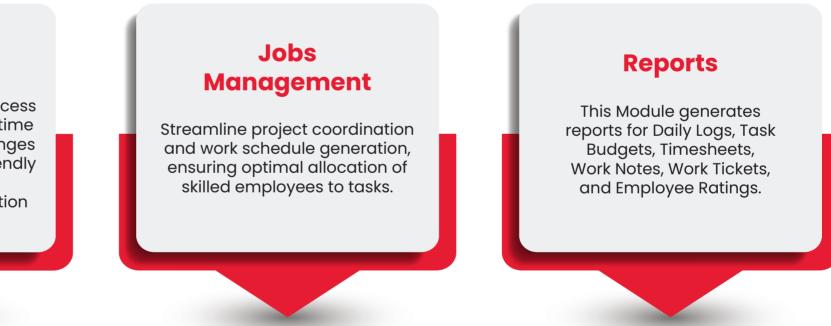


Your All-In-One Solution for Streamlined Management. Seamlessly oversee job teams, track time sheets, evaluate employee performance, handle equipment rentals, manage task budgets, coordinate hotel reservations, and simplify check-IN/OUT processes. Experience the power of efficient device management, organized task budgets, and detailed daily logs – all in a single, integrated platform. SmartTime revolutionizes how you manage tasks, ensuring productivity and precision at every step.

# **KEY FEATURES**

# Employee Management

It empowers Employees to access their schedules, jobs, submit time sheets, and request shift changes or time off through a user-friendly interface, enhancing transparency and collaboration within the workforce.



# **Shift Rules**

This Module enables the admin to add shift rules according to the requirements.

# **TimeEditor**

This module maintains all the records of employees' engagements.

# Kiosk Clock In/Out

This Module maintains the Logs for Check In and Check Out of Employees.

#### Log In to Your Account:

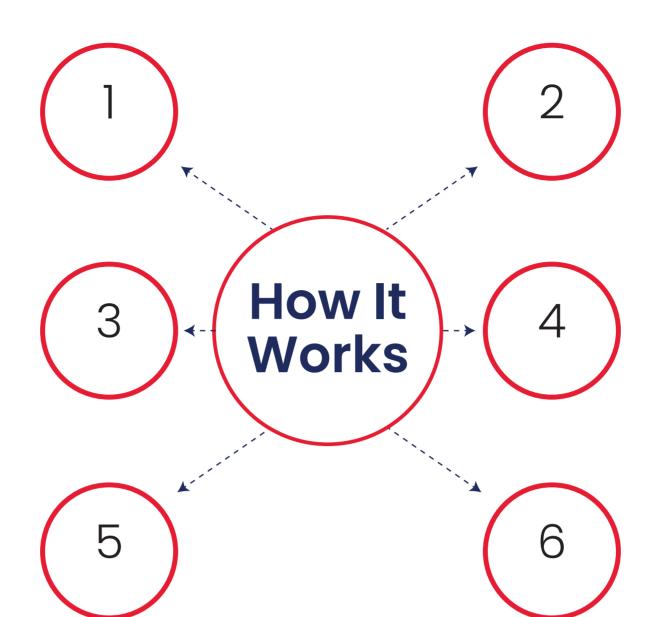
Start by logging into your account using your unique credentials. This grants you access to the application's centralized hub.

#### **Seamless Job Management:**

Access the "Jobs" tab to efficiently manage and oversee various tasks and projects. Update, monitor, and track project progress effortlessly.

#### Streamlined Check-In/Check-Out:

Navigate to the "Employees Check-In/Check-Out" section. Monitor attendance and work hours, simplifying attendance tracking.



#### Effortless Team and Employee Management:

Navigate to the "Manage Teams/Employees" section. Create, organize, and assign roles to job teams and employees from one convenient location.

## Easy Time Editing:

Utilize the "Time Editor" feature to review and approve employee working hours. Ensure accurate data for payroll and project analysis.

### Efficient Device Management:

Centralize device management in the "Device Management" section. Optimize device allocation for enhanced productivity.

# WHY SmartTime?

Experience the convenience of an all-in-one solution that combines team management, time tracking, and more under a single platform. Streamline your operations, saving time and boosting efficiency across various tasks. Foster effective collaboration by centralizing features, ensuring seamless teamwork. Accurate time tracking is made simple with precise time sheets and easy editing options, ensuring payroll accuracy. Optimize your resources by efficiently allocating equipment and managing devices. Stay on top of attendance with real-time employee check-in/out data for effortless tracking. Gain insights into employee performance through insightful ratings, leading to enhanced productivity. Manage your budgets effectively with detailed task budgeting, promoting cost-effective project management. Stay informed about project progress through comprehensive daily logs. With everything accessible in one hub, this app offers a streamlined management experience.

