

software solutions

product



**timetools™**

*Business - City - County*

description

**TimeTools™** is an inexpensive Internet-delivered and hosted Time Collection and Management System. Once an employee has entered their time with an easy-to-use graphical calendar interface, the record is securely stored in a MySQL database. Time can be entered from work, home, or any internet-connected computer. There is no software or hardware investment and your organization can be up and running almost overnight. TimeTools can be fully integrated with your current or future payroll system. Call us Today!

user features

**ADMINISTRATOR, SUPERVISOR AND PAYROLL**

**Add, Edit, Remove:**

- Time Categories
- Departments
- Locations
- Users and Passwords
- Projects
- Special Dates
- Pay Period and Start Day for Period
- Miscellaneous Information Fields

**Supervisor can:**

- Approve or reject submitted time by employees prior to sending to payroll staff.
- Ability to lock and unlock time records

**Reports Options:**

- Query, Sort, View, Print and Export Data for use with your existing payroll system.
- Sort by Period, Project, Time Category, Department, Location, or User.
- Ability to unlock time records

**Payroll System Integration:**

- Time records can be automated for integration with most payroll systems.

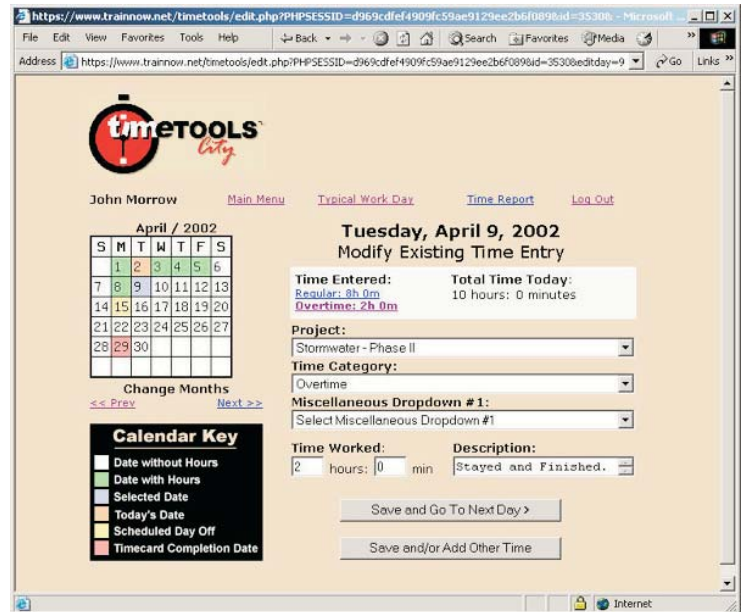
**EMPLOYEES**

**Setup Typical Work Day Profile**

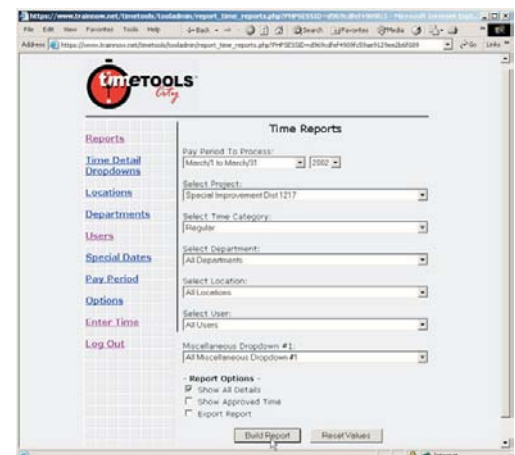
- Typical Hours Worked
- Typical Project
- Typical Time Category

**Add, Edit, Remove, or View hours worked**

- Directly Enter Time with an easy-to-use graphical Calendar Format
- Enter Description of hours worked if needed



Actual Screens



For more information contact your authorized IO Solutions Representative or  
**Call 1-888.567.8212**

www.io-solutions.com | 9141 NE Salmon Run Ln | Bainbridge Island, WA 98110