4	Payr Emp	oll Formula loyee Pay D	Settings etails	
	Emp	>		
	Loar Rein Pays	n Details nbursement lip Records	Details	

🛓 Admin Manage	e Reports Windows	Help								- 8
Employee Salary	y Structure									Import Export
Filter Employee Code	Effective Date Emp Select Employee	Code Emp Name	Company Departm	ent Basic HRA [DA Conveyanc	e TDS 200	PF PT	ESIC 0	OT 100	Add
Is Exact Employee Name	Emp Code	Emp Name	Company essi	Dept.	Fiter	0	500 150	200	0	Edit
	Emp Code	Praveen	eSSL	Department Service						
Company	1009	Chetan	eSSL	Service						
	1014	BASAVARAJGuru	eSSL	Service						
Department	1015	Santhosh	eSSL	Software	=					
Default	1037	Rubesh	eSSL	TechSupport						
HR Sales	1038	Patil	eSSL	Sales						
Service	1041	Nagraj	eSSL	Service						
Software TechSupport	1064	Shivkumar	eSSL	Service						
	1083	Basavraju Hiremath	eSSL	Service						
	1095	Daniel	eSSL	HR						
	1123	Amitkumar	eSSL	Software						
Filter Reset	1124	Pradeep	eSSL	Software						
	1125	Soumya	eSSL	Software						
	1133	Tom	eSSL	TechSupport						
	1135	Harry	eSSL	TechSupport						
	1165	Peter	eSSL	TechSupport	*					
				Select	Cancel					



eTimetracklite

Continue ...

							January 201
Basic	10000	HRA 12	2000	DA	6400	Conveyance	ce 1600
OT per Hour	100						
Standard Deduc	tables						
TDS		ES	IC		Employer Contribut	tion to ESIC	
V PT	200	PF			Employer Contribut	tion towards PF	
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Other Earning	Components			0	ther Deducatable	Components	Update
5	A	Remark	s	T	уре	Amount	Remarks
Тире	Amount				16-		
Туре	Amount			20			
Туре	Amount						


Additional Earning Components:

1003:Praveen	5				
0.1.15					Effective Date January 200 🗸
Standard Earning	gs				
Basic	10000	HRA 1200	0	DA	6400 Conveyance 1600
	100	1			
	100				
Standard Deduc	tables				
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PT C	0	PF	0		Employer Contribution towards PF 0
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Other Earning	Components			0	Other Deducatable Components
Туре	Amount	Remarks			Type Amount Remarks
iloyee Salary St 1 003:Praveen	ructure				Effective Date January 200
Standard Earning	15				
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Additional Deduction Components:

,,,	Structure		
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🔽 OT per Hou	ir 100		
-Standard Dedu	John		
✓ TDS	200		Employer Contribution to ESIC 0
PT	0	PF	Employer Contribution towards PF 0
LOP	500	Per Day 💿 Fixed 🔘 Fi	oating PF Poating PT Poating ESIC
Other Earning	g Components		Other Deducatable Components
Туре	Amount	Remarks	Type Amount Remarks
Bonus	1000	Bonus	
			Add
			Edit
			Delete
			Close
nployee Salary	Structure		
Contraction of the			
1003:Pravee	n		Effective Date January 200
Standard Earn	nings		
Basi	ic 10000	HRA 12000	DA 6400 Conveyance 1600
OT per Hou	ur 100		
	-		
Standard Ded			
	luctables		
TDS	200	ESIC 0	Employer Contribution to ESIC 0
TDS	200 0	ESIC 0	Employer Contribution to ESIC 0 Employer Contribution towards PF 0
✓ TDS PT ✓ LOP	luctables 200 0 500	ESIC 0 PF 0 Per Day @ Fixed @	Employer Contribution to ESIC 0 Employer Contribution towards PF 0 Floating Deductable Details
✓ TDS PT ✓ LOP	200 0 500	ESIC 0 PF 0 Per Day © Fixed ©	Employer Contribution to ESIC 0 Employer Contribution towards PF 0 Floating Deductable Details
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Type TDS TDS TDS Type Total	Juctables 200 0 500 g Components Amount 1005	ESIC 0 PF 0 Per Day © Fixed ©	Employer Contribution to ESIC 0 Employer Contribution towards PF 0 Floating Deductable Details Update Deduction Type Bus Transport Update
TDS TDS PT COP Other Earnin Type Bonus	Juctables 200 0 500 sg Components Amount 1000	ESIC 0 PF 0 Per Day © Fixed © Remarks Bonus	Employer Contribution to ESIC 0 Employer Contribution towards PF 0 Floating Deductable Details Update Deduction Type Bus Transport Update Amount 500 Is Taxable Remarks Bus Transport
TDS TTS Type Bonus	luctables 200 0 500 sg Components Amount 1000	ESIC 0 PF 0 Per Day Fixed Remarks Bonus	Employer Contribution to ESIC 0 Employer Contribution towards PF 0 Floating Deductable Details Update Amount 500 Is Taxable Remarks Bus Transport
TDS TTS TTS Type Bonus Total	luctables 200 0 500 g Components Amount 1000	ESIC 0 PF 0 Per Day Fixed Remarks Bonus	Employer Contribution to ESIC 0 Employer Contribution towards PF 0 Floating Deductable Details Deduction Type Bus Transport Amount 500 Is Taxable Remarks Bus Transport
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TDS TTS Type Bonus Type	Juctables 200 0 500 ag Components Amount 1000	ESIC 0 PF 0 Per Day Fixed Remarks Bonus	Employer Contribution to ESIC 0 Employer Contribution towards PF 0 Ploating Deductable Details Update Deduction Type Bus Transport Update Amount 500 Is Taxable Remarks Bus Transport
TDS TTS TTS Type Bonus	Juctables 200 0 500 ag Components Amount 1000	ESIC 0 PF 0 Per Day • Fixed •	Employer Contribution to ESIC 0 Employer Contribution towards PF 0 Ploating Deductable Details Update Amount 500 Is Taxable Remarks Bus Transport Add Close
TDS TTS TTS TTS TTS TTS TTS TTS TTS TTS	Juctables 200 0 500 Bg Components Amount 1000	ESIC 0 PF 0 Per Day • Fixed •	Employer Contribution to ESIC 0 Employer Contribution towards PF 0 Floating Deductable Details Update Amount 500 Is Taxable Remarks Bus Transport Add Close
TDS TDS TTS TUP Type Bonus	Juctables 200 0 500 Bg Components Amount 1000	ESIC 0 PF 0 Per Day Fixed Remarks Bonus	Employer Contribution to ESIC 0 Employer Contribution towards PF 0 Floating Deductable Details Update Amount 500 Is Taxable Remarks Bus Transport Is Taxable Add Close





Continue ...

Standard Earning				2.00	Undary 200
Basic	10000	HRA 12000	DA 6400	Conveyance	1600
OT per Hour	100				
Standard Deduc	tables				
TDS 2	200	ESIC 0	Employer Contrib	oution to ESIC 0	
PT 0)	PF 0	Employer Contrib	oution towards PF 0	
✓ LOP 5	00	Per Day 💿 Fixed 🔘 Floating	Floating PF	Floating PT	Floating ESIC
ther Earning	Components		Other Deducatabl	e Components	Update
Гуре	Amount	Remarks	Туре	Amount	Remarks
	1000	Bonus	Bus Transport	500 8	Bus Transport
onus					
onus					
onus					

Pay Slip Records:

To generate the pay slip, need to re-calculate pay slip records of the employee

🍓 eSSL eP	PayTrack	
Admin	Manage Reports Windows Help	
🖉 🤌	Payroll Formula Settings	
	Employee Pay Details	_
	Employee Salary Structures	
	Loan Details	
	Reimbursement Details	
	Payslip Records	

Note: Attendance Records should be recalculated



Continue ...

- > You can filter the month & select single employee or multiple employees

- Right click on the Page
 Recalculate Pay Slip Details
 Freeze --- This option will freeze pay slip for particular month
- > Un Freeze --- This option will Unfreeze pay slip for particular month

🍓 eSSL ePayTrack - [Er	nploy	ee Payslip Detai	ls]	-		-	a fastra re			-	-					
💀 Admin Manag	e F	leports Winde	ows Help													
P 🔒																
Employee Pays	ip D	etails														
Month Aug Ver	r 20	117 🔹 Rec	calculate Payslip Details													
Company eSSL	•	Designation	All Category All	▼ Status	Working	•	Employment Ty	pe Al		🔹 lo	cation A			•		
Filter		Emp Code	Emp Name	Basic	HRA	DA	Conveyance	от	TDS	PF	ESIC	PT	LOP	Tot. Earning	Tot.Deduction	Net Salary
Employee Code		1003	Prayeen	10000	12000	6400	1600	0	200	0	0	0	10500	31000	11200	19800
Die Grant Diese		1009	Chetan	0	0	0	0	0	0	0	0	0	0	0	0	0
Is Exact Filter		1014	BASAVARAJGuru	0	0	0	0	0	0	0	0	0	0	0	0	0
Employee Name		1015	Santhosh	0	0	0	0	0	0	0	0	0	0	0	0	0
Desident		1037	Rubesh	0	0	0	0	0	0	0	0	0	0	0	0	0
Account		1038	Patil	0	0	0	0	0	0	0	0	0	0	0	0	0

You can also edit particular month pay slip

ay Siip	Detai	IS			Effective	Date	Augus	t 2017
Employee	1003	:Praveen					(Fre
Eamings				Deductions				\sim
Basic	10000			TDS	200			
HRA	12000	8		ESIC	0			
DA	6400			PF	0	F	о то	
Conveyance	1600			Absent Days	21	LWOP	Days	0
OT Hours	00:00	OT Per I	Hour 100	LOP Per day	500			5404
Total OT	0	0		Total LOP	10500			
Туре		Amount	Remarks	Туре	Am	ount	Rem	arks
Bonus		1000	Bonus	Bus Transpo	rt 500		Bus T	Fransport
Type Bonus		Amount 1000	Remarks Bonus	Type Bus Transpo	Am 500	ount	Rem Bus T	arks Fransp



6) **Canteen:**

This form will display the list of all Canteen Items User can Add, Edit & Delete the Canteen Items

ist Item Code	Employee Contribution		
Item Code	Employee Contribution		
	Employee contribution	Employer Contribution	
1	1	2	Add
2	2	4	
3	3	5	Edit
	3	2 2 3 3	2 2 4 3 3 5

Item Name	: Enter Item name
Short Name	: Enter Item Short Name
Employee contribution	: Enter amount
Employer contribution	: Enter amount
Employer contribution	: Enter amount

em Name	▼ Item Code	Employee Contribution	Employer Contribution	
			2	Add
noer	Canteen Item Details			Edit
	ltem Name	Cold Drinks		Delete
	Item Short Name	4 Item Code	• 4	
	Employee Contribution	10		
	Employer Contribution	12		
		\sim		
		Add	Close	
	L			



Continue ...

ltern Name	Item Code	Employee Contribution	Employer Contribution	
Геа	1	1	2	Add
UNCH	Canteen Item Details			
	Emple Car	nteen Item Added Successfully.	Close	

User can define the canteen item timings

ne	Code	Begin Time	End Time	Default Item	
anteen Timing	IS 📉	16:00	17:00	Dinner	Add
	· · · · · · · · · · · · · · · · · · ·	18:30	22:29	4	100
Name	Cold Drinks	13:00	15:29	LUNCH	Edit
Short Name	CD	06:00	08:00	Tea	Delete
Begin Time	15:40 HH:MM 24 hr fmt				
End Time	15:55 HH:MM 24 hr fmt				
Default Item	[4				
	Add Close				



Continue ...

me	Code	•	Begin Time	End Time	Default Item	
Canteen Timing	lz	23	16:00	17:00	Dinner	Add
C			18:30	22:29	4	7100
Name	Cold Drinks		13:00	15:29	LUNCH	Edit
Charl Name	CD		06:00	08:00	Tea	Delete
Begin Time End Time Default Item	15:40 HH: 15:55 HH: 4 Add	:MM 24 hr fmt :MM 24 hr fmt Close	Car	nteen Timing Add	ed Successfully.	

Cancentini	ngs List				
Name	Code	Begin Time	End Time	Default Item	
Cold Drinks	CD	15:40	15:55	4	
Din	Din	16:00	17:00	Dinner	Aud
Dinner	Dinner	18:30	22:29	4	Edit
Lunch	Lunch	13:00	15:29	LUNCH	Delete
Теа	Tea	06:00	08:00	Tea	

Note: Each canteen items should not clash Begin & End time



7) **Online Downloader:**

- > Online downloader is data(log records) collector from the device
- > Logs can be downloaded to third party database
- ➢ Logs can be cleared after downloading
- User can select the time interval from the drop down ,as per that online downloader will be running in the loop

0 e	xSSL Online Logs Downloader X											
Onl	ne Logs Downloade	r 🗹 Parallel Dat	abase Download		Auto Clear Af	ter Download			Start Download S	op Download Minimise to Tray Exit		
		Download L	ogs from beginnin	g Timer Interval	10	✓ in Minutes						
	Device Name	Conn Type	IP Address	Device Type	Location	Last Log Date	Last Log Time	Logs Downloaded	Health Monitor	Status		
\checkmark	Silkbio	Tcp/IP	192.168.6.138	Attendance		10-Mar-2023	10:45:19	24/24	online	Last Download: 14-Mar-2023 16:53		
	USB	USB		Attendance		01-Jan-1900	00:00:00					
\checkmark	X990	Tcp/IP	192.168.6.141	Attendance		25-Feb-2023	15:49:10	5/5	online	Last Download: 14-Mar-2023 16:53		
V	AceMini	Tcp/IP	192.168.6.165	Attendance		02-Dec-2022	12:41:56		offline	Unable to connect the device		
	Uface	Tcp/IP	192.168.6.139	Attendance		01-Jan-1900	00:00:00					



8) Scheduler:

Following function of scheduler:

- Syncs Employee data from the device to application database
- > Collect & export the logs records at specified local directory folder or FTP directory
- Sync System date & time with device
- > Calculate & export attendance logs at specified local directory folder or FTP directory
- > Send email of Late coming /Early going to department head
- Send email notification of Absentees to department head
- Sends SMS of Absentees employees
- > User can schedule these parameters as per convenient timings
- Scheduler runs only once in 24 hours

Collect and Export Device Logs at	HH:	9	~	MM:	30	~	Format:	Standard Format	~	Last Run:2023-03-01 12:12
Sync UserInfo at	HH:	9	~	MM:	0	~	Format:	Standard Format	~	Last Run:2023-03-01 12:12
Sync Date and Time at	HH:	9	~	MM:	15	~	Format:	Standard Format	~	Last Run:2023-03-01 12:12
Calculate and Export Attendance Logs at	HH1:	10	~	MM1:	0	~	Format:	Standard Format	~	Last Run:2023-03-01 12:28
	HH2:	0	~	MM2:	0	~				
	HH3:	0	~	MM3:	0	~				
Send eMail of Late Coming / Early Going	HH:	11	~	MM:	0	\sim	Format:	Standard Format	~	Last Run:2023-03-01 14:29
Send eMail Notification of Absentees	HH:	11	~	MM:	15	~	Format:	Standard Format	~	Last Run:2023-03-01 17:41
Send eMail of Late Coming / Early Going To Employe	HH:	11	~	MM:	30	~	Format:	Standard Format	~	Last Run:2023-03-01 14:29
Send eMail Notification of Absentees To Employee	HH:	11	~	MM:	45	~	Format:	Standard Format	~	Last Run:2023-03-01 17:41
Send SMS for Absentees Begin Time	e HH:	00		MM:	00		End Time	нн: 00 🗸 мм: 00	~	Last Run:2022-07-08



9) Admin:

This Form will display the List of all Users. User can Add, Edit & Delete User's

1	Users List		×	1
	Users List			
I	Login	Role Name	\frown	
	essi	Admin	Add	Click
l			Edit	
l			Delete	
L				
L				
l				
l				
l				
	Total Records : 1			
U				

Login Name	: Enter User login Name
Password	: Enter password

Role : Enter the role name

Note:

- > Accessible companies & permission allowed to user
- > Check Mark as "Is Admin" then user will able to access all Permission
- > Can access invisible Items check box is used to give permission of accessing Invisible companies





Continue ...





Continue ...





10) **Reports:**

User can recalculate the attendance of the employee from date To date

User can filter company & department

Re Calculate Atte	ndance		×
From Date	01 Mar 2023 🔲 🔻	To Date 🛐 Mar 2023 🗐 🔻	
Select Cor	npanies	Select Departments	
Def ault essi		Daffacile Re STMTE	
Select A	II 🔿 Deselect All	Select All Deselect All	
		0 %	
		Calculate Close	

Printed On : Jul 20 2017 11:59



Daily Reports:

1.1) Basic Report

Daily Attendance Report (Basic Report)

Jun 01 2016 To Jun 01 2016

Company: eSSL

Attendance Date 01-Jun-2016

Department Account

SNo	E. Code	Name	Shift	InTime	OutTime	Work Dur.	от	Tot. Dur.	Status	Remarks
1	1507	Adam	NS			00:00	00:00	00:00	On Leave(PL)	
2	1514	Lee	ShiftA	09:08	18:37	8:00	1:29	9:29	Present	
3	1527	Swapnil P	ShiftA	09:04	18:57	8:00	1:53	9:53	Present	
4	1529	Nanda Kulkarni	ShiftA	09:11	18:57	8:00	1:46	9:46	Present	
5	1533	Manoj Joshi	ShiftA	10:26	18:55	8:00	00:29	8:29	Present	
6	1580	Sachi	ShiftA	09:42		7:18	00:00	7:18	Present (No OutPunch)	

Department HR

SNo	E. Code	Name	Shift	InTime	OutTime	Work Dur.	от	Tot. Dur.	Status	Remarks
1	1095	Daniel	ShiftA	08:56	18:32	8:00	1:36	9:36	Present	
2	1452	Karthik L	ShiftA	08:50	18:32	8:00	1:42	9:42	Present	
3	1689	Jason	ShiftA	09:01	18:32	8:00	1:31	9:31	Present	
4	1692	Peter	ShiftA	09:08	18:32	8:00	1:24	9:24	Present	
5	1698	Abram	ShiftA	08:53	18:45	8:00	1:52	9:52	Present	



eTimetracklite

1.2) Daily Detail Report

	Daily Attendance Report (Detailed Report)													
Co	npany:	eSSL					Jun 01 20	016 To Ju	n 01 2	2016				Printed On : Jul 20 2017 12:00
Atte	Attendance Date : 01-Jun-2018													
Dep SNo	ertment E. Code	Account Name	Shift	S. InTime	S. OutTime	A. InTime	A. OutTime	Work Dur.	от	Tot. Dur.	LateBy	EarlyGoingBy	Status	Punch Records
1	1507	Adam	NS	00:00	00:00			00:00	00:00	00:00	00:00	00:00	On Leave(PL)	
2	1514	Lee	ShiftA	09:00	17:00	09:08	18:37	8:00	1:29	9:29	00:00	00:00	Present	09:08:in(T168),18:37:out(T168),
3	1527	Swapnil P	ShiftA	09:00	17:00	09:04	18:57	8:00	1:53	9:53	00:00	00:00	Present	09:04:in(T168),18:57:out(T168),
4	1529	Nanda Kulkarni	ShiftA	09:00	17:00	09:11	18:57	8:00	1:46	9:46	00:11	00:00	Present	09:11:in(T168),18:57:out(T168),
5	1533	Manoj Joshi	ShiftA	09:00	17:00	10:26	18:55	8:00	00:29	8:29	1:26	00:00	Present	10:26:in(T168),14:04:out(T168),14:43:in (T168),18:55:out(T168),
6	1580	Sachi	ShiftA	09:00	17:00	09:42		7:18	00:00	7:18	00:42	00:00	Present (No OutPunch)	09:42:in(T168),17:00:out(SE),
Dep	Department HR													
SNo	E. Code	Name	Shift	S. InTime	S. OutTime	A. InTime	A. OutTime	Work Dur.	от	Tot. Dur.	LateBy	EarlyGoingBy	Status	Punch Records
1	1095	Daniel	ShiftA	09:00	17:00	08:56	18:32	8:00	1:36	9:36	00:00	00:00	Present	08:56:in(T168),18:32:out(T168),
2	1452	Karthik L	ShiftA	09:00	17:00	08:50	18:32	8:00	1:42	9:42	00:00	00:00	Present	08:50:in(T168),12:29:out(T168),12:40:in (T168),18:32:out(T168),
3	1689	Jason	ShiftA	09:00	17:00	09:01	18:32	8:00	1:31	9:31	00:00	00:00	Present	09:01:in(T168),18:32:out(T168),
4	1692	Peter	ShiftA	09:00	17:00	09:08	18:32	8:00	1:24	9:24	00:00	00:00	Present	09:08:in(T168),13:23:out(T168),14:39:in (T168),18:32:out(T168),
5	1698	Abram	ShiftA	09:00	17:00	08:53	18:45	8:00	1:52	9:52	00:00	00:00	Present	08:53:in(T168),10:53:out(T168),11:17:in (T168),18:45:out(T168),
Dep	artment	Sales												
SNo	E. Code	Name	Shift	S. InTime	S. OutTime	A. InTime	A. OutTime	Work Dur.	от	Tot. Dur.	LateBy	EarlyGoingBy	Status	Punch Records
1	1038	Patil	ShiftA	09:00	17:00	08:27	18:18	8:00	1:51	9:51	00:00	00:00	Present	08:27:in(T168),18:18:out(T168),
2	1241	Prashanth	ShiftA	09:00	17:00	09:14	18:48	8:00	1:34	9:34	00:14	00:00	Present	09:14:in(T168),13:56:out(T168),14:12:in (T168),18:48:out(T168),
3	1471	Amol	ShiftA	09:00	17:00	09:09	18:53	8:00	1:44	9:44	00:00	00:00	Present	09:09:in(T168),18:53:out(T168),
4	1605	Krishnan	NS	00:00	00:00			00:00	00:00	00:00	00:00	00:00	Absent	
5	1688	Shweta	ShiftA	09:00	17:00	08:59	18:31	8:00	1:32	9:32	00:00	00:00	Present	08:59:in(T168),13:07:out(T168),14:07:in (T168),18:31:out(T168),
6	1706	Rohini	NS	00:00	00:00			00:00	00:00	00:00	00:00	00:00	Absent	





1.3) Daily Summary Report

Jun 01 2016 To Jun 10 2016

Company: eSSL

Printed On : Jul 20 2017 12:00

Employee Code:	1507	Employee Name :		Adam	Adam					
Date	InTime	OutTime	Shift	Total Duration	Status	Remarks				
01-Jun-2016			NS	00:00	On Leave(PL)					
02-Jun-2016	09:07	18:33	ShiftA	9:26	Present On Leave(PL)					
03-Jun-2016	09:13	18:35	ShiftA	9:22	Present On Leave(PL)					
04-Jun-2016	08:43	16:40	ShiftA	7:57	Present On Leave(PL)					
05-Jun-2016			NS	00:00	WeeklyOff On Leave(PL)					
06-Jun-2016	09:24	18:27	ShiftA	9:03	Present On Leave(PL)					
07-Jun-2016	09:14	18:28	ShiftA	9:14	Present On Leave(PL)					
08-Jun-2016	09:11	18:27	ShiftA	9:16	Present On Leave(PL)					
09-Jun-2016	09:13	18:29	ShiftA	9:16	Present On Leave(PL)					
10-Jun-2016	09:14	18:27	ShiftA	9:13	Present On Leave(PL)					

Total Duration=72 Hrs 47 Min , PresentDays=8 , Leaves=10 , Holiday=0 , AbsentDays=0 , Weekly Off =0

Employee Code:	1514	Employee Na	me :	Lee						
Date	InTime	OutTime	Shift	Total Duration	Status	Remarks				
01-Jun-2016	09:08	18:37	ShiftA	9:29	Present					
02-Jun-2016	09:12	18:35	ShiftA	9:23	Present					
03-Jun-2016	09:08	18:32	ShiftA	9:24	Present					
04-Jun-2016	09:09	16:01	ShiftA	6:52	Present					
05-Jun-2016			NS	00:00	WeeklyOff					
06-Jun-2016	09:06	18:37	ShiftA	9:31	Present					
07-Jun-2016	09:12	18:33	ShiftA	9:21	Present					
08-Jun-2016	09:10	18:34	ShiftA	9:24	Present					
09-Jun-2016	09:14	18:33	ShiftA	9:19	Present					
10-Jun-2016	08:52	18:32	ShiftA	9:40	Present					

Total Duration=82 Hrs 23 Min , PresentDays=9 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =1



1.4) Daily Detailed Summary Report

Daily Attendance Report (Detailed Summary Report)

Jun 01 2016 To Jun 10 2016

Company:	eSSL Printed On : Jul 20 2017 12:01													
Department:	Account													
Emp Code:	1507	507 Employee Name : Adam												
Att. Date	InTime	OutTime	Shift	S. InTime	S. OutTime	Work Dur.	от	Tot. Dur.	LateBy	EarlyGoingBy	Status	Punch Records		
01-Jun-2016			NS	00:00	00:00	00:00	00:00	00:00	00:00	00:00	On Leave(PL)			
02-Jun-2016	09:07	18:33	ShiftA	09:00	17:00	8:00	1:26	9:26	00:00	00:00	Present On Leave(PL)	09:07:in(T168),11:22:out(T168),14:40:in (T168),18:33:out(T168),		
03-Jun-2016	09:13	18:35	ShiftA	09:00	17:00	8:00	1:22	9:22	00:00	00:00	Present On Leave(PL)	09:13:in(T168),13:22:out(T168),18:35:in(T168),		
04-Jun-2016	08:43	16:40	ShiftA	09:00	17:00	7:57	00:00	7:57	00:00	00:00	Present On Leave(PL)	08:43:in(T168),16:40:out(T168),		
05-Jun-2016			NS	00:00	00:00	00:00	00:00	00:00	00:00	00:00	WeeklyOff On Leave(PL)			
06-Jun-2016	09:24	18:27	ShiftA	09:00	17:00	8:00	1:03	9:03	00:00	00:00	Present On Leave(PL)	09:24:in(T168),18:27:out(T168),		
07-Jun-2016	09:14	18:28	ShiftA	09:00	17:00	8:00	1:14	9:14	00:00	00:00	Present On Leave(PL)	09:14:in(T168),13:38:out(T168),14:00:in (T168),18:28:out(T168),		
08-Jun-2016	09:11	18:27	ShiftA	09:00	17:00	8:00	1:16	9:16	00:00	00:00	Present On Leave(PL)	09:11:in(T168),13:32:out(T168),14:05:in (T168),18:27:out(T168),		
09-Jun-2016	09:13	18:29	ShiftA	09:00	17:00	8:00	1:16	9:16	00:00	00:00	Present On Leave(PL)	09:13:in(T168),12:58:out(T168),13:14:in (T168),13:40:out(T168),14:03:in(T168),18:29:out (T168),		
10-Jun-2016	09:14	18:27	ShiftA	09:00	17:00	8:00	1:13	9:13	00:00	00:00	Present On Leave(PL)	09:14:in(T168),10:33:out(T168),10:57:in (T168),13:33:out(T168),14:05:in(T168),18:27:out (T168),		

Total Duration=72 Hrs 47 Min , PresentDays=8 , Leaves=10 , Holiday=0 , AbsentDays=0 , Weekly Off =0

Emp Code:	1514	Employee I	Name :		Lee							
Att. Date	InTime	OutTime	Shift	S. InTime	S. OutTime	Work Dur.	от	Tot. Dur.	LateBy	EarlyGoingBy	Status	Punch Records
01-Jun-2016	09:08	18:37	ShiftA	09:00	17:00	8:00	1:29	9:29	00:00	00:00	Present	09:08:in(T168),18:37:out(T168),
02-Jun-2016	09:12	18:35	ShiftA	09:00	17:00	8:00	1:23	9:23	00:12	00:00	Present	09:12:in(T168),18:35:out(T168),
03-Jun-2016	09:08	18:32	ShiftA	09:00	17:00	8:00	1:24	9:24	00:00	00:00	Present	09:08:in(T168),11:07:out(T168),11:21:in (T168),18:32:out(T168),
04-Jun-2016	09:09	16:01	ShiftA	09:00	17:00	6:52	00:00	6:52	00:00	00:58	Present	09:09:in(T168),16:01:out(T168),
05-Jun-2016			NS	00:00	00:00	00:00	00:00	00:00	00:00	00:00	WeeklyOff	
06-Jun-2016	09:06	18:37	ShiftA	09:00	17:00	8:00	1:31	9:31	00:00	00:00	Present	09:08:in(T168),18:37:out(T168),
Total Duration	otal Duration=82 Hrs 23 Min . PresentDavs=9 . Leaves=0 . Holidav=0 . AbsentDavs=0 . Weekly Off =1											

Generated By:essl



1.5) Daily In-Out Duration Report

Daily Attendance Report (IN/OUT Punch Report)

Jun 01 2016 To Jun 10 2016

Coi	mpany:	eSSL		Printed On : Jul 20 2017 12:02										
Date		01-June-2016												
SNo	E. Code	Name	Department	Shift	IN-1	OUT-1	IN-2	OUT-2	IN-3	OUT-3	IN-4	OUT-4	IN-5	OUT-5
35	1706	Rohini	Sales	NS										
36	1708	Puja	Sales	ShiftA	09:13	18:34								
37	1740	Manju	TechSupport	ShiftA	08:50	13:36	14:04	18:54						
38	1784	Victor	Sales	NS										

Date	•	02-June-2016													
SNo	E. Code	Name	Department	Shift	IN-1	OUT-1	IN-2	OUT-2	IN-3	OUT-3	IN-4	OUT-4	IN-5	OUT-5	
39	1003	Praveen	Service	ShiftA	08:13	12:53	13:21	18:39							
40	1009	Chetan	Service	ShiftA	09:03	18:32								1	
41	1014	BASAVARAJGuru	Service	NS											
42	1015	Santhosh	Software	ShiftA	09:22	11:16	11:33							1	
43	1037	Rubesh	TechSupport	NS										<u> </u>	
44	1038	Patil	Sales	ShiftA	08:32	18:20								1	
45	1041	Nagraj	Service	ShiftA	09:09	12:52	13:07	18:38							
46	1064	Shivkumar	Service	ShiftA	09:05	12:20									
47	1083	Basavraju Hiremath	Service	NS											
48	1095	Daniel	HR	ShiftA	09:08	18:27									
49	1123	Amitkumar	Software	ShiftA	09:40	17:00									



1.6) In-Out Punch Report

Company: eSSL

Daily Attendance Report (In Out Duration Report)

Jun 01 2016 To Jun 10 2016

Printed On : Jul 20 2017 12:01

Attend	lance Date	10-Jun-2016			
Depar	tment	Sales			
SNo.	Emp Code	Name	In Duration (In Hrs)	Out Duration(In Hrs)	Punch Records
1	1038	Patil	9:32	00:00	08:48:in(T168),18:20:out(T168),
2	1241	Prashanth	9:24	00:00	09:13:in(T168),14:02:out(T168),14:26:in(T168),18:38:out(T168),
3	1471	Amol	00:00	00:00	
4	1605	Krishnan	9:27	00:00	09:03:in(T168),18:30:out(T168),
5	1688	Shweta	9:44	00:00	08:39:in(T168),18:23:out(T168),
6	1706	Rohini	00:00	00:00	
7	1708	Puja	9:14	00:00	09:14:in(T168),13:53:out(T168),13:57:in(T168),18:29:out(T168),
8	1784	Victor	00:00	00:00	

Department Service

SNo.	Emp Code	Name	In Duration (In Hrs)	Out Duration(In Hrs)	Punch Records
1	1003	Praveen	9:16	00:00	08:14:in(T168),17:30:out(T168),
2	1009	Chetan	00:00	00:00	
3	1014	BASAVARAJGuru	00:00	00:00	
4	1041	Nagraj	9:26	00:00	09:10:in(T168),12:55:out(T168),13:12:in(T168),18:36:out(T168),
5	1064	Shivkumar	9:21	00:00	09:05:in(T168),18:27:out(T168),
6	1083	Basavraju Hiremath	00:00	00:00	

Department

Software

SNo.	Emp Code	Name	In Duration (In Hrs)	Out Duration(In Hrs)	Punch Records
1	1015	Santhosh	9:20	00:00	09:24:in(T168),13:41:out(T168),14:32:in(T168),18:44:out(T168),
2	1123	Amitkumar	6:55	00:00	10:04:in(T168),17:00:out(SE),
3	1124	Pradeep	00:00	00:00	
4	1125	Soumya	00:00	00:00	

Generated By:essl



1.7) Daily Late Coming Report

Daily Attendance	Late	Coming	(Detailed	Report)
Dully Automatine		e e i i i i i i i i i i i i i i i i i i	(Dettailed	ite point,

Jun 01 2016 To Jun 10 2016

Printed	On	: Jul	20	2017	12:06

Attendance Date :	01-Jun-2016

1	Depa	rtment	Account												
1	SNo	E. Code	Name	Shift	S. InTime	S. OutTime	A. InTime	A. OutTime	Work Dur.	от	Tot. Dur.	LateBy	EarlyGoingBy	Status	Punch Records
[1	1529	Nanda Kulkarni	ShiftA	09:00	17:00	09:11	18:57	8:00	1:46	9:46	00:11	00:00	Present	09:11:in(T168),18:57:out(T168),
	2	1533	Manoj Joshi	ShiftA	09:00	17:00	10:26	18:55	8:00	00:29	8:29	1:26	00:00	Present	10:26:in(T168),14:04:out(T168),14:43:in (T168),18:55:out(T168),
ſ	3	1580	Sachi	ShiftA	09:00	17:00	09:42		7:18	00:00	7:18	00:42	00:00	Present (No OutPunch)	09:42:in(T168),17:00:out(SE),

