



## Online recording system for managing working time accounts

- ☞ Objective documentation of completed working times as well as verification for both employer and employee
- ☞ Overview of all staffing time accounts and remaining holiday entitlements for personnel managers and controllers
- ☞ Complete staffing documentation
- ☞ Differentiated mapping of work patterns that are calculated in a different way, such as working on standby, on-call or on night shift
- ☞ Separate calculation for all kinds of overtime

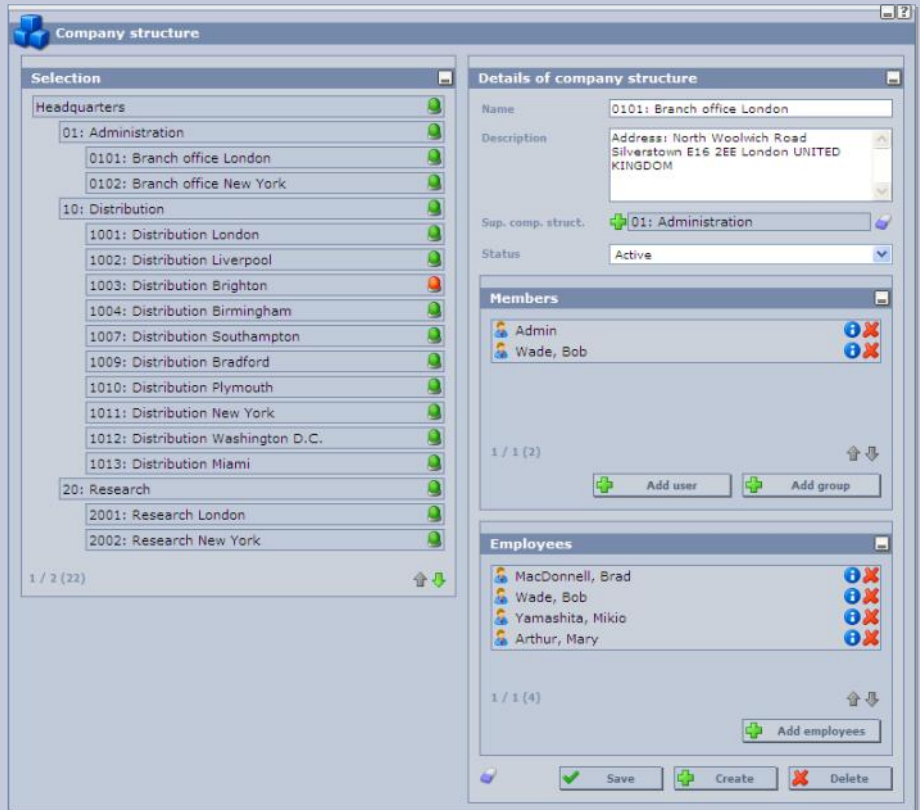
Cash-strapped times mean that increasingly more companies and organisations are looking for new opportunities to optimise staff deployment whilst at the same time allowing staff a high degree of flexibility in organising their work. We have reacted to the growing number of customer enquiries: AB-WorkingTime software enables the management and documentation of annual time accounts. The program can be adapted to collective wage agreements in many respects:

- ☞ Individual evaluation of working time completed on-call
- ☞ Individual evaluation of working time completed on standby
- ☞ Calculation of holiday entitlement from night work
- ☞ Automatic calculation of holiday entitlement according to age
- ☞ Suitability for companies with 5, 5.5 and 6 day weeks
- ☞ Automatic observance of regional public holidays

As it is internet software, AB-WorkingTime only requires a minimum of your administration's system resources. You just need a computer with internet access. Utilising internet software has many advantages over utilising locally installed software:

- ☞ Even older PCs can be deployed
- ☞ Multi-user capability even without network servers
- ☞ Mirroring and replicating assures on-going safeguarding of data
- ☞ Latest versions of the program are always available
- ☞ No risk of investing in software that might prove to be unsuitable once used
- ☞ No relaying of access authorisation to personal data to internal administrators

**We provide a trial access at no charge on request.**



The company hierarchy can be displayed at many optional levels.

## Basic module

The display of completed working times ranges from an overview over optional levels in the company hierarchy to a view of individual members of staff.

The screenshot displays the 'Working time management' interface. On the left, a tree view shows the company hierarchy: Headquarters, 01: Administration, 10: Distribution, 1001: Distrib. London, and 1002: Distrib. Liverpool. The 'Employee view' for unit 1002 shows a list of employees with their working times for the week of 03-02 to 03-08. The 'Corporate unit view' shows a similar view for the unit level. A legend at the bottom identifies service types: Normal service (green), Standby service (yellow), On-call service (cyan), Sick (red), Vacation (pink), and Cure (orange).

Flexible mapping from qualifications to work patterns.

