

Time & Attendance

Complete Workforce Management, Advanced Time & Attendance

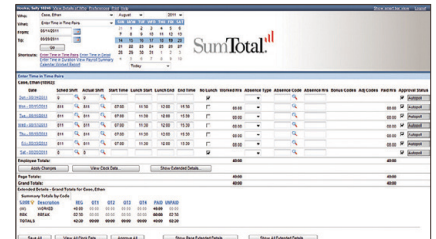
Integrated into the SumTotal Workforce Management solution, SumTotal's Time & Attendance capability allows you to automate 100% of your pay, work, union and accrual rules to standardize and automate workforce management processes across all of your locations. Going far beyond traditional time and attendance tracking, SumTotal's Time & Attendance solutions deliver the functionality and flexibility to support an organization's demanding and often complicated time management and reporting requirements.

Designed specifically to support the complex requirements of small to medium sized businesses as well as enterprise-class organizations, SumTotal Time & Attendance can significantly improve the efficiency of your business by simplifying the daily time management activities for all of the members of your workforce. With seamless process management through our powerful integrated workflow engine, your organization can reap the benefits of accurate and timely time management throughout your enterprise.

Business benefits of SumTotal Time & Attendance include:

- Ensuring employees are properly paid based on legislative, company and union policies
- Empowering employees and managers with access to real-time time and attendance information
- Reducing administrative overhead and total cost of ownership with end-to-end process automation
- Reducing the chance of payroll file errors in time and attendance data
- Improving business results and employee productivity by ensuring that the right talent is deployed for the right job
- Having a flexible and scalable time and attendance solution that can quickly respond to changing business needs

100% AUTOMATION



SumTotal Time & Attendance allows you to automate 100% of your pay, work, union and accrual rules to standardize and automate workforce management processes across all of your locations.

Key Features

Designed to support complex requirements while still being easy to use of, SumTotal Time & Attendance also includes:

- An easy-to-use interface that allows personalization, so managers can see what they need
- Integration with various time clocks and data capture devices
- Real-time calculation engine
- Self-Service for web-clock, accruals, and schedules to allow employees easy access to the actionable information they need
- Rules Automation for compliance
- Tools for absence and time routing and approval
- User / transaction compliance validation

Cross-Functional Benefits

SumTotal's Workforce Management solution and Time & Attendance are integrated within SumTotal's end-to-end, complete strategic Human Capital Management (HCM) solution. The cross-functional benefits of this include:

- **Workforce Management:** Integrated across the SumTotal strategic HCM solution SumTotal Workforce Management provides powerful tools to effectively manage labor rules, ensure compliance, and control labor costs and expenses.
- **Talent Management:** Integrated within the SumTotal's strategic HCM solution, Talent Management and Workforce Management combine to provide a single view of your organizations end-to-end human capital management information and processes.
- **Learning Management:** Integrated into the learning management solution, SumTotal Learning Management can provide visibility into skills, certifications, and learning activities across talent and workforce management, as well as other parts of the strategic HCM process.
- **HR Management (HRMS):** Integrated within the SumTotal's strategic HCM solution, SumTotal's HR Management solution provides a single source of truth for all HCM processes.
- **Payroll & Benefits:** As an integrated service into the SumTotal's strategic HCM solution, Payroll and Benefits Management provide efficient, flexible and easy-to-use service at the foundation of your HCM solution.

About SumTotal // SumTotal Systems, Inc. is the global leader of strategic Human Capital Management (HCM) solutions that provide organizations with a new level of visibility to help make more informed business decisions and accelerate growth. Recognized by industry analysts as the most complete solution, SumTotal provides full employee lifecycle management, including a core system of record, from a single provider for improved business intelligence. The company offers customers of all sizes and industries the most flexibility and choice with multiple purchase, configuration, and deployment options. We have increased the performance of the world's largest organizations including Sony Electronics (NYSE: SNE), AstraZeneca (NYSE: AZN [ADR]; London: AZN), Amway (KUL:AMWAY), Seagate (NYSE: STX), Dell (NASDAQ:DELL), and Google (NASDAQ:GOOG).

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