Department Sales

Company: eSSL

SNo	E. Code	Name	Shift	S. InTime	S. OutTime	A. InTime	A. OutTime	Work Dur.	от	Tot. Dur.	LateBy	EarlyGoingBy	Status	Punch Records
1	1241	Prashanth	ShiftA	09:00	17:00	09:14	18:48	8:00	1:34	9:34	00:14	00:00	Present	09:14:in(T168),13:56:out(T168),14:12:in (T168),18:48:out(T168),
2	1708	Puja	ShiftA	09:00	17:00	09:13	18:34	8:00	1:21	9:21	00:13	00:00	Present	09:13:in(T168),18:34:out(T168),

Department Software

\$ No	E. Code	Name	Shift	S. InTime	S. OutTime	A. InTime	A. OutTime	Work Dur.	от	Tot. Dur.	LateBy	EarlyGoingBy	Status	Punch Records
1	1015	Santhosh	ShiftA	09:00	17:00	09:21	18:41	8:00	1:20	9:20	00:21	00:00	Present	09:21:in(T168),10:25:out(T168),10:36:in (T168),13:42:out(T168),14:49:in (T168),18:41:out(T168),

Department TechSupport

S	No	E. Code	Name	Shift	S. InTime	S. OutTime	A. InTime	A. OutTime	Work Dur.	от	Tot. Dur.	LateBy	EarlyGoingBy	Status	Punch Records
	1	1165	Peter	ShiftA	09:00	17:00	09:24	18:27	8:00	1:03	9:03	00:24	00:00	Present	09:24:in(T168),13:03:out(T168),13:22:in (T168),14:43:out(T168),14:52:in (T168),18:27:out(T168),
	2	1703	Mishra	ShiftA	09:00	17:00	09:11		7:49	00:00	7:49	00:11	00:00	Present (No OutPunch)	09:11:in(T168),17:00:out(SE),

Attendance Date :

02-Jun-2016

Department Account

SN	lo E.	. Code	Name	Shift	S. InTime	S. OutTime	A. InTime	A. OutTime	Work Dur.	от	Tot. Dur.	LateBy	EarlyGoingBy	Status	Punch Records
	1 1	514	Lee	ShiftA	09:00	17:00	09:12	18:35	8:00	1:23	9:23	00:12	00:00	Present	09:12:in(T168),18:35:out(T168),
	2 1	529	Nanda Kulkarni	ShiftA	09:00	17:00	11:51	18:37	6:46	00:00	6:46	2:51	00:00	Present	11:51:in(T168),18:37:out(T168),

Generated By:essl



1.8) Daily Early Going Report

						Daily	Attendan	ce Early	Goir	ig (Deta	iled Re	port)		
Co	mpany:	eSSL					Jun 01 2	016 Io Ju	in 10 2	2016				Printed On : Jul 20 2017 12:08
Atte Dep	endance D artment	ate : Service	02-Jur	-2016										
SNo	E. Code	Name	Shift	S. InTime	S. OutTime	A. InTime	A. OutTime	Work Dur.	от	Tot. Dur.	LateBy	EarlyGoingBy	Status	Punch Records
1	1064	Shivkumar	ShiftA	09:00	17:00	09:05	12:20	3:15	00:00	3:15	00:00	4:39	%Present	09:05:in(T168),12:20:out(T168),
Dep	artment	Software				•								
SNo	E. Code	Name	Shift	S. InTime	S. OutTime	A. InTime	A. OutTime	Work Dur.	от	Tot. Dur.	LateBy	EarlyGoingBy	Status	Punch Records
1	1015	Santhosh	ShiftA	09:00	17:00	09:22	11:33	2:11	00:00	2:11	00:22	5:26	%Present	09:22:in(T168),11:16:out(T168),11:33:in (T168),
Dep	artment	TechSupport				•								
SNo	E. Code	Name	Shift	S. InTime	S. OutTime	A. InTime	A. OutTime	Work Dur.	от	Tot. Dur.	LateBy	EarlyGoingBy	Status	Punch Records
1	1135	Harry	ShiftA	09:00	17:00	08:45	13:01	4:16	00:00	4:16	00:00	3:58	Present	08:45:in(T168),13:01:out(T168),
Atte	endance D	ate :	03-Jur	-2016										
Dep	artment	TechSupport												
SNo	E. Code	Name	Shift	S. InTime	S. OutTime	A. InTime	A. OutTime	Work Dur.	от	Tot. Dur.	LateBy	EarlyGoingBy	Status	Punch Records
1	1135	Harry	ShiftA	09:00	17:00	09:40	11:38	1:58	00:00	1:58	00:40	5:21	Absent	09:40:in(T168),11:38:out(T168),
Atte	endance D	ate :	04-Jur	-2016										
Dep	artment	Account												
SNo	E. Code	Name	Shift	S. InTime	S. OutTime	A. InTime	A. OutTime	Work Dur.	от	Tot. Dur.	LateBy	EarlyGoingBy	Status	Punch Records
1	1514	Lee	ShiftA	09:00	17:00	09:09	16:01	6:52	00:00	6:52	00:00	00:58	Present	09:09:in(T168),16:01:out(T168),
2	1527	Swapnil P	ShiftA	09:00	17:00	09:12	16:40	7:28	00:00	7:28	00:12	00:19	Present	09:12:in(T168),16:40:out(T168),
3	1529	Nanda Kulkarni	ShiftA	09:00	17:00	09:01	14:23	5:22	00:00	5:22	00:00	2:36	Present	09:01:in(T168),13:53:out(T168),14:23:in (T168),
4	1580	Sachi	ShiftA	09:00	17:00	09:38	16:28	6:50	00:00	6:50	00:38	00:31	Present	09:38:in(T168),13:38:out(T168),13:49:in (T168),16:28:out(T168),

Generated By:essl



1.9) Missed Out Punch Report

Daily Attendance Missed Out Punch (Basic Report)

Jun 01 2016 To Jun 10 2016

Company: eSSL	Printed On : Jul 20 2017 12:08
Attendance Date 08-Jun-2018	

Department Software

SNo	E. Code	Name	Shift	InTime	OutTime	Work Dur.	от	Tot. Dur.	Status	Remarks
1	1123	Amitkumar	ShiftA	10:23		6:37	00:00	6:37	Present (No OutPunch)	

Attendance Date 07-Jun-2016

Department HR

SNo	E. Code	Name	Shift	InTime	OutTime	Work Dur.	от	Tot. Dur.	Status	Remarks
1	1095	Daniel	ShiftA	09:24		7:36	00:00	7:36	Present (No OutPunch)	

Attendance Date 08-Jun-2016

De	pa	rtment	Software								
SN	0	E. Code	Name	Shift	InTime	OutTime	Work Dur.	от	Tot. Dur.	Status	Remarks
1	1	1015	Santhosh	ShiftA	09:24		7:36	00:00	7:36	Present (No OutPunch)	

Department TechSupport

SN	E. Code	Name	Shift	InTime	OutTime	Work Dur.	от	Tot. Dur.	Status	Remarks
	1 1133	Tom	ShiftA	09:11		7:49	00:00	7:49	Present (No OutPunch)	

Attendance Date 10-Jun-2016

Department Software

SNo	E. Code	Name	Shift	InTime	OutTime	Work Dur.	от	Tot. Dur.	Status	Remarks
1	1123	Amitkumar	ShiftA	10:04		6:56	00:00	6:56	Present (No OutPunch)	



1.10) Daily Leave Report

Daily Attendance On Leave (Basic Report)

Jun 01 2016 To Jun 10 2016

Company: eSSL

Printed On : Jul 20 2017 12:06

Attendance Date 08-Jun-2016

Department Account

SNo	E. Code	Name	Shift	InTime	OutTime	Work Dur.	от	Tot. Dur.	Status	Remarks
1	1507	Adam	ShiftA	09:11	18:27	8:00	1:16	9:16	Present On Leave (PL)	

Attendance Date 09-Jun-2016

Department Account

SNo	E. Code	Name	Shift	InTime	OutTime	Work Dur.	от	Tot. Dur.	Status	Remarks
1	1507	Adam	ShiftA	09:13	18:29	8:00	1:16	9:16	Present On Leave (PL)	

Attendance Date 10-Jun-2016

Department Account

SNo	E. Code	Name	Shift	InTime	OutTime	Work Dur.	от	Tot. Dur.	Status	Remarks
1	1507	Adam	ShiftA	09:14	18:27	8:00	1:13	9:13	Present On Leave (PL)	



1.11) Designation wise Report

Daily Designation Report (Basic Report)

Jun 01 2016 To Jun 01 2016

Com	nanv	<i>r</i> :	eSSI
00111	pany	· •	0000

Attendance Date 01-Jun-2016

Printed On : Jul 20 2017 12:27

Desi	ignation	Manager								
SNo	E. Code	Name	Shift	InTime	OutTime	Work Dur.	от	Tot. Dur.	Status	Remarks
1	1003	Praveen	ShiftA	08:07	18:37	8:00	2:30	10:30	Present	
2	1095	Daniel	ShiftA	08:56	18:32	8:00	1:36	9:36	Present	

Designation RSM

SN	E. Code	Name	Shift	InTime	OutTime	Work Dur.	от	Tot. Dur.	Status	Remarks
1	1038	Patil	ShiftA	08:27	18:18	8:00	1:51	9:51	Present	

	Desi	gnation	Snr Developer								
9	SNo	E. Code	Name	Shift	InTime	OutTime	Work Dur.	от	Tot. Dur.	Status	Remarks
Γ	1	1125	Soumya	NS			00:00	00:00	00:00	Absent	

Des	ignation	Snr Servcie Eng								
SNo	E. Code	Name	Shift	InTime	OutTime	Work Dur.	от	Tot. Dur.	Status	Remarks
1	1083	Basavraju Hiremath	NS			00:00	00:00	00:00	Absent	

Designation Snr.Business Analyst

SI	٩o	E. Code	Name	Shift	InTime	OutTime	Work Dur.	от	Tot. Dur.	Status	Remarks
	1	1123	Amitkumar	NS			00:00	00:00	00:00	Absent	



1.12) Daily Grade wise Report

Daily Gradewise Report (Basic Report)

Jun 01 2016 To Jun 01 2016

Company: eSSL Printed On : Jul 20 2017 12:2													
Atte	ndance Da												
Grad	de	G2											
SNo	E. Code	Name	Shift	InTime	OutTime	Work Dur.	от	Tot. Dur.	Status	Remarks			
12	1680	Priyanka	ShiftA	09:08	18:30	8:00	1:22	9:22	Present				
13	1688	Shweta	ShiftA	08:59	18:31	8:00	1:32	9:32	Present				
14	1692	Peter	ShiftA	09:08	18:32	8:00	1:24	9:24	Present				
			_										

L											
	15	1703	Mishra	ShiftA	09:11		7:49	00:00	7:49	Present (No OutPunch)	
	16	1704	Preethi	ShiftA	09:05	18:29	8:00	1:24	9:24	Present	
	17	1706	Rohini	NS			00:00	00:00	00:00	Absent	
Γ	18	1708	Puja	ShiftA	09:13	18:34	8:00	1:21	9:21	Present	
	19	1740	Manju	ShiftA	08:50	18:54	8:00	2:04	10:04	Present	
ſ	20	1784	Victor	NS			00:00	00:00	00:00	Absent	
-											

Grade

G3

SNo	E. Code	Name	Shift	InTime	OutTime	Work Dur.	от	Tot. Dur.	Status	Remarks
1	1003	Praveen	ShiftA	08:07	18:37	8:00	2:30	10:30	Present	
2	1014	BASAVARAJGuru	NS			00:00	00:00	00:00	Absent	
3	1083	Basavraju Hiremath	NS			00:00	00:00	00:00	Absent	



1.13) Employee wise Report

Daily Attendance Report (Basic Report)

Jun 01 2016 To Jun 05 2016

Company: eSSL

Printed On : Jul 20 2017 12:21

Attendance	Date	01- Jun-2018
Attenuance	Date	01-Jun-2010

Emp	. Туре	Permanent								
SNo	E. Code	Name	Shift	InTime	OutTime	Work Dur.	от	Tot. Dur.	Status	Remarks
1	1003	Praveen	ShiftA	08:07	18:37	8:00	2:30	10:30	Present	
2	1009	Chetan	ShiftA	09:08	18:49	8:00	1:41	9:41	Present	
3	1014	BASAVARAJGuru	NS			00:00	00:00	00:00	Absent	
4	1015	Santhosh	ShiftA	09:21	18:41	8:00	1:20	9:20	Present	
5	1037	Rubesh	NS			00:00	00:00	00:00	Absent	
6	1038	Patil	ShiftA	08:27	18:18	8:00	1:51	9:51	Present	
7	1041	Nagraj	ShiftA	09:10	18:41	8:00	1:31	9:31	Present	
8	1064	Shivkumar	NS			00:00	00:00	00:00	Absent	
9	1083	Basavraju Hiremath	NS			00:00	00:00	00:00	Absent	
10	1095	Daniel	ShiftA	08:56	18:32	8:00	1:36	9:36	Present	
11	1123	Amitkumar	NS			00:00	00:00	00:00	Absent	
12	1124	Pradeep	NS			00:00	00:00	00:00	Absent	
13	1125	Soumya	NS			00:00	00:00	00:00	Absent	
14	1133	Tom	ShiftA	08:58		8:00	00:02	8:02	Present (No OutPunch)	
15	1135	Нагту	ShiftA	08:56	18:37	8:00	1:41	9:41	Present	
16	1165	Peter	ShiftA	09:24	18:27	8:00	1:03	9:03	Present	
17	1241	Prashanth	ShiftA	09:14	18:48	8:00	1:34	9:34	Present	
18	1452	Karthik L	ShiftA	08:50	18:32	8:00	1:42	9:42	Present	
19	1471	Amol	ShiftA	09:09	18:53	8:00	1:44	9:44	Present	
20	1507	Adam	NS			00:00	00:00	00:00	On Leave(PL)	
21	1514	Lee	ShiftA	09:08	18:37	8:00	1:29	9:29	Present	
22	1527	Swapnil P	ShiftA	09:04	18:57	8:00	1:53	9:53	Present	
23	1529	Nanda Kulkarni	ShiftA	09:11	18:57	8:00	1:46	9:46	Present	
24	1533	Manoj Joshi	ShiftA	10:26	18:55	8:00	00:29	8:29	Present	



1.14) Team Wise Report

Daily Attendance Report (Basic Report)

Jun 01 2016 To Jun 01 2016

Company: eSSL

Printed On : Jul 20 2017 12:25

Attendance	Date	01 lue	2018
Attendance	Date	UT-JUN	-2010

Tear	n	T2								
SNo	E. Code	Name	Shift	InTime	OutTime	Work Dur.	от	Tot. Dur.	Status	Remarks
12	1704	Preethi	ShiftA	09:05	18:29	8:00	1:24	9:24	Present	
13	1740	Manju	ShiftA	08:50	18:54	8:00	2:04	10:04	Present	

Tea	m	T4								
SNo	E. Code	Name	Shift	InTime	OutTime	Work Dur.	от	Tot. Dur.	Status	Remarks
1	1003	Praveen	ShiftA	08:07	18:37	8:00	2:30	10:30	Present	
2	1009	Chetan	ShiftA	09:08	18:49	8:00	1:41	9:41	Present	
3	1014	BASAVARAJGuru	NS			00:00	00:00	00:00	Absent	
4	1041	Nagraj	ShiftA	09:10	18:41	8:00	1:31	9:31	Present	
5	1064	Shivkumar	NS			00:00	00:00	00:00	Absent	
6	1083	Basavraju Hiremath	NS			00:00	00:00	00:00	Absent	

Tea	m	T5								
SNo	E. Code	Name	Shift	InTime	OutTime	Work Dur.	от	Tot. Dur.	Status	Remarks
1	1015	Santhosh	ShiftA	09:21	18:41	8:00	1:20	9:20	Present	
2	1123	Amitkumar	NS			00:00	00:00	00:00	Absent	
3	1124	Pradeep	NS			00:00	00:00	00:00	Absent	
4	1125	Soumya	NS			00:00	00:00	00:00	Absent	
5	1571	Sagrika	ShiftA	08:59	18:32	8:00	1:33	9:33	Present	



1.15) Daily Short work Duration Report

Daily Attendance Short Worked (Basic Report)

Jun 01 2016 To Jun 10 2016

Company: eSSL

Printed On : Jul 20 2017 12:07

Attendance Date 09-Jun-2016

Department Service

SNo	E. Code	Name	Shift	InTime	OutTime	Work Dur.	от	Tot. Dur.	Status	Remarks
1	1064	Shivkumar	ShiftA	09:05	13:15	4:10	00:00	4:10	Present	

Department Software

SNo	E. Code	Name	Shift	InTime	OutTime	Work Dur.	от	Tot. Dur.	Status	Remarks
1	1123	Amitkumar	ShiftA	10:15	10:42	00:27	00:00	00:27	Absent	

Dep	artment	TechSupport								
SNo	E. Code	Name	Shift	InTime	OutTime	Work Dur.	от	Tot. Dur.	Status	Remarks
1	1135	Harry	ShiftA	08:54	13:11	4:17	00:00	4:17	Present	

Attendance Date 10-Jun-2016

Department Software

SNo	E. Code	Name	Shift	InTime	OutTime	Work Dur.	от	Tot. Dur.	Status	Remarks
1	1123	Amitkumar	ShiftA	10:04		6:56	00:00	6:56	Present (No OutPunch)	



1.16) Daily Absent Report

Daily Attendance Absent (Basic Report)

Jun 01 2016 To Jun 10 2016

Company: eSSL

Printed On : Jul 20 2017 12:04

Attendance Date 10-Jun-2016

Department Sales

SNo	E. Code	Name	Shift	InTime	OutTime	Work Dur.	от	Tot. Dur.	Status	Remarks
3	1784	Victor	NS			00:00	00:00	00:00	Absent	

Department Service

SNo	E. Code	Name	Shift	InTime	OutTime	Work Dur.	от	Tot. Dur.	Status	Remarks
1	1009	Chetan	NS			00:00	00:00	00:00	Absent	
2	1014	BASAVARAJGuru	NS			00:00	00:00	00:00	Absent	
3	1083	Basavraju Hiremath	NS			00:00	00:00	00:00	Absent	

Department

9	No	E. Code	Name	Shift	InTime	OutTime	Work Dur.	от	Tot. Dur.	Status	Remarks
	1	1124	Pradeep	NS			00:00	00:00	00:00	Absent	
	2	1125	Soumya	NS			00:00	00:00	00:00	Absent	

Department TechSupport

Software

9	5No	E. Code	Name	Shift	InTime	OutTime	Work Dur.	от	Tot. Dur.	Status	Remarks
Γ	1	1037	Rubesh	NS			00:00	00:00	00:00	Absent	
Γ	2	1135	Harry	NS			00:00	00:00	00:00	Absent	



1.17) Daily Extra Work Duration Report

Daily Attendance Extra Worked (Basic Report)

Jun 01 2016 To Jun 10 2016

Printed On : Jul 20 2017 12:07

Attendance Date 07-Jun-2016

Company: eSSL

De	epa	artment	Account								
SI	lo	E. Code	Name	Shift	InTime	OutTime	Work Dur.	от	Tot. Dur.	Status	Remarks
	5	1580	Sachi	ShiftA	09:14	18:31	8:00	1:17	9:17	Present	

Department HR

SNo	E. Code	Name	Shift	InTime	OutTime	Work Dur.	от	Tot. Dur.	Status	Remarks
1	1452	Karthik L	ShiftA	08:30	18:30	8:00	2:00	10:00	Present	
2	1689	Jason	ShiftA	08:54	18:30	8:00	1:36	9:36	Present	
3	1692	Peter	ShiftA	09:07	18:30	8:00	1:23	9:23	Present	
4	1698	Abram	ShiftA	09:01	18:32	8:00	1:31	9:31	Present	

Department Software

SN	E. Code	Name	Shift	InTime	OutTime	Work Dur.	от	Tot. Dur.	Status	Remarks
	1015	Santhosh	ShiftA	09:22	18:38	8:00	1:16	9:16	Present	
:	2 1123	Amitkumar	ShiftA	10:11	18:53	8:00	00:42	8:42	Present	
	3 1571	Sagrika	ShiftA	09:08	18:30	8:00	1:22	9:22	Present	



eTimetracklite

2.0 Monthly Report

2.1) Monthly Basic Report

Monthly Status Report (Basic Report)

Jun 01 2016 To Jun 30 2016

Co	mpany:	eSSL																															Pri	inted	On	: Jul	20 2	2017	12:29
Dep	partment	Account																																					
SI	Emp. Code	Name	1 W	2 Th	3F	4 St	5 S	6 M	7 T	8 W	9 Th	10 F	11 St	12 S	13 M	14 T	15 W	16 Th	17 F	18 St	19 S	20 M	21 T	22 W	23 Th	24 F	25 St	26 S	27 M	28 T	29 W	30 Th	Ρ	Α	L	н	HP	wo	WOP
1	1507	Adam	PL	PLP	PLP	PLP	PL	PLP	PLP	PLP	PLP	PLP	PLP	PL	PLP	PLP	PLP	PLP	PLP	PLP	PL	PLP	PLP	PLP	PLP	PLP	PLP	PL	PLP	PLP	PL	PLP	24	0	30	0	0	0	0
2	1514	Lee	P	P	P	P	wo	P	P	Ρ	Ρ	Ρ	Ρ	wo	Ρ	P	Ρ	P	P	Ρ	wo	P	P	P	Ρ	Ρ	Ρ	wo	P	P	Ρ	Ρ	26	0	0	0	0	4	0
3	1527	Swapnii P	P	P	P	P	wo	P	Р	P	P	Р	P	wo	Р	Р	P	P	P	P	wo	Р	Р	Р	Р	P	Ρ	wo	P	P	P	P	26	0	0	0	0	4	0
4	1529	Nanda Kulkami	P	P	P	P	wo	P	A	A	A	A	A	wo	P	P	A	A	P	P	wo	P	P	P	P	P	P	wo	P	P	P	P	19	7	0	0	0	4	0
5	1533	Manoj Joshi	P	P	P	P	wo	P	Р	P	P	P	P	wo	P	P	P	P	P	P	wo	P	P	P	P	P	P	wo	P	P	P	P	26	0	0	0	0	4	0
6	1580	Sachi	P	P	P	P	wo	P	P	P	P	P	P	wo	P	P	P	P	P	P	wo	P	P	P	P	P	P	wo	P	P	P	P	26	0	0	0	0	4	0
L		Į		-	-	-	-		I	I	I	I			I	I	I		I	I	-		I	I	I	I			I	-	-	-				I	I		
Dep	partment	HR																		_																			
SI	Emp. Code	Name	1 W	2 Th	3F	4 St	5 S	6 M	7 T	8 W	9 Th	10 F	11 St	12 S	13 M	14 T	15 W	16 Th	17 F	18 St	19 S	20 M	21 T	22 W	23 Th	24 F	25 St	26 S	27 M	28 T	29 W	30 Th	Ρ	A	L	н	HP	wo	WOP
1	1095	Daniel	P	P	P	P	wo	P	P	P	P	P	A	wo	P	P	P	P	P	Ρ	wo	P	P	P	P	P	P	wo	P	P	P	P	25	1	0	0	0	4	0
2	1452	Karthik L	P	P	P	P	wo	P	Р	P	P	Ρ	A	wo	Ρ	Р	Р	P	P	Ρ	wo	P	P	P	Р	Ρ	P	wo	P	Ρ	P	P	25	1	0	0	0	4	0
3	1689	Jason	P	Ρ	P	Ρ	wo	P	Ρ	Ρ	Ρ	Ρ	P	wo	Ρ	Ρ	Ρ	Ρ	Ρ	Ρ	wo	Ρ	P	Ρ	Ρ	Ρ	Ρ	wo	Ρ	Ρ	Ρ	Ρ	26	0	0	0	0	4	0
4	1692	Peter	P	P	P	Р	wo	P	Р	Р	Р	Р	Ρ	wo	Р	Р	Р	P	Р	Ρ	wo	P	Р	Р	Ρ	Р	P	wo	Р	P	Р	Р	26	0	0	0	0	4	0
5	1698	Abram	P	P	P	P	wo	P	P	P	P	Ρ	Ρ	wo	A	Α	A	A	Α	A	wo	A	A	٨	A	A	A	wo	A	A	A	A	10	16	0	0	0	4	0
Dep	partment	Sales			1		1																													-	-		
SI	Emp. Code	Name	1 W	2 Th	3F	4 St	5 S	6 M	7 T	8 W	9 Th	10 F	11	12 S	13	14 T	15	16	17 F	18	19 S	20	21 T	22	23	24 F	25	26 S	27	28 T	29	30	Ρ	Α	L	н	HP	WO	WOP
1	1038	Pati	P	P	P	A	wo	P	P	P	P	P	A	wo	P	Р	P	P	A	A	wo	A	P	P	P	P	A	wo	P	P	A	P	19	7	0	0	0	4	0
2	1241	Prashanth	P	P	P	P	wo	A	P	P	P	P	P	wo	P	P	P	P	P	P	wo	P	P	P	P	P	P	wo	P	P	P	P	25	1	0	0	0	4	0
3	1471	Amol	P	P	P	P	wo	Α	A	A	A	A	A	wo	A	A	A	A	A	A	wo	Α	A	A	A	A	A	wo	A	A	A	A	4	22	0	0	0	4	0
4	1605	Krishnan	A	A	P	P	wo	P	A	P	Р	Р	P	wo	A	P	Р	P	P	P	wo	P	P	P	Р	Р	P	wo	P	P	P	P	22	4	0	0	0	4	0
5	1688	Shweta	P	P	P	P	wo	P	P	P	Р	Р	P	wo	Р	A	Р	P	P	P	wo	P	P	P	A	P	P	wo	P	P	A	A	22	4	0	0	0	4	0
6	1706	Rohini	A	A	P	P	wo	P	P	P	۸	A	P	wo	P	P	Р	P	P	P	wo	P	P	P	P	P	P	wo	P	P	P	P	22	4	0	0	0	4	0
7	1708	Puja	P	P	P	P	wo	P	Р	Р	P	P	P	wo	A	P	P	P	P	P	wo	P	P	P	P	P	P	wo	P	P	P	P	25	1	0	0	0	4	0
																																							1

Generated By:essl



2.2) Monthly Detail Basic Report

Monthly Status Report (Basic Work Duration)

Jun 01 2016 To Jun 30 2016

Comp	any:	eSS	L																								Print	ed On	: Jul 2	0 2017	12:56
Days	1 W	2 Th	3 F	4 St	5 S	6 M	7 T	8 W	9 Th	10 F	11 St	12 S	13 M	14 T	15 W	16 Th	17 F	18 St	19 S	20 M	21 T	22 W	23 Th	24 F	25 St	26 S	27 M	28 T	29 W	30 Th	
Departn	ent	Acco	unt																												
Emp. Co	de :	1507				Emp.	Name	:	Adam																						
Status InTime	PL	PLP 09:07	PLP 09:13	PLP 08:43	PL	PLP 09:24	PLP 09:14	PLP 09:11	PLP 09:13	PLP 09:14	PLP 08:59	PL	PLP 09:15	PLP 09:12	PLP 09:14	PLP 09:15	PLP 09:12	PLP 08:54	PL	PLP 18:31	PLP 18:30	PLP 18:30	PLP 18:30	PLP 17:52	PLP 16:01	PL	PLP 09:16	PLP 09:12	PL	PLP 09:10	
OutTime Total	00:00	18:33 9:26	18:35 9:22	16:40 7:57	00:00	18:27 9:03	18:28 9:14	18:27 9:16	18:29 9:16	18:27 9:13	15:54 6:55	00:00	18:27 9:12	18:27 9:15	18:25 9:11	18:27 9:12	18:46 9:34	16:01 7:07	00:00	09:15 14:44	14:43 20:13	14:10 19:40	14:14 19:44	14:08 20:16	13:59	00:00	17:22 8:06	18:38 9:26	00:00	18:29 9:19	
Emp. Co	de :	1514				Emp.	Name	:	Lee												-									-	
Status InTime OutTime Total	P 09:08 18:37 9:29	P 09:12 18:35 9:23	P 09:08 18:32 9:24	P 09:09 16:01 6:52	WO 00:00	P 09:06 18:37 9:31	P 09:12 18:33 9:21	P 09:10 18:34 9:24	P 09:14 18:33 9:19	P 08:52 18:32 9:40	P 08:55 16:00 7:05	WO 00:00	P 09:18 18:34 9:16	P 08:58 18:36 9:38	P 09:05 18:54 9:49	P 09:08 18:39 9:31	P 09:08 18:38 9:30	P 09:05 16:15 7:10	WO 00:00	P 09:11 18:37 9:26	P 09:05 18:34 9:29	P 09:05 18:39 9:34	P 09:03 18:32 9:29	P 09:02 18:33 9:31	P 09:05 16:04 6:59	WO 00:00	P 09:20 18:31 9:11	P 09:11 18:32 9:21	P 09:12 18:35 9:23	P 09:03 18:33 9:30	·
Emp. Co	de :	1527				Emp.	Name	:	Swap	nil P																					
Status InTime OutTime Total	P 09:04 18:57 9:53	P 09:06 18:28 9:22	P 09:01 18:21 9:20	P 09:12 16:40 7:28	WO 00:00	P 09:07 18:24 9:17	P 09:07 18:27 9:20	P 09:07 18:26 9:19	P 09:07 18:25 9:18	P 08:58 18:20 9:22	P 09:26 15:59 6:33	WC 00:00	P 09:08 18:23 9:15	P 08:58 18:26 9:28	P 09:17 18:28 9:11	P 09:06 18:34 9:28	P 09:02 17:04 8:02	P 09:30 17:28 7:58	WO 00:00	P 09:03 18:24 9:21	P 09:06 18:37 9:31	P 09:08 18:25 9:17	P 09:15 18:27 9:12	P 09:07 18:22 9:15	P 09:06 16:00 6:54	WO 00:00	P 09:09 18:29 9:20	P 09:15 18:22 9:07	P 10:57 18:24 7:27	P 08:57 8:03	
Emp. Co	de :	1529	-			Emp.	Name	:	Nanda	a Kulka	mi									-	-	-	-					-	-	-	
Status InTime OutTime Total	09:11 18:57 19:45	11:51 18:37 6:46	09:13 18:15 9:02	09:01 14:23 5:22	00:00	08:56 18:59 10:03	00:00	00:00	00:00	00:00	00:00	00:00	08:52 18:40 9:48	09:13 18:27 9:14	00:00	00:00	10:54 18:29 7:35	09:11 16:01 6:50	00:00	09:08 18:36 9:28	09:15 18:39 9:24	09:08 18:34 9:26	08:59 18:42 9:43	09:07 18:39 9:32	09:04 16:04 7:00	00:00	09:38 18:45 9:07	09:21 18:17 8:56	09:04 18:21 9:17	09:08 18:42 9:34	·
Emp. Co	de :	1533				Emp.	Name	:	Mano	Joshi																					
Status InTime OutTime Total	P 1026 18:55 8:29	P 09:11 18:33 9:22 1580	P 09:12 18:27 9:15	P 09:12 17:25 8:13	WO 00:00	P 10:57 18:33 7:36 Emp	P 09:09 18:30 9:21 Name	P 09:12 18:34 9:22	P 09:13 18:30 9:17 Sachi	P 09:14 18:33 9:19	P 09:14 16:00 6:46	WO 00:00	P 09:14 18:33 9:19	P 09:14 18:32 9:18	P 09:15 18:33 9:18	P 09:14 18:33 9:19	P 09:14 18:33 9:19	P 09:28 16:11 6:43	WO 00:00	P 09:13 18:33 9:20	P 09:15 18:33 9:18	P 09:14 18:33 9:19	P 09:15 18:30 9:15	P 09:15 18:35 9:20	P 09:15 16:04 6:49	WO 00:00	P 09:14 18:45 9:31	P 09:15 18:44 9:29	P 08:56 18:32 9:36	P 09:14 18:41 9:27	
Status InTime	P 09:42	P 10:34	P 10:33	P 09:38	wo	P 10:17	P 09:14	P 09:22	P 09:26	P 10:11	P 09:22	wo	P 09:40	P 09:36	P 09:47	P 09:42	P 09:26	P 10:00	wo	P 09:20	P 09:17	P 09:25	P 09:49	P 09:33	P 09:50	wo	P 09:22	P 10:15	P 09:42	P 09:23	

Generated By:essl



2.3) Monthly Detailed Report

Monthly Status Report (Detailed Work Duration)

Jun 01 2016 To Jun 30 2016

Comp	any:	eSS	L																								Print	ed On	: Jul 2	2017	12:32
Days	1 W	2 Th	3 F	4 St	5 S	6 M	7 T	8 W	9 Th	10 F	11 St	12 S	13 M	14 T	15 W	16 Th	17 F	18 St	19 S	20 M	21 T	22 W	23 Th	24 F	25 St	26 S	27 M	28 T	29 W	30 Th	
Departr	nent:	Tech	Suppo	rt																											
Status InTime OutTime Duration Late By Early By	P 09:11 7:49 00:11	P 09:13 18:42 8:00 00:13	P 09:04 18:34 8:00	P 09:04 16:38 7:34 00:21	WO 00:00	P 09:05 18:31 8:00	P 09:13 18:35 8:00 00:13	P 09:11 18:37 8:00 00:11	P 09:13 18:43 8:00 00:13	P 09:07 18:48 8:00	P 09:12 16:06 6:54 00:12 00:53	WO 00:00	P 09:11 15:17 6:06 00:11 1:42	P 09:07 18:28 8:00	A 00:00	A 00:00	P 12:23 09:01 8:00	P 16:05 12:00	WO 00:00	P 09:12 18:34 8:00 00:12	P 09:11 18:39 8:00 00:11	P 09:08 18:41 8:00	P 09:13 18:40 8:00 00:13	р 09:09 7:51	P 09:09 16:25 7:16 00:35	WO 00:00	P 09:07 18:56 8:00	P 09:12 18:38 8:00 00:12	P 09:14 18:39 8:00 00:14	P 09:13 18:40 8:00 00:13	
OT	ShiftA	1:29 ShiftA	1:30 ShiftA	ShiftA	NS	1:26 ShiftA	1:22 ShiftA	1:26 ShiftA	1:30 ShiftA	1:41 ShiftA	ShiftA	NS	ShiftA	1:21 ShiftA	NS	NS	12:38 ShiftB	1:55 ShiftC	NS	1:22 ShiftA	1:28 ShiffA	1:33 ShiftA	1:27 ShiftA	ShiftA	ShiftA	NS	1:49 ShiftA	1:26 ShiftA	1:25 ShiftA	1:27 ShiftA	
Employ	ee:	1704	Preeth	i		Total D By Day	Ouration: ys: 7 Ear	195:21 ly By Hr	Hrs. Tota 5: 3:55 E	al OT: 29 arly goir	:22 Hrs Ig By Da	. Preser ays: 4	t 25 Ab	sent: 1 V	VeekiyO	it: 4 Holi	days: 0	Leaves	Taken: () Late By	/ Hrs: 1:	29 Late									
Status InTime OutTime Duration Late By Early By OT Shift	P 09:05 18:29 8:00 1:24 ShiftA	(P 09:02 18:36 8:00 11:34 ShiftA	P 09:08 18:26 8:00 1:18 ShifA	P 09:08 16:00 6:52 00:59 ShiftA	00:00	P 09:10 18:31 8:00 1:21 ShiftA	P 09:10 18:29 8:00 1:19 ShiftA	P 09:13 18:36 8:00 00:13 1:23 ShiftA	P 09:13 18:26 8:00 00:13 1:13 ShiftA	P 09:06 18:28 8:00 1:22 ShiftA	P 09:10 15:54 6:44 1:05 ShiftA	WO 00:00 NS	P 09:05 18:33 8:00 1:28 ShiftA	P 09:04 18:31 8:00 1:27 ShiftA	P 09:11 18:27 8:00 00:11 1:16 ShiftA	P 09:05 18:32 8:00 1:27 ShiftA	P 09:13 18:28 8:00 00:13 1:15 ShiftA	P 09:13 16:09 6:56 00:13 00:50 ShiftA	WO 00:00 NS	A 00:00 NS	P 09:05 18:34 8:00 1:29 ShiftA	P 09:07 18:33 8:00 1:26 ShiftA	P 09:10 18:43 8:00 1:33 ShiftA	P 09:14 18:37 8:00 00:14 1:23 ShiftA	P 09:09 15:58 6:49 1:01 ShiftA	WO 00:00 NS	P 09:08 18:35 8:00 1:27 ShifA	P 09:08 18:40 8:00 1:32 ShiftA	P 09:06 18:28 8:00 1:22 ShiftA	P 09:12 18:35 8:00 00:12 1:23 ShiftA	
Employ	ee:	1740	: Manju			Total D By Day	Ouration: ys: 2 Ear	154:43 ly By Hr	Hrs. Tota s: 5:51 E	al OT: 25 arly goir	::23 Hrs Ig By Da	. Preser ays: 4	it: 20 Ab	sent: 6 V	VeekiyO	if: 4 Holi	days: O I	Leaves	Taken: I	0 Late By	(Hrs: 1:1	D3 Late								Q	
Status InTime OutTime Duration Late By Early By OT Shift	P 08:50 18:54 8:00 2:04 ShiftA	P 08:44 18:38 8:00 11:54 ShiftA	P 08:57 18:12 8:00 1:15 ShiftA	A 00:00 NS	WO 00:00 NS	P 08:58 18:23 8:00 1:25 ShiftA	P 09:15 18:23 8:00 00:15 1:08 ShiftA	P 08:53 18:46 8:00 1:53 ShiftA	P 09:48 18:30 8:00 00:48 00:42 ShiftA	P 08:50 18:24 8:00 1:34 ShiftA	P 08:55 15:55 7:00 1:04 ShitA	WO 00:00 NS	P 08:53 18:26 8:00 1:33 ShiftA	P 08:53 18:59 8:00 2:05 ShiftA	P 09:02 18:26 8:00 1:24 ShiftA	P 08:53 18:32 8:00 1:39 ShiftA	P 08:45 18:30 8:00 1:45 ShiftA	P 08:44 16:08 7:24 00:51 ShiftA	WO 00:00 NS	P 08:51 18:41 8:00 1:50 ShiftA	P 09:02 18:42 8:00 1:40 ShiftA	P 08:47 13:57 5:10 3:02 ShiftA	A 00:00	P 09:02 18:33 8:00 1:31 ShiftA	P 08:56 16:05 7:09 00:54 ShiftA	WO 00:00 NS	A 00:00 NS	A 00:00 NS	A 00:00 NS	A 00:00 NS	

Generated By:essl



Company:

2.4) Monthly Status Summary Report

eSSL

Preethi

Manju

20 6

Monthly Status Report (Summary Report)

Jun 01 2016 To Jun 30 2016

Printed On : Jul 20

Department: Software Emp. Code wo WOP SL Other Leave Total Leave Total Present EmployeeName HP CL PL н Δ Santhosh 15 11 Amitkumar Pradeep 0 26 0 26 Soumya Sagrika Department: TechSupport Emp. Code EmployeeName HP wo WOP CL PL SL Other Leave Total Leave Total Present н Α Rubesh 0 26 Tom Harry Peter Priyanka Mishra



2.5) Monthly OT Summary Report

Monthly Status Report (OT Summary)

Jun 01 2016 To Jun 30 2016

Printed On : Jul 20 2017 12:35

Department:	Acco	unt																													
Employee	1 W	2 Th	3 F	4 St	68	6 M	7 T	8 W	8 Th	10 F	11 St	12 8	13 M	14 T	16 W	18 Th	17 F	18 St	19 8	20 M	21 T	22 W	23 Th	24 F	26 St	26 8	27 M	28 T	28 W	30 Th	Total
Adam:1507		1:26	1:22			1:03	1:14	1:16	1:16	1:13			1:12	1:15	1:11	1:12	1:34			2:44	8:13	7:40	7:44	8:16	1:59		00:06	1:26		1:19	54:41
Lee:1514	1:29	1:23	1:24			1:31	1:21	1:24	1:19	1:40			1:16	1:38	1:49	1:31	1:30			1:26	1:29	1:34	1:29	1:31			1:11	1:21	1:23	1:30	32:09
Swapnil P:1527	1:53	1:22	1:20			1:17	1:20	1:19	1:18	1:22			1:15	1:28	1:11	1:28	00:02			1:21	1:31	1:17	1:12	1:15			1:20	1:07		00:03	25:41
Nanda Kulkami:1529	1:46		1:02			2:03							1:48	1:14						1:28	1:24	1:26	1:43	1:32			1:07	00:56	1:17	1:34	20:20
Manoj Joshi: 1533	00:29	1:22	1:15	00:13			1:21	1:22	1:17	1:19			1:19	1:18	1:18	1:19	1:19			1:20	1:18	1:19	1:15	1:20			1:31	1:29	1:36	1:27	27:46
Sachi:1580		00:10	00:11			00:26	1:17	1:15	1:09	00:39	1:15		1:04				1:09			1:12	1:40						1:11		1:10	1:25	15:13

Department:

HR

Company: eSSL

Employee	1 W	2 Th	3 F	4 St	68	6 M	7 T	8 W	8 Th	10 F	11 St	12 8	13 M	14 T	16 W	18 Th	17 F	18 St	18 8	20 M	21 T	22 W	23 Th	24 F	26 St	26 8	27 M	28 T	28 W	30 Th	Total
Daniel:1095	1:38	1:19	1:16			1:26		11:57	2:40	9:27			1:18	1:27	1:14	1:28	1:16			1:38	1:16	1:21	1:24	1:29			1:19	1:13	1:24		47:28
Karthik L:1452	1:42	1:54	1:51			2:44	2:00	1:41	1:54	1:54			2:19	2:03	2:18	1:53	1:45			2:10	1:50	1:27	1:53	1:41	00:10		2:35	1:51	1:47	1:47	43:18
Jason:1689	1:31	1:22	1:36			1:38	1:36	1:30	1:35	1:35			1:47	1:37	1:33	1:12	1:36			1:40	1:33	1:24	1:24	1:46			1:47	1:34	1:23	1:27	34:06
Peter: 1692	1:24	1:25	1:20			1:22	1:23	1:22	1:17	1:36			1:19	1:19	1:24	1:18	1:18			1:25	1:19	1:19	1:19	1:18			1:29	1:26	1:22	1:18	30:02
Abram:1698	1:52		00:57	00:27			1:31		1:25	1:47																					7:59

Department: Sales

Employee	1 W	2 Th	3 F	4 st	68	6 M	7 T	8 W	9 Th	10 F	11 St	12 8	13 M	14 T	16 W	18 Th	17 F	18 St	19 8	20 M	21 T	22 W	23 Th	24 F	26 St	28 8	27 M	28 T	29 W	30 Th	Total
Patil:1038	1:51	1:48	1:42			1:43	1:49	1:16	1:38	1:32			1:31	00:12	1:50	1:21					2:22	1:42	1:30	1:45			1:40	1:34		1:40	30:26
Prashanth: 1241	1:34	1:17	1:14				1:20	1:20	1:22	1:25			1:26	1:25	1:27	1:20	1:26			1:23	1:24	1:27	1:25	1:20			12:02	7:43	7:46	7:46	58:52
Amol:1471	1:44	1:22		00:42																											3:48
Krishnan:1605			1:27			1:24		1:31	1:25	1:27				1:25	1:18	1:21	1:34			1:26	1:35	1:19	1:33	00:25			1:32	1:34	1:44	1:24	25:24
Shweta:1688	1:32	1:16	1:30			1:59	1:14	1:22	1:32	1:44			1:29		1:27	1:25	1:17			1:38	1:37	1:33		1:25			1:28				25:28
Rohini:1708			1:22			1:24	1:28	1:11					1:24	1:25	1:20	1:21	1:11			1:18	1:19		1:15	1:23			1:24	1:38	1:09	1:22	22:54
Puja: 1708	1:21	1:18	1:12			1:17	1:11	1:18		1:15				1:27	1:11	1:09	1:14			1:16	1:13	1:11	1:14	1:16			1:12	1:21	1:11		23:47

Department: Service

Employee	1 W	2 Th	3 F	4 St	6 8	6 M	7 T	8 W	9 Th	10 F	11 8t	12 8	13 M	14 T	16 W	18 Th	17 F	18 St	19 8	20 M	21 T	22 W	23 Th	24 F	26 St	26 8	27 M	28 T	28 W	30 Th	Total
Praveen:1003	2:30	2:26	1:12			3:36			2:51	1:16			2:42	2:08	00:04	2:49	00:59			3:07	2:10	1:39	2:16	1:04			3:11	2:21	2:19	2:24	43:04
Chetan:1009	1:41	1:29	1:25			00:02																							1:35	1:27	7:39
BASAVARAJGuru:1014													00:45	1:20		1:24	1:28			1:21	1:20	1:22	1:21	1:20			00:40	1:17	1:29	1:19	16:26

Generated By:essl



2.6) Monthly OT Hours Report

Monthly Status Report (Hour Wise Summary)

Jun 01 2016 To Jun 30 2016

Drinted	On	•	. Ind	20	2017	12.50

Department:	Acco	unt																															
Employee	1 W	2 Th	3 F	4 St	68	6 M	7 T	8 W	9 Th	10 F	11 St	12 8	13 M	14 T	16 W	18 Th	17 F	18 St	19 8	20 M	21 T	22 W	23 Th	24 F	26 St	28 8	27 M	28 T	28 W	30 Th	Total WH	Total OT	Total
Adam: 1507		1:26	1:22			1:03	1:14	1:16	1:16	1:13			1:12	1:15	1:11	1:12	1:34			2:44	8:13	7:40	7:44	8:16	1:59		00:06	1:26		1:19	213:59	54:41	268:40
Lee:1514	1:29	1:23	1:24			1:31	1:21	1:24	1:19	1:40			1:16	1:38	1:49	1:31	1:30			1:26	1:29	1:34	1:29	1:31			1:11	1:21	1:23	1:30	204:06	32:09	236:15
Swapnil P:1527	1:53	1:22	1:20			1:17	1:20	1:19	1:18	1:22			1:15	1:28	1:11	1:28	00:02			1:21	1:31	1:17	1:12	1:15			1:20	1:07		00:03	204:20	25:41	230:01
Nanda Kulkami:1529	1:46		1:02			2:03							1:48	1:14						1:28	1:24	1:26	1:43	1:32			1:07	00:56	1:17	1:34	145:33	20:20	165:53
Manoj Joshi:1533	00:29	1:22	1:15	00:13			1:21	1:22	1:17	1:19			1:19	1:18	1:18	1:19	1:19			1:20	1:18	1:19	1:15	1:20			1:31	1:29	1:36	1:27	203:54	27:46	231:40
Sachi:1580		00:10	00:11			00:28	1:17	1:15	1:09	00:39	1:15		1:04				1:09			1:12	1:40						1:11		1:10	1:25	186:12	15:13	201:25

Department:

HR

Company: eSSL

Employee	1 W	2 Th	3 F	4 St	6 8	8 M	7 T	8 W	9 Th	10 F	11 St	12 8	13 M	14 T	16 W	16 Th	17 F	18 St	19 8	20 M	21 T	22 W	23 Th	24 F	26 St	26 8	27 M	28 T	29 W	30 Th	Total WH	Total OT	Total
Daniel:1095	1:36	1:19	1:16			1:26		11:57	2:40	9:27			1:18	1:27	1:14	1:28	1:16			1:38	1:16	1:21	1:24	1:29			1:19	1:13	1:24		204:05	47:28	251:33
Karthik L:1452	1:42	1:54	1:51			2:44	2:00	1:41	1:54	1:54			2:19	2:03	2:18	1:53	1:45			2:10	1:59	1:27	1:53	1:41	00:10		2:35	1:51	1:47	1:47	199:05	43:18	242:23
Jason:1689	1:31	1:22	1:36			1:38	1:36	1:30	1:35	1:35			1:47	1:37	1:33	1:12	1:36			1:40	1:33	1:24	1:24	1:46			1:47	1:34	1:23	1:27	204:32	34:06	238:38
Peter:1692	1:24	1:25	1:20			1:22	1:23	1:22	1:17	1:36			1:19	1:19	1:24	1:18	1:18			1:25	1:19	1:19	1:19	1:18			1:29	1:26	1:22	1:18	203:12	30:02	233:14
Abram:1698	1:52		00:57	00:27			1:31		1:25	1:47																					74:49	7:59	82:48

Department: Sales

Employee	1 W	2 Th	3 F	4 st	68	6 M	7 T	8 W	8 Th	10 F	11 St	12 8	13 M	14 T	16 W	18 Th	17 F	18 St	19 8	20 M	21 T	22 W	23 Th	24 F	26 St	26 8	27 M	28 T	28 W	30 Th	Total WH	Total OT	Total
Patil:1038	1:51	1:48	1:42			1:43	1:49	1:16	1:38	1:32			1:31	00:12	1:50	1:21					2:22	1:42	1:30	1:45			1:40	1:34		1:40	152:00	30:26	182:26
Prashanth:1241	1:34	1:17	1:14				1:20	1:20	1:22	1:25			1:26	1:25	1:27	1:20	1:26			1:23	1:24	1:27	1:25	1:20			12:02	7:43	7:46	7:46	207:40	58:52	266:32
Amol:1471	1:44	1:22		00:42																											31:40	3:48	35:28
Krishnan:1605			1:27			1:24		1:31	1:25	1:27				1:25	1:18	1:21	1:34			1:26	1:35	1:19	1:33	00:25			1:32	1:34	1:44	1:24	171:29	25:24	196:53
Shweta:1688	1:32	1:16	1:30			1:59	1:14	1:22	1:32	1:44			1:29		1:27	1:25	1:17			1:38	1:37	1:33		1:25			1:28				168:37	25:28	194:05
Rohini:1706			1:22			1:24	1:28	1:11					1:24	1:25	1:20	1:21	1:11			1:18	1:19		1:15	1:23			1:24	1:38	1:09	1:22	169:45	22:54	192:39
Puja:1708	1:21	1:18	1:12			1:17	1:11	1:18		1:15				1:27	1:11	1:09	1:14			1:16	1:13	1:11	1:14	1:16			1:12	1:21	1:11		192:21	23:47	216:08

Department: Service

Employee	1 W	2 Th	3 F	4 st	68	6 M	7 T	8 W	9 Th	10 F	11 St	12 8	13 M	14 T	16 W	16 Th	17 F	18 St	19 8	20 M	21 T	22 W	23 Th	24 F	26 St	26 8	27 M	28 T	28 W	30 Th	Total WH	Total OT	Total
Praveen:1003	2:30	2:26	1:12			3:36			2:51	1:16			2:42	2:08	00:04	2:49	00:59			3:07	2:10	1:39	2:16	1:04			3:11	2:21	2:19	2:24	166:06	43:04	209:10
Chetan:1009	1:41	1:29	1:25			00:02																							1:35	1:27	61:53	7:39	69:32

Generated By:essl


2.7) Monthly Designation Report



Generated By:essl

Page No

1



3) Yearly Report:

July

0 0

Yearly Summary Report

Jan 01 2017 To Jul 21 2017

Printed On : Jul 21 2017 15:02 Company: eSSL Department: Service Employee Code : Employee Name : Shivkumar Month HP wo WOP Other Leave Total Leave CL PL SL Н Ρ А January February March April May June

CONFIDENTIAL



4.0) Leave Report:

Leave Entries Report (All)

Jun 01 2016 To Jun 05 2016

Company: eSSL

Printed On : Jul 20 2017 13:07

Date: 01-Jun-2016

Employee Code	Employee Name	Department	LeaveType	IsApproved	ApprovedBy	Leave Remarks
1507	Adam	Account	PL	True	Admin	

Date: 02-Jun-2016

Employee Code	Employee Name	Department	LeaveType	IsApproved	ApprovedBy	Leave Remarks
1507	Adam	Account	PL	True	Admin	

Date: 03-Jun-2016

Employee Code	Employee Name	Department	LeaveType	IsApproved	ApprovedBy	Leave Remarks
1507	Adam	Account	PL	True	Admin	

Date: 04-Jun-2016

Employee Code	Employee Name	Department	LeaveType	IsApproved	ApprovedBy	Leave Remarks
1507	Adam	Account	PL	True	Admin	

Date: 05-Jun-2016

Employee Code	Employee Name	Department	LeaveType	IsApproved	ApprovedBy	Leave Remarks
1507	Adam	Account	PL	True	Admin	



5.0) Out Door Report:

OutDoor Entries Report (All)

Jan 01 2017 To Jul 21 2017

Company: eSSL

Printed On : Jul 21 2017 15:14

Date: 06-Feb-2017

Employee Code	Employee Name	Department	Duration	IsApproved	ApprovedBy	Outdoor Entries Remarks
1003	Praveen	Service	480	True	Admin	Exhibition
1009	Chetan	Service	480	True	Admin	Offical
1014	BASAVARAJGuru	Service	480	True	RSM	Exhibition
1041	Nagraj	Service	480	True	Manager	Offical
1064	Shivkumar	Service	480	True	Admin	Offical
1083	Basavraju Hiremath	Service	480	True	Admin	Offical

Date:

07-Feb-2017

Employee Code	Employee Name	Department	Duration	IsApproved	ApprovedBy	Outdoor Entries Remarks
1003	Praveen	Service	480	True	Admin	Exhibition
1009	Chetan	Service	480	True	Admin	Offical
1014	BASAVARAJGuru	Service	480	True	RSM	Exhibition
1041	Nagraj	Service	480	True	Manager	Offical
1064	Shivkumar	Service	480	True	Admin	Offical
1083	Basavraju Hiremath	Service	480	True	Admin	Offical



6.0) Department Summary Report:

Department Summary Report

Jun 01 2016 To Jun 05 2016

Company: eSSL

Printed On : Jul 20 2017 13:08

Attendance Date: 01-Jun-2016

Department Name	Р	Α	Н	HP	wo	WOP	On Leave	On OD	On OT	Late Coming	Early Going	Tot. Employee
Account	5	0	0	0	0	0	1	0	0	0	0	6
HR	5	0	0	0	0	0	0	0	5	0	0	5
Sales	5	3	0	0	0	0	0	0	8	0	0	8
Service	3	3	0	0	0	0	0	0	6	0	0	6
Software	2	3	0	0	0	0	0	0	5	5	0	5
TechSupport	7	1	0	0	0	0	0	0	0	0	0	8

Attendance Date: 02-Jun-2016

Department Name	Р	Α	Н	HP	wo	WOP	On Leave	On OD	On OT	Late Coming	Early Going	Tot. Employee
Account	6	0	0	0	0	0	1	0	6	0	0	6
HR	5	0	0	0	0	0	0	0	5	0	0	5
Sales	5	3	0	0	0	0	0	0	8	0	0	8
Service	3.5	2.5	0	0	0	0	0	0	6	0	0	6
Software	2.5	2.5	0	0	0	0	0	0	0	5	5	5
TechSupport	7	1	0	0	0	0	0	0	0	0	0	8

Generated By:essl



7.0) Leave Summary:

	Leave Summary	Report	
	Year:201	7	
eSSL		F	Printed On : Jul 21 2017 15:05
Service			
1003	Employee Name:	Praveen	
Leave Allowed	Leave Taken	Leave Balance]
5	2	3	
15	0	15	
10	2	8	
10	0	10	
1009	Employee Name:	Chetan	_
Leave Allowed	Leave Taken	Leave Balance	
5	1	4	
15	0	15	
10	2	8]
10	0	10]
	eSSL Service 1003 Leave Allowed 5 15 10 10 10 1009 Leave Allowed 5 15 15 10 10	Leave Summary Year:201 eSSL Service Employee Name: 1003 Employee Name: Leave Allowed Leave Taken 5 2 15 0 1001 2 1002 Employee Name: Leave Allowed Leave Taken 5 1 1009 Employee Name: Leave Allowed Leave Taken 5 1 15 0 1009 Employee Name: 1009 Employee Name: 1009 Employee Name: 10 0 10 0 10 0 10 0	Leave Summary Report Year:2017 Year:2017 eSSL F Service 1003 Employee Name: Praveen Leave Allowed Leave Taken Leave Balance 5 2 3 15 0 15 10 2 8 1009 Employee Name: Chetan Leave Allowed Leave Taken Leave Balance 5 1 4 1009 Employee Name: Chetan Leave Allowed Leave Taken Leave Balance 5 1 4 15 0 15 16 0 15 17 0 15 18 0 15 19 0 15 10 0 15 10 0 15 10 0 10



8.0) Random Check Report:

Date:

Random Check Report - in(Time : 09:20)

Jul 01 2016 To Jul 01 2016

Company: eSSL

Printed On : Jul 20 2017 13:18

01-Jul-2016

Date & Time	Employee Code	Employee Name	Department
01-Jul-2016 08:16	1003	Praveen	Service
01-Jul-2016 09:12	1014	BASAVARAJGuru	Service
01-Jul-2016 08:43	1038	Patil	Sales
01-Jul-2016 09:09	1041	Nagraj	Service
01-Jul-2016 09:08	1064	Shivkumar	Service
01-Jul-2016 09:10	1095	Daniel	HR
01-Jul-2016 09:00	1133	Tom	TechSupport
01-Jul-2016 08:55	1135	Harry	TechSupport
01-Jul-2016 09:13	1165	Peter	TechSupport
01-Jul-2016 08:42	1452	Karthik L	HR
01-Jul-2016 09:13	1507	Adam	Account
01-Jul-2016 09:05	1514	Lee	Account
01-Jul-2016 08:57	1527	Swapnil P	Account
01-Jul-2016 09:09	1529	Nanda Kulkarni	Account
01-Jul-2016 08:38	1605	Krishnan	Sales
01-Jul-2016 09:05	1680	Priyanka	TiechSupport
01-Jul-2016 08:59	1688	Shweta	Sales
01-Jul-2016 08:56	1689	Jason	HR
01-Jul-2016 09:04	1692	Peter	HR
01-Jul-2016 09:15	1703	Mishra	TiechSupport
01-Jul-2016 09:10	1704	Preethi	TechSupport
01-Jul-2016 09:10	1706	Rohini	Sales
01-Jul-2016 09:14	1708	Puja	Sales



9.0) Log Report:

i. Device wise

Log Records Report (Device Wise)

Jul 01 2016 To Jul 05 2016

Printed On : Jul 20 2017 13:21

Device Name	T168				
Log Date	Direction	Employee Code	Employee Name	Company	Department
01-Jul-2016 08:43:21		1038	Patil	eSSL	Sales
01-Jul-2016 18:21:23		1038	Patil	eSSL	Sales
04-Jul-2016 08:39:54		1038	Patil	eSSL	Sales
04-Jul-2016 18:21:02		1038	Patil	eSSL	Sales
05-Jul-2016 08:49:30		1038	Patil	eSSL	Sales
05-Jul-2016 18:20:10		1038	Patil	eSSL	Sales
01-Jul-2016 09:10:13		1095	Daniel	eSSL	HR
01-Jul-2016 18:33:52		1095	Daniel	eSSL	HR
02-Jul-2016 09:13:28		1095	Daniel	eSSL	HR
02-Jul-2016 16:01:17		1095	Daniel	eSSL	HR
04-Jul-2016 09:10:34		1095	Daniel	eSSL	HR
04-Jul-2016 18:35:18		1095	Daniel	eSSL	HR
05-Jul-2016 09:13:27		1095	Daniel	eSSL	HR
05-Jul-2016 18:34:41		1095	Daniel	eSSL	HR
01-Jul-2016 09:00:37		1133	Tom	eSSL	TechSupport
01-Jul-2016 18:38:49		1133	Tom	eSSL	TechSupport
02-Jul-2016 09:04:30		1133	Tom	eSSL	TechSupport
02-Jul-2016 16:10:30		1133	Tom	eSSL	TechSupport
04-Jul-2016 09:08:16		1133	Tom	eSSL	TechSupport



eTimetracklite

ii. Date Wise

Log Records Report (Date Wise)

Jul 01 2016 To Jul 05 2016

Company: eSSL

Printed On : Jul 20 2017 13:22

Date:	2016-07-01

Log Date	Employee Code	Employee Name	Direction	DeviceName
08:43:21	1038	Patil		T168
18:21:23	1038	Patil		T168
09:33:54	1241	Prashanth		T168
13:26:07	1241	Prashanth		T168
14:23:52	1241	Prashanth		T168
18:31:58	1241	Prashanth		T168
08:38:35	1605	Krishnan		T168
14:20:37	1605	Krishnan		T168
14:42:45	1605	Krishnan		T168
18:33:37	1605	Krishnan		T168
08:59:03	1688	Shweta		T168
18:27:07	1688	Shweta		T168
09:10:50	1706	Rohini		T168
17:15:44	1706	Rohini		T168
17:19:51	1706	Rohini		T168
18:33:14	1706	Rohini		T168
09:14:07	1708	Puja		T168
18:32:17	1708	Puja		T168



iii. Employee Wise

Log Records Report (Employee Wise)

Jul 01 2016 To Jul 05 2016

Company: eSSL			F
Department	Software		
Employee	1015 : Santhosh		
Log Date	DeviceName	Direction	7
01-Jul-2016 09:14:38	T168		1
01-Jul-2016 13:45:11	T168		1
01-Jul-2016 14:34:29	T168		1
01-Jul-2016 18:40:23	T168		1
02-Jul-2016 09:16:19	T168		1
02-Jul-2016 14:04:37	T168		1
02-Jul-2016 14:29:03	T168		1
02-Jul-2016 15:53:57	T168		1
04-Jul-2016 10:20:23	T168		1
04-Jul-2016 13:03:40	T168		1
04-Jul-2016 14:09:30	T168		1
04-Jul-2016 18:57:10	T168		1
05-Jul-2016 09:16:11	T168		1
05-Jul-2016 11:33:14	T168		1
05-Jul-2016 11:45:07	T168		1
05-Jul-2016 14:11:58	T168		1
05-Jul-2016 14:53:23	T168		1
05-Jul-2016 18:35:57	T168		1

Printed On : Jul 20 2017 13:20



10.0) Daily Log Matrix Report:

Daily Log Report

Jun 01 2016 To Jun 05 2016

Printed On : Jul 20 2017 13:22

Company: eSSL Log Date 01 Jun 2016

Emp Code	Emp Name	Deparment						Log R	ecords				Status
1706	Rohini	Sales											A
1708	Puja	Sales	09:13	18:34									P
1740	Manju	TechSupport	08:50	13:36	14:04	18:54							P
1784	Victor	Sales											A

Log Date 02 Jun 2016

Emp Code	Emp Name	Deparment						Log R	ecords				Status
510	Vijaykumar	Software											
1003	Praveen	Service	08:13	12:53	13:21	18:39							P
1009	Chetan	Service	09:03	18:32									P
1014	BASAVARAJG URU	Service											A
1015	Santhosh	Software	09:22	11:16	11:33	19:08							%P
1037	Rubesh	TechSupport											A
1038	Pati	Sales	08:32	18:20									P
1041	Nagraj	Service	09:09	12:52	13:07	18:38							P
1064	Shivkumar	Service	09:05	12:20									%P
1083	Basavraju Hiremath	Service											A
1095	Daniel	HR	09:08	18:27									P
1123	Amitkumar	Software	09:40	19:06									P
1124	Pradeep	Software											A
1125	Soumya	Software											A
1133	Tom	TechSupport	09:06	18:37									P
1135	Harry	TechSupport	08:45	13:01									P



11.0) Continuous Abnormal Report:

Continous Abnormally Report (Absent)

May 30 2016 To Jun 30 2016 (For 3 Days)

Com	pany: eSSL		Printed On : Jul 20 2017 17:10
Depar	ment:	Account	
Sno.	Employee Code	Employee Name	Number of Times
1	1529	Nanda Kulkarni	1 (07-Jun-2016 ; 08-Jun-2016 ; 09-Jun-2016 ;)
Depar	ment:	HR	
Sno.	Employee Code	Employee Name	Number of Times
1	1698	Abram	5(13-Jun-2016;14-Jun-2016;15-Jun-2016;16-Jun-2016;17-Jun-2016;18-Jun-2016;20-Jun- 2016;21-Jun-2016;22-Jun-2016;23-Jun-2016;24-Jun-2016;25-Jun-2016;27-Jun-2016;28- Jun-2016;29-Jun-2016;)



12.0) Last Day Status Report:

Last Day Status Report

Jun 01 2016 To Jun 02 2016

Company: eSSL

Printed On : Jul 20 2017 17:16

SNo	Upload Date	Device Code	Device Name	Logdate	Emp. Code	Emp. Name	Department	Last Day Status	InOut Status
1		1015	T168	01-06-2016 09:21	1015	Santhosh	Software	01-06-2016	IN
1		1015	T168	01-06-2016 18:41	1015	Santhosh	Software	01-06-2016	OUT
		1015	T168	02-06-2016 09:22	1015	Santhosh	Software	02-06-2016	IN
4		1015	T168	02-06-2016 11:33	1015	Santhosh	Software	02-06-2016	OUT
÷		1123		01-06-2016	1123	Amitkumar	Software	01-06-2016	IN
(1123		01-06-2016	1123	Amitkumar	Software	01-06-2016	OUT
7		1123	T168	02-06-2016 09:40	1123	Amitkumar	Software	02-06-2016	IN
8		1123	SE	02-06-2016 17:00	1123	Amitkumar	Software	02-06-2016	OUT
ç		1124		01-06-2016	1124	Pradeep	Software	01-06-2016	IN
10		1124		01-06-2016	1124	Pradeep	Software	01-06-2016	OUT
11		1124		02-06-2016	1124	Pradeep	Software	02-06-2016	IN
12		1124		02-06-2016	1124	Pradeep	Software	02-06-2016	OUT
13		1125		01-06-2016	1125	Soumya	Software	01-06-2016	IN
14		1125		01-06-2016	1125	Soumya	Software	01-06-2016	OUT
15		1125		02-06-2016	1125	Soumya	Software	02-06-2016	IN
16		1125		02-06-2016	1125	Soumya	Software	02-06-2016	OUT
17		1571	T168	01-06-2016 08:59	1571	Sagrika	Software	01-06-2016	IN
18		1571	T168	01-06-2016 18:32	1571	Sagrika	Software	01-06-2016	OUT
19		1571	T168	02-06-2016 08:50	1571	Sagrika	Software	02-06-2016	IN
20		1571	T168	02-06-2016 18:31	1571	Sagrika	Software	02-06-2016	OUT



13.0) Generate Memo:

a) Absent

Memo

Printed On : Jul 20 2017 17:17

Employee Code:
1014
Attendance Date:
01 Jun 2016

Employee Name:
BASAVARAJGuru
Ref No.

Company:
eSSL

Department:
Service

sub: ABSENTEEISM NUTLE/MEMO.
data BASAVARAJGuru
t has been observed from the Attendance Record that you were Absent from the duty unauthorisedly i.e. without permission on below said attendance date.
Administrator

b) Late

Memo

Printed On : Jul 20 2017 17:19

Attendance Date: 02 Jun 2016

Ref No.

 Employee Code:
 1135

 Employee Name:
 Harry

 Company:
 eSSL

 Department:
 TechSupport

Sub: LATE-COMING/EARLY-GOING NOTICE/MEMO.

Dear Harry ,

It has been observed from the Attendance Record that you were Coming Late or Going Early from the duty unauthorisedly i.e. without permission on below said attendance date. Please give an explanation to the Authorised person immediately.

Administrator



C) Half Day

Memo

Printed On : Jul 20 2017 17:22

Employee Code: 1064 Employee Name: Shivkumar Company: eSSL Department: Service

Sub: HALF DAY FOR LATE-COMING/EARLY-GOING NOTICE/MEMO.

Attendance Date: 07 Jun 2016 Ref No.

Dear Shivkumar ,

It has been observed from the Attendance Record that you were late coming/early going unauthorisedly i.e. without permission on below said attendance date. Hence, we have marked you as Half day.

Administrator

d) Missed Out Punch

Memo

Printed On : Jul 20 2017 17:21

Attendance Date: 14 Jun 2016 Ref No.

Employee Code: 1038 Employee Name: Patil Company: eSSL Department: Sales

Sub: MISSED OUT PUNCH NOTICE/MEMO.

Dear Patil,

It has been observed from the Attendance Record that you are not punching properly which is resulting into Missed Out Punch records in our attendance reports. Kindly explain the reason and co-operate with us to know exact out punch.

Administrator





14.0) Special Report:

a) Department Vs Employee Matrix

Department Employement Type Matrix

Company: eSSL Jun 01 2016 To Jun 30 2016

Department/Emp Type	Permanent	Total
Service	89	89
Software	63	63
Sales	139	139
HR	112	112
TechSupport	150	150
Account	147	147
Total	700	700

Generated By:essl Printed on: Jul 20 2017 17:23

b) Company Vs Employee Matrix

Company Employement Type Matrix

Jun 01 2016 To Jun 30 2016

Company\EmployementType	Permanent	Total
eSSL	700	700
Total	700	700

Generated By:essl Printed on: Jul 20 2017 17:26



c) Employee Graph



Employee: Manoj Joshi : 1533





d) Department Graph

Department Graph

Jun 01 2016 To Jun 30 2016

Company: eSSL

Printed On : Jul 20 2017 17:29





e) Company Graph

Company Graph

Jun 01 2016 To Jun 30 2016

Printed On : Jul 20 2017 17:30





15.0) Customized Reports: 15.a) Muster Roll Report

NAME OF]	N	U	ST	Έ	RI	RO	LL	C	U	N	NA	١G	E٤	R	E	GI	ST	Έ	R										
NAME OF	EMPLOYER :	_																					R	EGI	(STE	See R O	Rule F El	(27)1 MPL] .0YI	MEN	Π															
REGISTR	ATION NO :													_						v	l Vher	IN A re Op	SHO	IP O Ig ar	R CC nd Cl)MM losir	ERC Ig H	IAL ours	EST. are	ABL Ord	ISHI nari	MEN ly ur	IT nifor	m					For	ſhe ſ	Mont	th Er	nding	j June	To 2016	
Empoyee	Employee	Sei	c Ag	e Workir	ng Hrs		Leave	Date o	(Lunch)	Time	Desination/	01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	2	5	26	27	28	29	30	Τ	Tot	il Rate/N	ion Ea Sa
Code	Name			From	То	Bal.	Enjoyed	Entry	From	То	Nature of Work																																	Da	/ /da	1
1	2	3	4	5	6	7	8	9	10	- 11	12																13																	- 14	15	16
1507	Adam	М		09:00	17:00		30				Executive	PL	PLP	PLP	PLP	PL	PLP	PLP	PLP	PLP	PLF	PLF	PL	PLF	PLP	PLP	PLP	PLP	PLP	PL	PLP	PLF	PL	PL	PPL	PP	۲LP	PL	PLP	PLP	PL	PU	Р	24		
1514	Lee	м		09:00	17:00		0				Executive	Ρ	Ρ	Ρ	Ρ	wo	Ρ	Ρ	Ρ	Ρ	Ρ	Ρ	wo	Ρ	Ρ	Ρ	Ρ	Ρ	Ρ	WO	Ρ	Ρ	Ρ	P	F	2	Ρ	wo	Ρ	Ρ	P	Ρ		30		
1527	Swapnii P	М		09:00	17:00		0				Executive	Ρ	Ρ	Ρ	Ρ	WO	P	Ρ	Ρ	Ρ	Ρ	Ρ	WO	Ρ	Ρ	Ρ	Ρ	Ρ	Ρ	WO	Ρ	P	P	P	F		Ρ	wo	Ρ	P	P	P		30		
1529	Nanda Kulkarni	М		09:00	17:00		0				Executive	Ρ	Ρ	Ρ	Ρ	WO	Ρ	Α	Α	Α	Α	Α	WO	Ρ	Ρ	A	A	Ρ	Ρ	WO	Ρ	Ρ	Ρ	P	F	2	Ρ	wo	Ρ	Ρ	Ρ	Ρ		23		
1533	Manoj Joshi	М		09:00	17:00		0				Executive	Ρ	P	P	Ρ	WO	P	Ρ	Ρ	Ρ	Ρ	Ρ	WO	Ρ	Ρ	Ρ	Ρ	Ρ	Ρ	WC	Ρ	Ρ	P	P	F	2	Ρ	wo	Ρ	Ρ	Ρ	P		30		
1580	Sachi	F		09:00	17:00		0				Executive	Ρ	Ρ	Ρ	Ρ	WO	Ρ	Р	Ρ	Ρ	Ρ	Ρ	WO	Ρ	Ρ	Ρ	Ρ	Ρ	Ρ	WC	Ρ	Ρ	Ρ	Ρ	F	2	Ρ	WO	Ρ	Ρ	Р	Ρ		- 30		

15. b) Form J

	NAME OF ESTABLISHME NAME OF EMPLOYER REGISTRATION NO	ISTABLISHMENT:																	IN A S	REG	FO ISTER		M T ule (20)1 EMPL ERCIAL	J" I OYM	IENT ABLISI	IMENT	r					For	The M	onth En	ding June To	2016					
_																			_		Whe	re Ope	ning	and Cl	osin	g Hours	are a	Ordina	rlly un	lform											
																Hours Wonted Cn Total Hours Deps on Which Extent of each																									
Sr No.	Name of Employee	Sex	A\$0	Time	Closing Time	Post interval	Ned	Thu	Fa.	Sat	Sun	Mon	Tue	Wed	Thu	Fi	۵ ۴	Hours Worked On Learning Stress Stres															Extent of each overtime Worked during the Week Ending	Extent of each overtime Worked Prevolusly during the Year							
1	Pati	м		09:00	17:00		9:51	9:48	9:42	00:00	00:00	9:43	9:49	9:16	9:38	9:32	00:00	00:00	9:31	8:12	9:50	9:21	00:00	00:00	00:0	00:00	10:2	2 9:42	9:30	9:45	00:00	00:00	9:40	9:34	00:00	9:40		00:00			
2	Prashanth	м		09:00	17:00		9:34	9:17	9:14	7:14	00:00	00:00	9:20	9:20	9:22	9:25	6:46	00:00	9:26	9:25	9:27	9:20	9:26	6:51	00:0	9:23	9:24	9:27	9:25	9:20	6:49	00:00	20:02	19:43	19:46	19:46	5	00:00			
3	Amol	м		09:00	17:00		9:44	9:22	7:40	8:42	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:0	00:00	00:0	0 00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00		00:00			
4	Krishnan	м		09:00	17:00		00:00	00:00	9:27	6:55	00:00	9:24	00:00	9:31	9:25	9:27	6:57	00:00	00:00	9:25	9:18	9:21	9:34	6:57	00:0	9:26	9:35	5 9:19	9:33	8:25	6:40	00:00	9:32	9:34	9;44	9:24		00:00			
5	Shweta	м		09:00	17:00		9:32	9:16	9:30	7:02	00:00	9:59	9:14	9:22	9:32	9:44	7:07	00:00	9:29	00:00	9:27	9:25	9:17	6:44	00:0	9:38	9:3	7 9:33	00:00	9:25	7:05	00:00	9:28	4:39	00:00	00:00	3	00:00			
6	Rohini	м		09:00	17:00		00:00	00:00	9:22	7:40	00:00	9:24	9:28	9:11	00:00	00:00	6:59	00:00	9:24	9:25	9:20	9:21	9:11	6:59	00:0	9:18	9:19	9 5:11	9:15	9:23	6:56	00:00	9:24	9:38	9:09	9:22		00:00			
7	Puja	м		09:00	17:00		9:21	9:18	9:12	7:20	00:00	9:17	9:11	9:18	6:52	9:15	6:41	00:00	00:00	9:27	9:11	9:09	9:14	7:04	00:0	9:16	9:13	3 9:11	9:14	9:16	6:21	00:00	9:12	9:21	9:11	6:03		00:00			
в	Victor	м					00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:0	00:00	00:0	0 00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	3	00:00			

Printed On : Jul 21 2017 12:29



15.C) Detail Form J

Γ	NAME OF ESTABLISHMEN	m:																	1				F	OR	M	"J	•														
	NAME OF EMPLOYER																							[See	Rule ()	0)1]															
	REGISTRATION NO																					R	GIST	TER C	FEN	PLOY	MEN	IT													
L																-					IN /bere	A SHO		COM	MERC			LISHM		m					For The	Mont	n Endin	g June To 20	016		
_	1	_		_																							0.010		Ginne										1	-	
	-					_			_		-					_	-			-	Hour	s work	aon	-		-	-	-	-	-	-	-		-	-	-			0		5 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4
No.	Employee	Sex	Ą	Comencning Time	Closing Time	Rest Interval	1W	2 Th	3 F	4 St	5	6 M	71	8 14	° Th	10 F	11 50	12 S	13 M	1	15 W	16 Th	175	18 St	19.5	20 M	217	22 W	23 15	24 F	25 St	26 5	27 M	28 T	29 W	30 Th		Worked During Week Ending	OverTime Work is OverTime Work is Done & Extent of each overtime on each occation during the Week Ending	Worked during the Week Ending	Worked Prevolusly during the Year
1	Name:Santhosh	м	٥	9:00	17:00		9:20	2:11	9:24	6:37	00:00	8:34	9:16	7:36	9:20	9:20	6:48	00:00	6:57	9:14	5:26	3:47	9:26	6:52	00:00	00:00	9:31	9:04	9:14	8:38	6:47	00:00	21:11	21:45	19:37	20:39		00:00			
	Code:1015			InTime		٥	19:21	09:22	09:20	09:23		10:19	09:22	19:24	09:26	09:24	09:29		11:46	09:24	09:21	09:19	09:25	09:19			09:19	09:22	09:19	10:05	09:19		12:02	13:18	13:48	12:35					
	Designation:Developer		(OutTim	e	1	8:41	11:33	18:44	16:00		18:53	18:38		18:46	18:44	16:17		18:43	18:38	14:47	13:06	18:51	16:11			18:50	18:26	18:33	18:43	16:06		09:13	11:03	9:25	09:14					
	DOJ:01-Jan-1900			Status		F		16P	•	P	wo	P	P	P	P	P	P	wo	P	•	P	%P	P	P	wo	٨	P	P	P	P	P	wo	P	P	•	P					
2	Name:Amitkumar	м	0	9:00	17:00		00:00	7:20	7:03	00:00	00:00	6:37	8:42	00:31	00:27	6:56	00:00	00.00	6:30	00:00	7:29	6:58	8:33	00:00	00:00	6:59	7:21	6:26	8:27	7:02	00:00	00:00	7:03	00:00	00:00	00:00		00:00			<u> </u>
	Code:1123	\vdash		InTime		-		09:40	9:57			10:23	10:11	10:02	10:15	10:04			10:30		09:31	10:02	10:16			10:01	09:39	10:34	10:16	09:58			09:57								
	Designation:Snr.Busine	\vdash		DutTim	e	-							18:53	10:33	10:42					-			18:49		-		-	-	18:43		-				-						
	ss Analyst DOJ:01-Jac-1900	-		Status		-			-		NO	•	Þ			•		NO	P		P	P	Þ		wo	P	P	P	P	Þ		wo	P								
2	Name Bradeen					-		00.00	00:00	00.00	00.00	00:00	00:00		00:00	00:00	00:00	00.00	00:00	00:00	00.00	00.00	00.00	00:00	00.00	00:00	00:00	00:00	00.00	00:00	00.00	00:00	00.00	00.00		00.00	-	00:00			
٢	Code:1134	F				-											00.00							00.00						00.00							<u> </u>				
	Decimation Developer	⊢				_														-								-			<u> </u>				<u> </u>						
	Designation.Developer			Julium		_	_																								_						<u> </u>				
	DCUIDT-UMH1900			Status			<u>`</u>	<u> </u>	<u> </u>	<u> </u>	wo	<u> </u>	^	<u>`</u>	<u>^</u>	<u> </u>	<u>^</u>	wo	<u> </u>	<u>^</u>	<u>^</u>	<u>^</u>	<u>^</u>	<u>^</u>	wo	<u>^</u>	<u>^</u>	<u>^</u>	<u>^</u>	<u>^</u>	<u> </u>	wo	<u>^</u>	<u>^</u>	<u> </u>	<u>^</u>					L
۴.	Name:Soumya	M				_	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00.00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00		00:00			
	Code:1125			InTime																																					
	Designation:Snr Developer			OutTim	e																																				
	DOJ:01-Jan-1900			Status			`	•	·	•	wo	•	^	•	٨	•	^	wo	•	*	^	^	•	^	wo	۸.	•	^	^	٨	•	wo	^	•	•	^					
5	Name:Sagrika	м	0	9:00	17:00		9:33	9:41	00:00	7:01	00:00	9:32	9:22	9:39	9:27	9:25	6:36	00.00	9:41	9:46	9:42	9:20	00:00	7:23	00:00	9:27	9:30	9:54	9:08	9:33	7:04	00:00	6:54	00:00	9:38	7:43		00:00			
	Code:1571			InTime		0	8:59	08:50		09:00		08:58	09:08	08:53	09:03	09:05	09:22		08:49	08:47	09:16	09:12		08:45		09:07	09:02	08:40	09:24	08:59	08:56		09:10		08:52	10:50					
	Designation:Developer			OutTim	e	1	8:32	18:31		16:01		18:30	18:30	18:32	18:30	18:30	15:58		18:30	18:33	18:58	18:32		16:08		18:34	18:32	18:34	18:32	18:32	16:00		16:04		18:30	18:33					
	DOJ:01-Jan-1900			Status		-		Ρ.	<u>م</u>	P	NO	P	P	P	P	P	P	wo	P	P	P	P	۸.	P	wo	P	P	P	P	P	P	wo	P	٩	P	P					

16.0) Employee Detail Report

Employee Details Report (Working)

Jul 21 2017 To Jul 21 2017

Company: eSSL

Department Software

Employee: 1123: Am Email: amit.kumar@ Contact No: 948352; DOJ: 20-Jan-2011 DOC: 20-Jan-2011 DOR: Employement Type: Location: Bangalore	iitkumar (Male) esslindia.com 2226 Permanent		
Company	eSSL	Department	Software
Category	Default	Designation	Snr.Business Analyst
Place of Birth		DOB	01-May-1982
FatherName	Shivakumar	MotherName	Anuradha
Residential Address			
Permanent Address			
Nomenee1		Nomenee2	
	-		



17.0) Export Logs:

17.1) Attendance Logs

This function helps the user to choose required fields to export the attendance logs, Click on save format & generate

From Date	21 Jul 20' 👻	Т	o Date	21 Jul 201	7
Availalbe Fiel	d	Ехр	ort to Exc	el	
Company Category Employement In Device Na Out Device Na Status Status Code Late By Early by Overtime Is On Leave Leave Type OutDoor Dura Punch Recort Shift Name	type me lame or Entries stion Is	Em Des De	ployee Co signation partment ime t Time ation	me	

17.2) Device Logs

This function helps the user to choose required fields to export the device logs, Click on save format & generate





17.3) Device Logs Third Party Format

- > This function helps the user to choose required fields to export the device logs in the third party format
- > File can be generated date wise, Month wise etc & file extension can be "Text file, Csv file, Dat file"
- > Fields can be separated by "Tab, Space, Coma, None"
- > User can set the value for direction of the In Punches & Out Punches
- > Click on save format & can save file as per set directory folder

From Date	21 Jul 2017	□ ▼ T	o Date	21 Jul 20	17 👻
File Path	1				
File Format	dd-MM-yyyy		File Ex	tn dat	
LogDate Format	dd-MM-yyyy H	IH:mm 👻	Separ	ator Space	•
In Symbol	I 0	out Symbol	0		
No. of Digits in E Custom Fixed/Re Custom Fixed/Re	mployee Code eserved Field 1	9 R1 B2		V Prefix Z	'ero
Availalbe Field		112	Export t	o Excel	
		> >> <	Device Employ Direction Time In Time Reserv Reserv	Name ee Code m Minutes ed Field1 ed Field2	



17.4) Export Device logs in custom format

- > This function helps the user to choose required fields to export the device logs in the custom format
- > File can be generated date wise, Month wise etc & Prefix file can be defined
- File extension can be "Text file, Csv file, Dat file"
- ▶ Fields can be separated by "Tab, Space, Coma, None"
- User can select fields name from the drop down list
- > User can set the value for direction of the In Punches & Out Punches
- ▶ User can save file as per set directory folder

rom Date 01 Jul 3	2017 🗐 🔻 To Date 21 Jul	2017 ¥ File	e Path C:\Users\Amitkumar\E)esktop\Devicelog:	s_Test
File Name Format	dd-MM-yyyy 🔻 💟 Prefi	Text LMT	File Extension dat	Field Seperator	Tab 🔻
Data Field No. 1	Employee code 🔹	No of Char	9 🗸]	
Data Field No. 2	Punch DateTime 🔹	Format	dd-MMM-yyyy HH:mm:ss 🗸	Ì	
Data Field No. 3	Device Id 🔹	No of Char	9 🗸]	
Data Field No. 4	Direction -	In Dir Symbol	0	Out Dir Symbol	1
Data Field No. 5	None	Format]	
Data Field No. 6	None Device Id Device Name	Format			
Data Field No. 7	Employee code Employee Device Code	Format			
Data Field No. 8	Punch DateTime Direction	Format]	
Data Field No. 9	Reserved Field	Format			

17.5)SAP Format

- > This function helps the user to generate Standard SAP P10/P20 device logs of the employee
- File can be generated date wise, Month wise etc
- File extension can be "Text file, Csv file, Dat file"
- ➢ User can save file in set directory folder

SAP P10/P20 Ex	port		×
SAP P10/P2	0 Export		
From Date File Format	21 Jul 2017 , dd-MM-yyyy ▼	To Date File Extn	21 Jul 2017 ✔ dat
Backup Path			
	0%	Ехро	Olose



18.0) Extra Reports:

18.1)Custom Monthly Status Report

Custom Monthly Status Report

Jun 01 2016 To Jun 30 2016

Company: eSSL

Printed On : Jul 21 2017 13:02

Department: Service	ND	WO	HD	CL	PL	ML	WD	Late Coming Days	Early Going Days
Employee Code: 1003 EmployeeName: Praveen	30	4	0	0	0	0	26		07 Tue 14:23 15 Wed 16:23

18.2) Monthly Late Arrival/Early Departure Report

Monthly Late Arrival/Early Departure Report

Jun 01 2016 To Jun 30 2016

Company: eSSL

Printed On : Jul 21 2017 13:04

Department: Account

Emp. Code	Emp Name	Late Days	Late Beyond 15 mins	Early Departure > 15 mins
1507	Adam	0	0	0
1514	Lee	8	2	4
1527	Swapnil P	7	4	3
1529	Nanda Kulkarni	9	4	3
1533	Manoj Joshi	24	3	3
1580	Sachi	26	25	7

18.3)Monthly OT Hours Report

Monthly Status Report (Hour Wise Summary)

Jun 01 2016 To Jun 30 2016

Company: eSSL

Printed On : Jul 21 2017 13:05

Department: Account

Employee	1 W	2 Th	3 F	4 St	68	8 M	71	8 W	9 Th	10 F	11 St	12 8	13 M	14 T	16 W	18 Th	17 F	18 St	19 8	20 M	21 T	22 W	23 Th	24 F	26 St	26 8	27 M	28 T	29 W	30 Th	Total WH	Total OT	Total
Adam: 1507		1:26	1:22			1:03	1:14	1:16	1:16	1:13			1:12	1:15	1:11	1:12	1:34			2:44	8:13	7:40	7:44	8:16	1:59		00:06	1:26		1:19	213:59	54:41	268:40
Lee:1514	1:29	1:23	1:24			1:31	1:21	1:24	1:19	1:40			1:16	1:38	1:49	1:31	1:30			1:26	1:29	1:34	1:29	1:31			1:11	1:21	1:23	1:30	204:06	32:09	236:15
Swapnil P:1527	1:53	1:22	1:20			1:17	1:20	1:19	1:18	1:22			1:15	1:28	1:11	1:28	00:02			1:21	1:31	1:17	1:12	1:15			1:20	1:07		00:03	204:20	25:41	230:01
Nanda Kulkami:1529	1:46		1:02			2:03							1:48	1:14						1:28	1:24	1:26	1:43	1:32			1:07	00:56	1:17	1:34	145:33	20:20	165:53
Manoj Joshi:1533	00:29	1:22	1:15	00:13			1:21	1:22	1:17	1:19			1:19	1:18	1:18	1:19	1:19			1:20	1:18	1:19	1:15	1:20			1:31	1:29	1:36	1:27	203:54	27:48	231:40
Sachi:1580		00:10	00:11			00:28	1:17	1:15	1:09	00:39	1:15		1:04				1:09			1:12	1:40						1:11		1:10	1:25	186:12	15:13	201:25



18.4)Monthly Designation Report

																														Prir	nted C	n : Ju	21 2	017 13:06
													Co	mpa	ny N	lame	e:eS	SL																
SL. No.	Designation	Total Employees	1W	2 Th	3 F	4 St	68	6 M	71	8 W	9 Th	10 F	11 St	12 8	13 M	14 T	16 W	18 Th	17 F	18 St	19 8	20 M	21 T	22 W	23 Th	24 F	26 St	28 8	27 M	28 T	29 W	30 Th		Jun.2016
1	Snr.Business Analyst	2	0	1	1	0	0	1	1	0	0	1	0	0	1	0	1	1	1	0	0	1	1	1	1	1	0	0	1	0	0	0		15
2	Manager	2	2	2	2	1	0	2	2	1	2	2	0	0	2	2	2	2	2	1	0	2	2	2	2	2	1	0	2	2	2	2		46
3	Executive	22	17	17	19	18	0	17	16	16	15	15	15	0	15	16	15	15	17	17	0	16	17	17	15	17	17	0	16	16	16	16		423
4	Developer	3	2	1	1	2	0	2	2	2	2	2	2	0	2	2	2	1	1	2	0	1	2	2	2	2	2	0	2	1	2	2		46
5	Lead	5	4	4	3	2	0	3	3	3	4	3	3	0	3	3	4	4	3	3	0	4	4	3	3	2	2	0	2	2	2	3		79
6	RSM	1	1	1	1	0	0	1	1	1	1	1	0	0	1	1	1	1	0	0	0	0	1	1	1	1	0	0	1	1	0	1		19
7	Eletrican	2	1	1	2	2	0	2	1	2	2	2	2	0	2	1	2	1	1	1	0	1	2	2	2	2	2	0	1	1	1	1		40
8	Snr Servcie Eng	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		0
9	Snr Developer	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		0
	Total:	39	27	27	29	25	0	28	26	25	26	26	22	0	26	25	27	25	25	24	0	25	29	28	26	27	24	0	25	23	23	25	0	668

Jun 01 2016 To Jun 30 2016



18.5) Daily Snapshot Report

User can we employee punch reords within start time and end time like status Punched ,Not punched or direction wise IN/OUT

Daily Snapshot Report		×
Daily Snapshot Report		
Select Date 14 Mar 202	3 🔍 🗸 Status	All ~
Start Time 10:00	End Time 11:37 HH:MM 24 h	r Punched Not Punched
Filter Employee		Direction-In Direction-Out
Employee Code	Exact	
Employee Name		
Employee Category	All \sim	
Employee Designation	All 🗸	
Employee Location	All 🗸	
Employee Type	All	
Filter Company Filter Company Select All Deselect All Show Company Logo	Filter Department Filter Department State State Stat	
		Generate Close





Continue ...

Punched

Daily Snapshot Report

	of 2 🕨 🔰 🛛	🗢 💿 🛃 🎒 🗐 🛺 属 - 100%	-	Find Next
×		Daily Snapshot Report (P	unched)	
		2023-03-14 09:00 To 2023-03-	14 13:08	
Company:	eSSL			Printed On : Mar 15 2023 13:11
Department Date:	Accounts 2023-03-14			
Employee Code	Employee Name	Punch Records	Status	
1240	Suresh V	09:37:06;	Punched	
1241	Prashanth R	09:37:06;	Punched	
1398	Shankarappa	09:37:06;	Punched	
1452	Karthik	09:37:06;	Punched	

Not Punched

Daily Snapshot Report					_
1	of 3 🕨 🎽 🐗	🛛 🛃 🗐 🖬 🛃 -	100%	-	Find Next
×		Daily Snapshot Repo	ort (Not Pur	nched)	
		2023-03-14 09:00 To	2023-03-14 1	3:08	

Company: eSSL

Printed On : Mar 15 2023 13:09

Department	Accounts	
Date:	2023-03-14	
Employee Code	Employee Name	Punch Re

Employee Code	Employee Name	Punch Records	Status
1014	Basavaraju H S		NotPunched
1015	Santhosh Kumar		NotPunched
1210	Sunil Kumar HM		NotPunched



18.6) Daily Exception Report

Mar 10 2023 To Mar 10 2023 Company: Default Printed On : Mar 14 2023 18:00 GRADE TOT. WORK DURATION EMP NO EMPLOYEE NAME OUT MISSED PUNCH IN OUT SHORT ОТ IN Attendance Date:2023-03-10 **Default** Total:1 1123 1123 10:45 17:00 6:15 00:00 XXXXX XXXXX Total Labour 1 Department Total: 1 Total: 1

DAILY EXCEPTION REPORT

Generated By:essl



18.7) Custom OT Report

User can define custom OT header like normal work duration, holiday and weekly off. Respective OT value can be defined so that OT is multipled by that value

Custom OT Report				×
Custom OT Report		Group By	Department Wise	~
Parameter Settings				
Multiply Normal OT by	1.5 no of time.	Multiply Weekly Off O	T by 2 no of	ftime.
Multiply Holiday OT by	3 no of time.			
WorkDuration Transaction Code	WDT	Holiday OT Transactio	n Code HOT	
Normal OT Transaction Code	ROT	Weekly Off OT Transa	action Code WOT	
From Date 01 Feb 2023 \lor	To Date 28 Feb 2023	~		
Filter Employee		Filter Company	Filter Den:	artment
Employee Code 101	🗹 Exact	Default	Default	annone
Employee Name		essi	fx SWF	
Employee Category All	~			
Employee Designation All	~			
Employee Location All	~			
Employee Type All	~			
Show Company Logo		Select All	Deselect All 💿 Select A	II 🔵 Deselect All
Recalculate Attendance			Save Settings and General	te Close

Custom OT Report

Feb 01 2023 To Feb 28 2023

Company: Default

Printed On : Mar 14 2023 18:33

Department	Default				
Employee Name	Employee Code	Normal Worked Hours For the Selected Duration WDT	Overtime Hrs (Normal OT)- All Working days after Hrs ROT	Overtime Hrs (HP)- Public Holidays HOT	Overtime Hrs (WOP)- WeeklyOff WOT
Shiva	101	23:00	2:18	24:00	16:00

Generated By:Admin



18.8) Daily Sheet Designation wise

Daily Sheet Designation

Mar 14 2023 To Mar 14 2023

Company: eSSL Printed On : Mar 15 2023 15:01

Atten	dance	Date:

Designation Name	Total Employees	Total Present
Leads	17	8
Packing	6	4
Executive	7	4
Service Engineer	33	17
Business Analyst	5	4
Sales	42	26
Developer	12	9

14-Mar-2023

Leads Packing Executiv Service Busines Sales Develop TechSupport 26 10 Quality Control 25 15 Marketing 17 11 Manager 12 7 Operations 19 10 Total: 221 125

Generated By:essl



19.0) Work Code Reports: 19.1) Daily Report

WorkCode Wise Daily Report

Jun 01 2017 To Jul 21 2017

Compa	any: Default				Printed On	: Jul 21 2017 14:4
Departm	nent	Default				
Date :	22-Jun-2017	WorkCode	: 0	WorkCode Name :	1	
SNo	EmployeeCode	Employee Name	FirstPunch	LastPunch	Duration	
1	1531	Gokul	22-Jun-2017 13:24:30	22-Jun-2017 13:24:44	00:00	
2	2 1531	Gokul	22-Jun-2017 13:24:30	22-Jun-2017 13:24:44	00:00	
Date :	22-Jun-2017	WorkCode	: 1	WorkCode Name :	tiffen	
SNo	EmployeeCode	Employee Name	FirstPunch	LastPunch	Duration	
1	1531	Gokul	22-Jun-2017 13:25:17			
Date :	22-Jun-2017	WorkCode	: 2	WorkCode Name :	lunch	
SNo	EmployeeCode	Employee Name	FirstPunch	LastPunch	Duration	
1	1531	Gokul	22-Jun-2017 13:25:29	22-Jun-2017 13:26:58	00:01	
Date :	29-Jun-2017	WorkCode	: 0	WorkCode Name :	1	
SNo	EmployeeCode	Employee Name	FirstPunch	LastPunch	Duration	

29-Jun-2017 12:31:03

29-Jun-2017 12:31:03

19.2) Daily Work code Summary Report

Soumya

Soumya

WorkCode Wise Summary Report

Jul 01 2017 To Jul 21 2017

Company: eSSL

1 1255

2 1255

Printed On : Jul 21 2017 14:42

WorkCode :	0 WorkCode Name : 1			
SNo	EmployeeCode	Employee Name	Department	Total Duration
1	1123	Amitkumar	Software	26:51

WorkCode: 1

WorkCode Name : tiffen

SNo	EmployeeCode	Employee Name	Department	Total Duration
1	1123	Amitkumar	Software	00:00

WorkCode :	2	WorkCode Name : lunch		
SNo	EmployeeCode	Employee Name	Department	Total Duration
1	1123	Amitkumar	Software	00:00

WorkCode: 3 WorkCode Name : dinner

SNo	EmployeeCode	Employee Name	Department	Total Duration
1	1123	Amitkumar	Software	00:00



eTimetracklite

Printed On : Jul 06 2017 11:25

20.0) Canteen Reports

20.1) Daily Report

					D Jul	aily Cante 01 2017 To	een Repo	ort 17		
Company:	Default									Printed On : Jul 06 2017 11:25
Date :	03-Jul-2017									
Company Tota	l (Date Wise)	Tea/Coffe	Dinner	Emp Cont	Empr Cont					
		4	1	8	14	1				
Department :	Default					-				
Employee		Tea/Coffe	Dinner	Emp Cont	Empr Cont	1				
100	Vijay	2		1.5	4	1				
1450	Kumar	2	1	6.5	10					
Total		4	1	8	14					
Date :	04-Jul-2017	b		b .						
Company Tota	l (Date Wise)	Tea/Coffe	Lunch	Dinner	Emp Cont	Empr Cont				
		1	1	2	15	19.75				
Department :	Default						_			
Employee		Tea/Coffe	Lunch	Dinner	Emp Cont	Empr Cont]			
100	Vijay	1		1	5.75	8	1			

20.2) Daily summary Report

Kumar

Daily Summary Canteen Report Jul 01 2017 To Jul 06 2017

11.75

19.75

9.25

15

Company: Default

1450 Total

Company Total (Date Wise)	Tea/Coffe	Lunch	Dinner	Emp Cont	Empr Cont
	7	1	3	24.5	37.75

Department : Default

Employee		Tea/Coffe	Lunch	Dinner	Emp Cont	Empr Cont
100	Vijay	5		1	8.75	16
1450	Kumar	2	1	2	15.75	21.75
Total		7	1	3	24.5	37.75



20.4) Canteen Work code wise Report

Work Code Report(Daily)

Jul 04 2017 To Jul 05 2017

Printed On : Jul 06 2017 11:29

2017-07-04											
Employee Code:Name	Теа	Lunch	Dinner								
1123:Amitkumar	1	1	2								
1450:Kumar	0	0	0								
1531:Pradeep	1	1	2								
Total:	2	2	4								

2017-07-05

Employee Code:Name	Tea	Lunch	Dinner						
1123:Amitkumar	1	0	0						
1450:Kumar	0	0	0						
1531:Pradeep	0	0	1						
Total:	1	0	1						

20.5) Canteen Work code Consolidated Report

Work Code Report(Consolidated)

Jul 01 2017 To Jul 06 2017

Printed On : Jul 06 2017 11:30

Employee Code:Name	Tea	Lunch	Dinner						
1123:Amitkumar	2	1	4						
1450:Kumar	0	0	0						
1531:Pradeep	1	1	3						
Total:	3	2	7						



21) Audit Report

User operation logs type related to the application like add, update and delete can be viewed.

Audit Logs				
Filter	Log Date Time	User Name	Operation Type	Description
Month	15 Mar 2023 13:00:16	essl	Update LeaveType CL	Success.
3 ~	15 Mar 2023 13:00:00	essl	Update Device MUA1495	Success.
Year	15 Mar 2023 12:59:46	essi	Update Department Service	Success.
2023	15 Mar 2023 12:59:43	essl	Update Department Marketing	Success.
From Date	15 Mar 2023 12:59:38	essl	Update Department Default	Success.
01 Mar 202: 🗸	15 Mar 2023 12:08:19	essl	User Log In	Success.
To Date				
51 Mai 202. V				
Filter Reset				