Price is based on the number of active members of staff.<sup>1</sup>

Employees	Price per month plus VAT
up to 20	35,00 €
up to 50	50,00 €
up to 200	80,00 €
up to 400	120,00 €
up to 800	190,00 €
up to 1500	300,00 €
Larger facilities	On request

The screenshot shows the 'Qualifications' panel with a list of roles: Analytical chemist, Construction engineer, Trained retail salesman, and Degreed engineer. Below it is the 'Details of service form category' panel with fields for Name and Description, and buttons for Save, Create, and Delete.

<sup>1</sup> Excluded staff are not included in the calculation.



## Working time account

Assigned company structure(s) <b>2001: Research London</b>																				
Last name, First name <b>Breitenschopp, Sigrid</b>						Contract expired		Pers. no. (payroll) <b>10005</b>		Month <b>2009-02</b>										
Agreed working time				Working days per week		Vacation entitlement														
Annually <b>1512:00</b>	Weekly <b>30:00</b>	Shall WT <b>120:00</b>		5.0		Vacation <b>30</b>	SchwB <b>0</b>	Additional vacation <b>0</b>												
Date	Plan WT	Present		Pause(s)		Pause time	Actual WT	Thereof night-work	Substr. from YWT	Creation indicator										
		from	to	from	to					N	S	O	I	C	V	P	R	T	M	
2009-02-02	06:00	13:00	19:00	00:00	00:00	00:00	06:00	00:00	06:00	X									X	
2009-02-03	06:00	13:00	19:00	00:00	00:00	00:00	06:00	00:00	06:00	X									X	
2009-02-04	06:00	13:36	18:35	00:00	00:00	00:00	04:59	00:00	04:59	X									X	
2009-02-05	06:00	13:00	19:00	00:00	00:00	00:00	06:00	00:00	06:00	X									X	
2009-02-06	06:00	13:00	19:00	00:00	00:00	00:00	06:00	00:00	06:00	X									X	
2009-02-09	06:00	10:20	16:20	00:00	00:00	00:00	06:00	00:00	06:00	X									X	
2009-02-10	06:00	11:00	17:00	00:00	00:00	00:00	06:00	00:00	06:00	X									X	
2009-02-11	06:00	11:00	17:00	00:00	00:00	00:00	06:00	00:00	06:00	X									X	
2009-02-12	06:00	11:00	17:00	00:00	00:00	00:00	06:00	00:00	06:00	X									X	
2009-02-13	06:00	10:00	16:00	00:00	00:00	00:00	06:00	00:00	06:00	X									X	
2009-02-16	06:00	15:00	21:00	00:00	00:00	00:00	06:00	00:00	06:00	X									X	
2009-02-17	06:00	15:00	21:00	00:00	00:00	00:00	06:00	00:00	06:00	X									X	
2009-02-18	06:00	15:00	21:00	00:00	00:00	00:00	06:00	00:00	06:00	X									X	
2009-02-19	06:00	15:00	21:00	00:00	00:00	00:00	06:00	00:00	06:00	X									X	
2009-02-20	06:00	12:00	18:00	00:00	00:00	00:00	06:00	00:00	06:00	X									X	
2009-02-23	06:00	11:00	17:00	00:00	00:00	00:00	06:00	00:00	06:00	X									X	
2009-02-25	06:00	11:00	17:00	00:00	00:00	00:00	06:00	00:00	06:00	X									X	
2009-02-26	06:00	11:00	17:00	00:00	00:00	00:00	06:00	00:00	06:00	X									X	
2009-02-27	06:00	10:16	16:16	00:00	00:00	00:00	06:00	00:00	06:00	X									X	
Subtract from year working time account for current month:									<b>112:59</b>											
Subtract from vacation entitlement for current month:									<b>0Days</b>											
Progression of YWT						Progression of vacation entitlement														
YWT	Subtract previous months	Subtract current month	Remain Year-WT	Remain count months	Remain avg. mon. WT	Total vacation	Subtract previous months	Subtract current month	Night-work	Entitl. from nightwork	Remain vacation entitl.									
1512:00	125:49	112:59	1273:12	10	127:19	30Days	0Days	0Days	00:00	0Days	30Days									
<b>Legend:</b> N: normal service; S: standby service; O: on-call service; I: illness; C: cure; V: vacation; P: payment; R: roster; T: terminal; M: manually recorded/changed																				

### The system's printable standard calculations:

- ☞ Working time account (see illustration)
- ☞ Manager's overview of working time and holidays: monthly compilation of working time accounts / remaining holidays entitlement for all staff
- ☞ Payment list: data collection sheet for payment of overtime
- ☞ Year-end closing: compilation of plus and minus hours and holiday

entitlement to be carried over to the next year

- ☞ Staffing: overview of staffing (which member of staff is allocated to which task) at any given moment of time

All overview calculations can be displayed for optional levels in the company hierarchy.

### Export functions

- ☞ Payment of overtime for G.O.D Personnel Dialogue Software from TDS GmbH
- ☞ Holidays taken for G.O.D Personnel Dialogue Software from TDS GmbH
- ☞ CSV Data (for importing into Microsoft Excel or Access, for example.)

**Further calculations and export functions according to individual customer specifications can be integrated.**

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