



Time Target

Staff Management Made Easy

Any Employer will tell you that effectively organising staff can be one of the most stressful, time consuming and costly issues facing their business.

Time Target is a labour management tool that is simple to use and easy to maintain. It is specifically designed to save money on wages and increase Staff performance.

Key components of Time Target include:

- Rostering & Time Capture
- Payroll Exports & Imports
- Email Staff Rosters
- SMS Staff Rosters
- Onsite Paging and SMS Gateway
- Staff KPI's

It all starts by staff taking a few seconds to log in and out each day. This can be on a Windows based PC, Touch Screen Kiosk terminal or a wall mounted pin pad which can include fingerprint recognition or proximity card reader. The system can also be used for Security Door Access so staff arrival and entry approval is done at the same time.

Everything your staff and managers need is neatly contained in the Kiosk. Staff can view their rosters, see messages and check their timesheets. Managers can authorise timesheets in seconds, view rosters and staff availability as well as create rosters if needed. All these functions can be configured for the specific business environment.

Staff Rostering

Time Target is so flexible Staff can be managed by multiple departments, in multiple locations, on multiple pay rates! Time Target handles staff availability planning, rostering across shifts and budgeting by dollars or hours or both. Casual Staff can even have their Roster sent to their mobile phones using SMS messaging.

Staff rostering requires a system that is simple to use but has the complexity to handle a multitude of unusual factors such as round the clock trading, meal breaks and variable shifts.

Significant research has resulted in the development of a user friendly rostering system that doesn't have a mind of it's own but rather works to bring together all the information that you or your managers require in order to make an educated decision as to whom you want working and when and at the best possible cost

This discipline is designed to minimise the time taken in trying to work out which staff are and aren't available for rostering on specific shifts, days or promotions.

Productivity and Attendance Snapshots

Because Time Target knows the cost of staff in real time the Management center keeps management aware of what staff are costing at any point in time.

The accessibility of key performance indicators such as Wage Cost % for sales teams, shifts or individuals productivity KPIs results in managers being more pro-active in managing labour costs and the staff activities which lead to greater productivity.

What are your staff up to?

Managers can see the status of all staff at the touch of a button. Late starters, staff on break, those who have finished, all there on one easy screen!

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Task Management

Broadcast messages and allocate task lists to individuals, a selected group or the entire team.

This unique feature allows you to force staff to view notices or messages, keeping them accountable for delegated jobs.

Time Target also interfaces with on-site paging systems and SMS messaging, allowing you to set-up time or event driven alerts and reminders that you may want sent to a pager or group of pagers or mobile phones.

These unique process improvements and accountability features are what truly set Time Target apart.

Messaging

Send messages instantaneously to key groups or individual staff. Staff have to read it when they start work so you know they got it.

Great for organisations with multiple shifts or casuals only working a few days per week.

Export to Payroll

The staff times are held as electronic timesheets. These are then approved and exported to the payroll system. It's that simple. No more manual data entry and payroll is done in minutes!

As a payroll manager you can see any unapproved time sheets at a glance or add missed time sheets in seconds.

The system will show you when probation periods, birthdays or anniversary dates are due. What is sick leave, annual leave or Time in lieu.

It's all there at your fingertips!

Live Communications!

Time Target is a fully functioning multi location, multi department system.

Data connectivity between locations can be achieved via the internet, dial up modem or across local networks.

The key issue is you can get the data when you need it and with Time Target all your time sheets from all your locations are at head office the instant you need them. No more faxing, no more chasing managers on their days off!

Location databases can be independent and synchronised hourly, daily etc or be live depending on your company IT infrastructure. Or you can have all sites running off one database! It's up to you.

Time Target is a simple to use yet effective Time and Attendance and Labour Scheduling system.

In most cases labour to sales reporting is completed at the end of the pay week thus only reporting history, rather than providing immediate data by comparing wage costs with sales as they occur and allowing you to take action to protect your profitability.

Time Target delivers a Rostering and Time and Attendance system that is:

- Time saving
- Flexible
- Fast
- Accurate
- Communicative
- Secure
- Simple to use

