



## RisTime Accurate time and attendance tracking

**RisTime** is part the **Risnova** software suite including two flexible and powerful solutions for managing the worktime and skills of your company at its best. **RisPlan** provides advanced shiftplanning and scheduling for your resources, while **RisTime** tracks their attendance. Together they offer an unsurpassed tool for planning your employees' activities and working time, making sure the outcome is consistent with the planning. Yet both programs are also available separately and work independently guaranteeing a top level performance anyhow.

### Time and resources at-a-glance

No matter if you want to keep track of your employees' working hours or find the best way to cover all shifts with the right profiles, **RisTime** will help you choose the best option, respecting the bonds imposed by work contracts and the company's economic targets. The advantages provided by **RisTime** include: time and money saving, accessing real time, reliable information as to the premises and activities of your workforce, awarding holidays on the basis of historical criteria rather than habits, more general efficiency and transparency and finally happier employees. **RisTime** will enable you to keep detailed score of overtime (approving or rejecting it), manage and control the extent to which the company resorts to workers paid by the hour, calculate the worktime for resources shared amongst different teams or allocated in different buildings. **RisTime** will also collect and provide precise, reliable data for easy export to Payroll or HR systems.

### User-friendly graphic interface

**RisTime** helps you set up and manage an infinite number of shifts/timetables, following different calendars and time zones, also within the same company. It even provides a score-keeping tool enabling you to award days off or vacations in a transparent and meritocratic way. The program boasts fresh and user-friendly graphics, attractive to people who are familiar with Excel or even just with spreadsheet printouts, to help them learn faster how to use it. Once the rich array of parameters has been set up to meet your company's needs, you will be able to correct mistakes or failure to attend records, keeping tabs on their amendment, with just a few clicks. Every resource unavailability (day off, illness leave, training day) is a graphic object you can drag, cut, copy or paste across the planner. A standard **RisTime** setup requires a Pc or server, complemented by one or more punch-in/out devices, RFID cards or tokens or a biometric (Fingerprint) identifier.

### Accessibilità e mobilità

Grant your workforce a higher level of mobility: choose to pair **RisTime** with the module **RisTimeweb**. Want to avoid the use of punch-in/out devices? Let your resources log in on their own PC through an Internet or Intranet connection or directly via their mobile devices (Smartphone, Tablet etc.). **RisTimeweb** offers further features too, and different access profiles. To employees, it grants access to data on their work time/holiday balance, the possibility to file requests for leave/absence due to illness or even file refund requests to direct supervisors. To higher hierarchical levels, access to the workforce time tracking details and premises, as well as reception and approval/denial processing of all the abovementioned requests, including those on overtime. Once approved, every change is integrated and displayed in the main time tracking and attendance planner. Say goodbye to transcription mistakes as you try and keep track of requests and make a note of all the exceptions. **RisTimeweb** provides a constantly updated dashboard where you have your unit's or your whole company's workforce attendance at your fingertips, no matter where you or they are.



Highly customizable punch-in/out planner



## RisTime – Main Features:

- Suits every company size thanks to a wide range of parameters
- User-friendly graphics, recalling Microsoft products (Excel, Outlook)
- Advanced multiple access profiles setup: safety and protections of data
- Multi-lingual
- Mobility and easy information sharing with **RisTime<sup>web</sup>**

Report certifying employee's yearly working hours to labour market authorities

## Monthly punch in/punch out employee report

Nome dipendente:	Periodo:									
	01.08.2015 - 31.08.2015									
Giorno	E1	U1	E2	U2	E3	U3	E4	U4	Val	Osservazioni
01 lug	7:27	12:42							4:35	-3:25
02 lug	7:28	12:46							4:38	-3:22
03 lug	6:52	13:56	18:03	30:07					17:00	9:00
04 mar	6:57	12:43	13:05	18:04					9:15	1:15
05 mar									8:00	
06 gen	8:25	12:43	13:54	18:11					7:54	-4:06
07 mar	7:28	12:45	13:56	18:06					8:49	-0:49
08 lug	7:28	12:43	13:57	18:04					8:42	-0:42
09 lug	7:28	12:45							4:34	-3:26
10 lug	7:28	12:46	13:54	18:01					8:39	-0:39
11 mar	7:28	12:43	13:56	18:04					8:43	-0:43
12 mar	6:57	12:42	13:05	18:02					9:12	1:12
13 gen	7:28	12:45							4:33	-3:27
14 mar	6:58	12:40	14:25	18:03					8:39	-0:39
15 lug	7:53	12:42							4:08	-3:52
16 lug									8:00	
17 lug	7:55	12:43	13:27	18:03					8:46	-0:46
18 mar	7:29	12:45							4:37	-3:23
19 mar									8:00	
20 gen	7:27	12:40	13:26	18:02					9:10	1:10
21 mar	7:57	12:42	13:27	18:05					18:38	18:38
22 lug	12:42	13:26	13:26	18:03					6:01	-1:59
23 lug	7:28	12:45							4:32	-3:28
24 lug	7:55	12:41							4:07	-3:53
25 mar	7:54	12:43	13:27	18:06					8:46	-0:46
26 mar	6:56	12:42	13:59	18:04					9:12	1:12
27 gen	7:54	12:41							4:35	-3:45
28 mar	7:28	12:42	13:27	18:03					9:13	1:13
29 lug									8:00	
30 lug									8:00	
31 lug									4:00	

## RisPlan – Pros:

- Reliable, fast and precise processing of attendance data
- Real-time information output
- Transparency towards the employees
- Moneysaving: staff paid by the hour and overtime under control
- Easy, multi-format data export to other programs
- Reduce significantly or avoid all print costs with **RisTime<sup>web</sup>**
- Wide range of default reports available for Business Intelligence

## Powerful and flexible

No matter which working hours you keep, how many employees work for your company or its subsidiaries, in different parts of the world. No matter what the company's rules or the general bonds imposed by national contracts are on breaks, days off, illness or compassionate leave, professional training or seniority privileges. You make the rules and **RisTime** accurately tracks and works out your workforce attendance time.

## Dynamic and customizable

**RisTime** boosts a high-performance engine supporting an infinite number of parameters. They allow the program to adjust to the way your company works, yet the end users experience a sense of familiarity thanks to its graphics, recalling programs used worldwide, like Outlook or Excel. Use one or more central punch-stations and various RFID supports, opt for a biometric reader or decide to log in with **RisTime<sup>web</sup>** through Intranet/Internet. **RisTime** will point out errors or incomplete time records. You'll be able to quickly amend them, keeping track of the changes, all in just a few clicks while **RisTime** reprocesses and updates all the informations connected, this way it's easy to track your company work time and attendance with precision.

## Compatible and reliable

Export accurate, reliable data in different formats (Csv, Excel, PDF and more) to other applications: payroll, ERP etc. Both RSuite Modules, **RisTime** and **RisPlan**, have been developed with .NET technologies and SQL database. Easy and quick installation and simple data export are another fundamental feature of RSuite.

## Informations at your fingertips

**RisTime** offers a rich number of default staff reports. They range from the ones concerning a single resource, to groups of resource teams, all the way up to the whole company. Their focus can be the most frequent type of employees leave, statistic data to determine the extent of staff exchange between units or the amount (and cost) to which you resort to paid-by-the-hour staff. Reports can be yearly, monthly, daily based. They're already largely available and customizable through the built-in **RisTime** editor. Data export is straightforward and accurate, well supporting even complex Business Intelligence and cost management statistics. Risnova offers also specific targeted interface development, on demand.

## Mobile and updated

**RisTime<sup>web</sup>** is the web module providing an ideal remote dashboard you can reach within or without your company, through an Intranet or the Internet. Enhance the mobility of your resources and supervisors, enabling them to file online refund requests, consult last-minute shift changes and/or their working hours records, or even apply for leave or vacations directly from **RisTime<sup>web</sup>**. Let your workforce punch in and localize their premises using their mobile devices. Set up different access profiles and restrictions to specify the kind of activities of multiple users, according to the operational (more groups sharing teams of resources) or the hierarchical (simple resource to administration to head of the company) roles they play in the company. Go "social" with **RisTime<sup>web</sup>**: access and share information in real time, constantly synchronized with the central database.

**Share information, work more efficiently, personally involve and motivate your resources.**

**A well time-managed company staff with clear assignments operates with**

# Get in touch to know more about it: