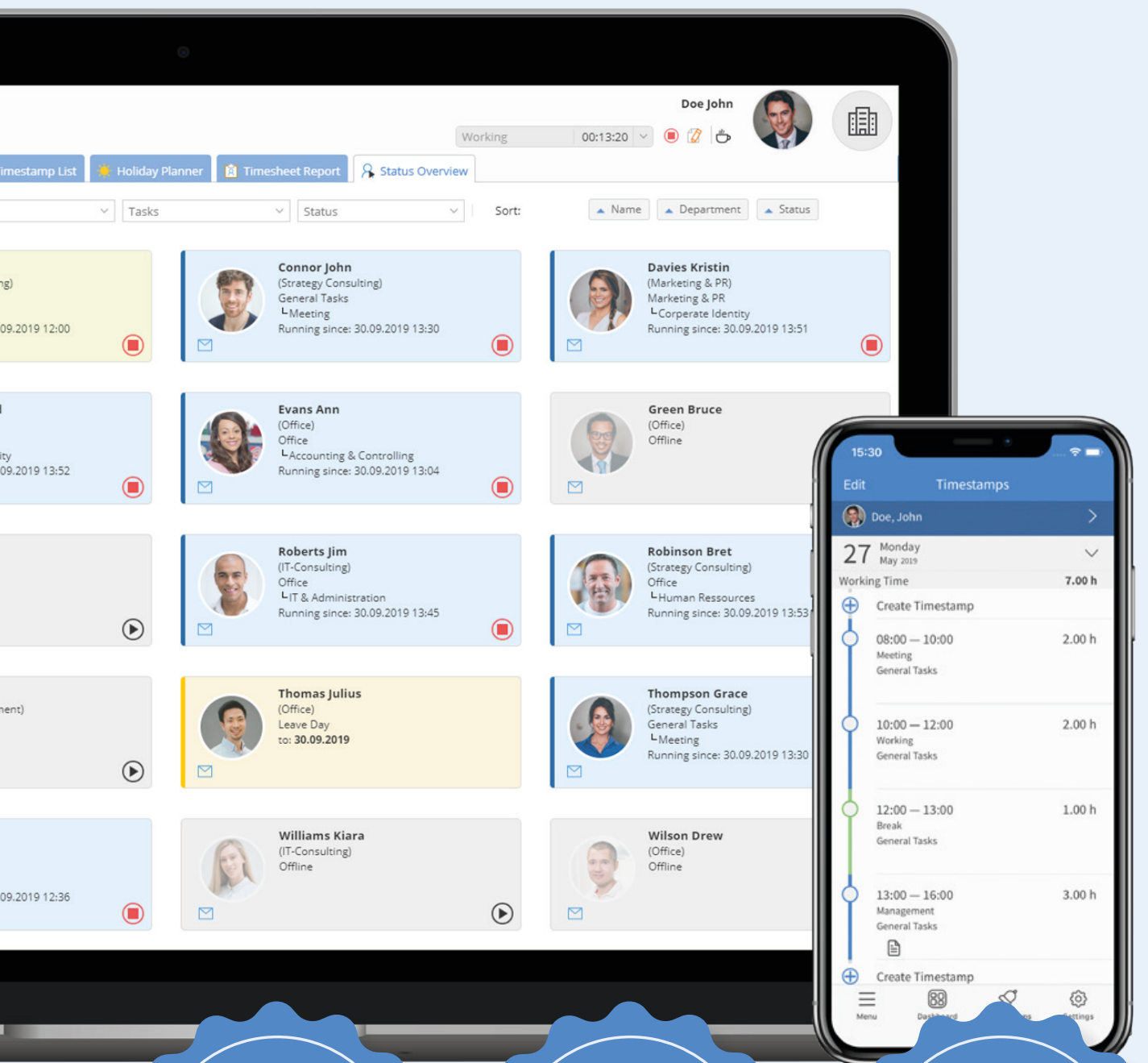




Time and attendance solutions for your company

Simple. Modern. Reliable. Secure.



About TimeTac

We provide companies with a top-performing time tracking system, ensure optimal availability and provide outstanding services for our customers.

TimeTac develops and markets web-based and mobile time and attendance systems. We offer customisable solutions, meeting your requirements in the domain of Employee Time Tracking, Project Time Tracking, Leave Management and Shift Planning. Combine these modules according to your needs and receive a perfectly individualised time tracking solution.

Simple and efficient

- ✓ Extensive functionalities for companies in any industry
- ✓ Personal consulting during the decision-making phase
- ✓ Onboarding Service guiding you through the set-up process
- ✓ Attentively supported by our Customer Care Team

Modern and future-proof

- ✓ Time tracking on any device and operating system
- ✓ Highest possible availability, performance and reliability
- ✓ Technical operation, regular updates and further development included

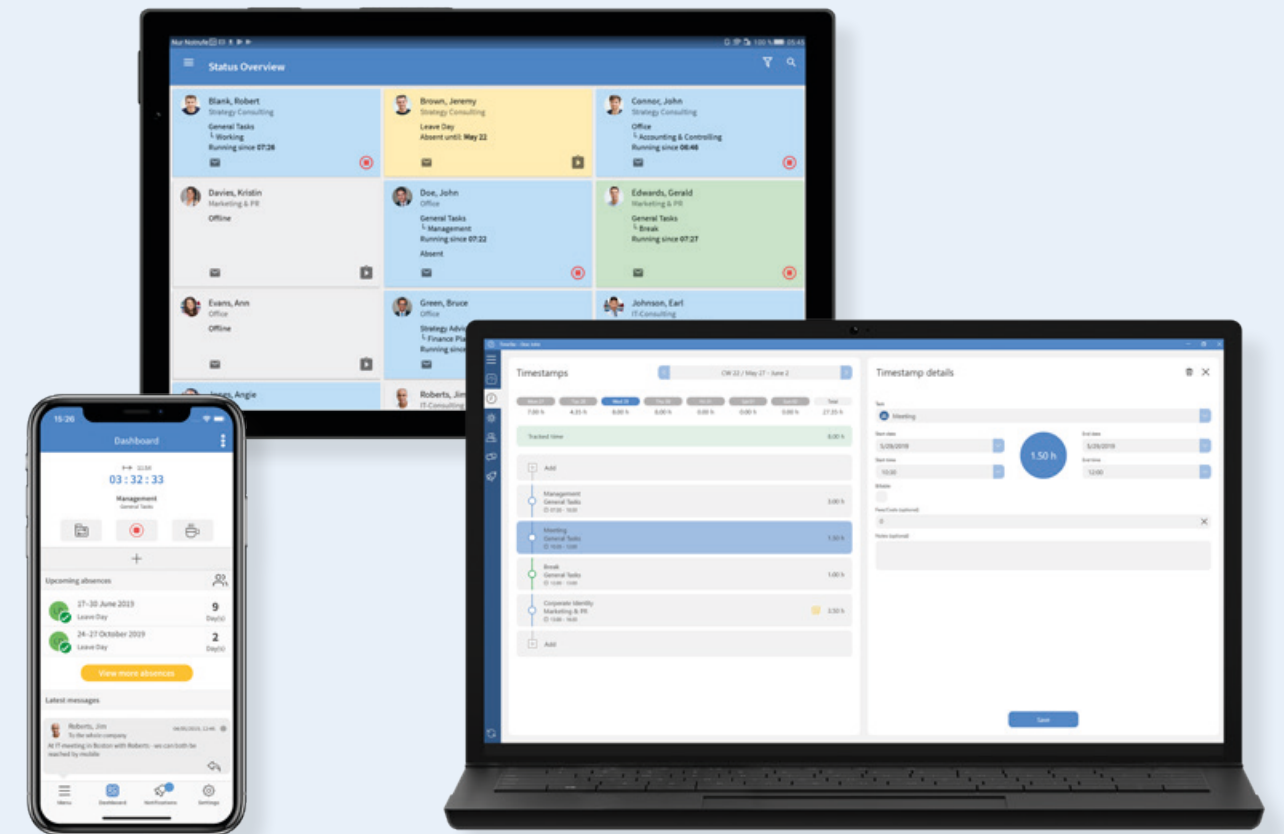
Secure and reliable

- ✓ Operation in ISO-certified redundant data centres
- ✓ Meeting all requirements of the General Data Protection Regulation GDPR
- ✓ Certified as a „Certified-Cloud Provider“

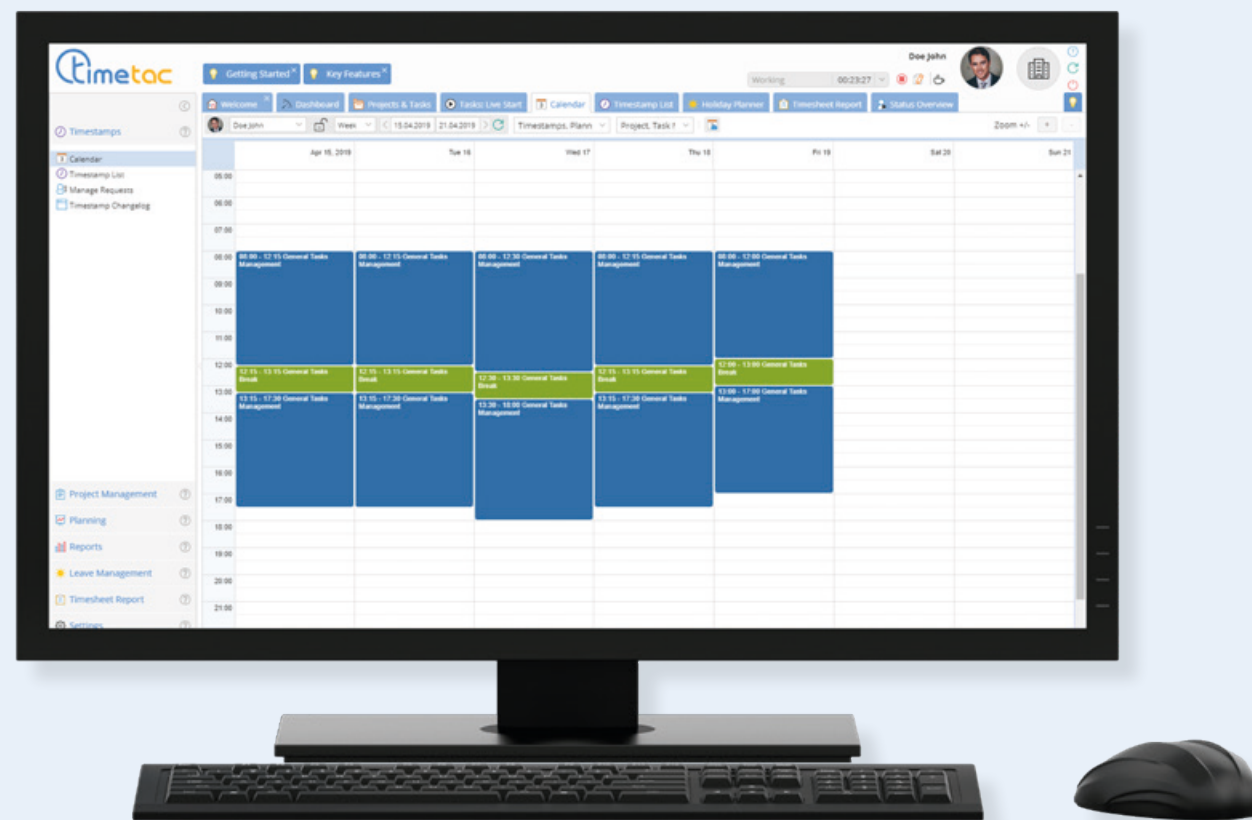
Track time on any device

Our time tracking system offers the highest flexibility and makes it possible to track time via PC/Mac, iOS and Android devices, as well as our time clocks.

TimeTac supports a large number of different devices in order to ensure the greatest adaptability to any kind of working situation. You can create a timestamp within a few seconds, be it via our extensive browser application for PC/Mac, mobile apps for smartphone and tablet, a time clock for quick and simple tracking per NFC tag/fingerprint or via our desktop app for Windows. All data is synced live. Working environment without a steady internet connection? Your data is saved securely on the device until you do.



Tracking via mobile apps and desktop app for Windows



Tracking via PC and Mac

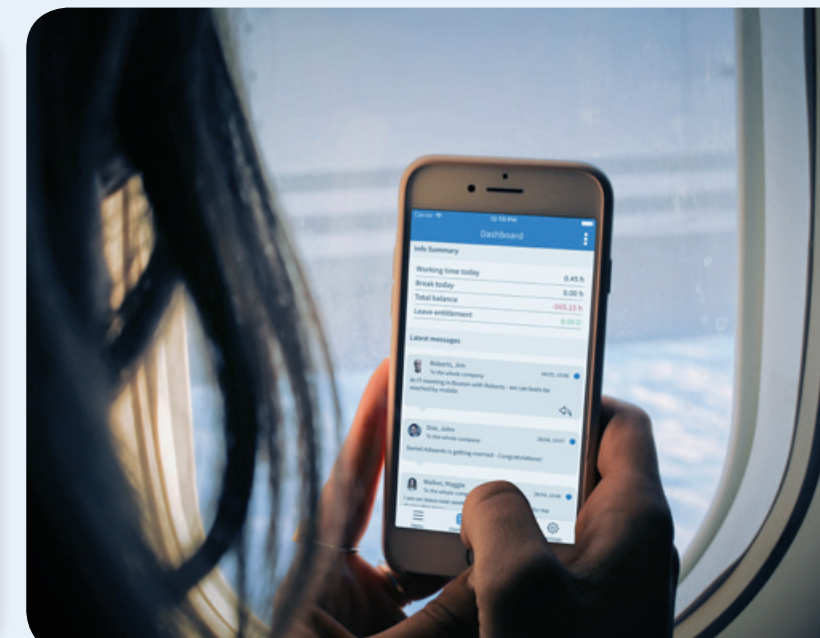


Tracking via mobile and stationary time clocks



For any working situation in any industry

TimeTac adapts to your business sector and your requirements. We have implemented solutions for many customers in key industries and allow employees to track time conveniently, regardless of the working environment.





Employee Time Tracking Module

Your employees can conveniently track working time and breaks in any kind of working situation. Without any effort, you can adhere to legal regulations and keep an overview of time utilisation in your company.



How to manage time in your company

- ✓ Precise tracking of working time and breaks
- ✓ Track live or retrospectively
- ✓ Generate reports according to your needs
- ✓ Provide employees access to their own records



Adhere to working time regulations

- ✓ Create individual work schedules
- ✓ Manage internal and country-specific presets
- ✓ Adhere to presets with the aid of automatic checks



Reduce your administration effort

- ✓ Create timestamps with only a few clicks
- ✓ Identify and correct discrepancies immediately
- ✓ Keep an overview of attendance and absences
- ✓ Export to your payroll accounting program



ALICE WHITE
Accounting



Working Time 02:27:30 Break 00:15:37



ERIC MULLEN
Management



Working Time 03:25:10 Break 00:10:15





Project Time Tracking Module

TimeTac enables your employees to track time on specific projects, tasks and clients. Benefit from an exact overview with current data at any time.



Know what projects are being work on

- ✓ Track time on projects, tasks and clients
- ✓ Customise your project structure
- ✓ Track live or retrospectively
- ✓ Assign individual access privileges



Utilise your capacities to their full potential

- ✓ Assign employees to specific projects or tasks
- ✓ View planned data in the mobile app
- ✓ Monitor employee capacity and utilisation



Always having an eye on your projects

- ✓ Project status by target-actual comparison
- ✓ Up-to-date reports, ready at any time
- ✓ Create performance reports for customers
- ✓ Integration and APIs for ERP and payroll accounting

STRATEGY CONSULTING

Project #174



Target Hours	Actual Hours	Time Remaining
160.00 h	95.00 h	65.00 h





Leave Management Module

Simplify your leave management by quickly requesting and approving absences online. All absences, be it holiday, comp time, business trips or sick leave, are visible in one calendar.



How to manage holidays and other absences

- ✓ Holiday entitlement calculated automatically
- ✓ Define individual absence types
- ✓ Ensure continuity with approval substitutes
- ✓ Define company holidays and holiday restrictions



Approve absence requests with just one click

- ✓ Employees request absences online
- ✓ Email notification for superiors
- ✓ Approve or decline absences with one click
- ✓ View approved requests in the Holiday Planner



An overview of your employees' absences

- ✓ See all absences in one calendar
- ✓ Filter by teams, departments or employees
- ✓ Use public holiday calendars of various countries
- ✓ View current reports and holiday balances





Shift Planner Module

Assign your employees to different sites and schedule individual shifts in advance. Shift plans are also accessible via app.



How to plan your employees online

- ✓ Create unlimited, individual shifts
- ✓ Assign employees to sites and tasks
- ✓ Check the availability of employees
- ✓ View shift plans online, on every device



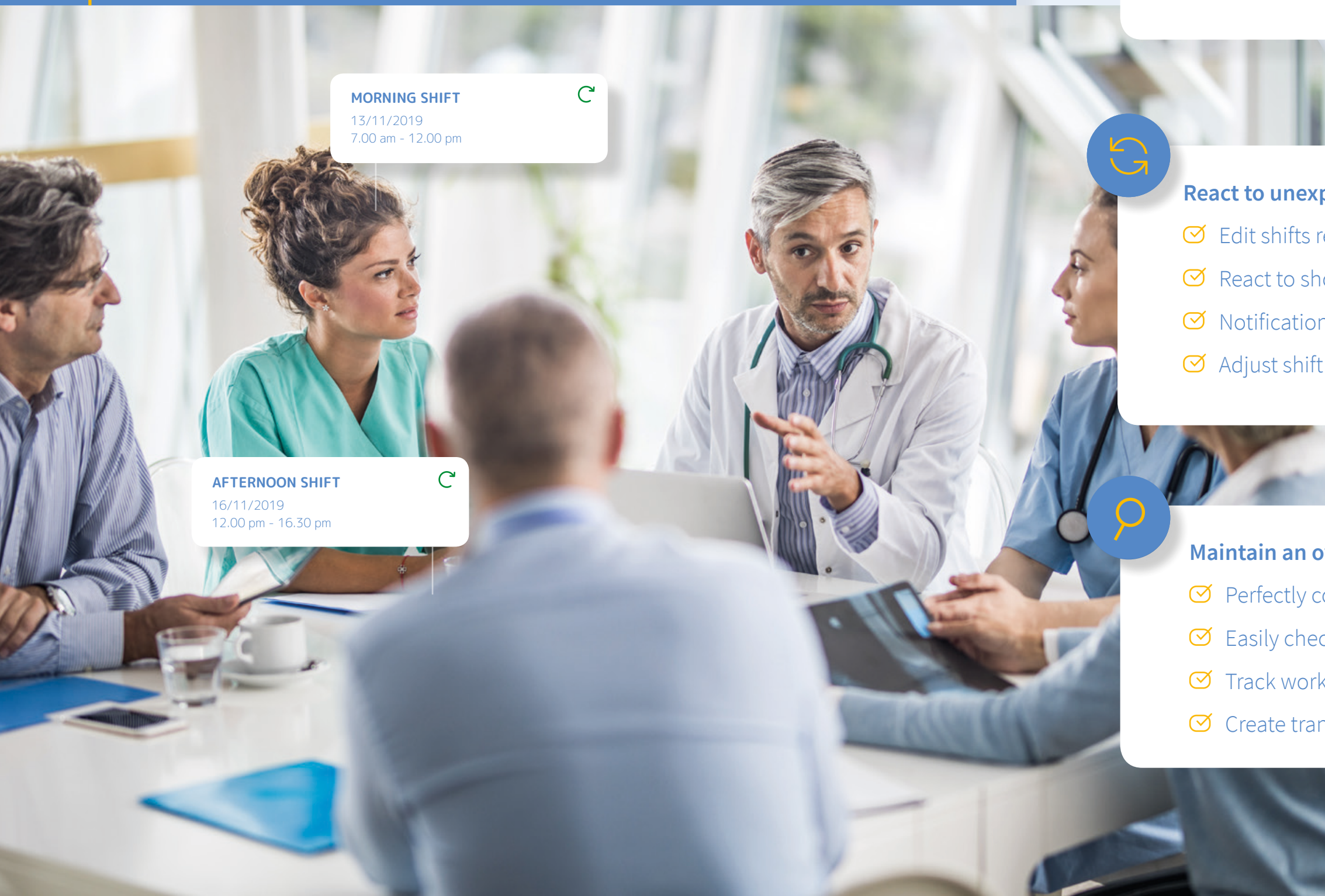
React to unexpected events

- ✓ Edit shifts retrospectively
- ✓ React to shortages in staff
- ✓ Notifications of upcoming shifts for employees
- ✓ Adjust shift plans according to your needs



Maintain an overview of shifts and attendance

- ✓ Perfectly combined with Employee Time Tracking
- ✓ Easily check attendance of employees
- ✓ Track working and break time conformably to law
- ✓ Create transparent reports at any time



Support

Let us be your reliable partner - from your first consultation call to supporting you in the daily usage of TimeTac.

Our competent team will support you in finding an easy solution for all of your challenges. We provide you with manuals, organise training sessions, webinars and offer a Customer Care service to answer questions by e-mail or phone. Have questions regarding our software, its features or the configuration of settings? Our team is happy to answer your questions and provide a solution as quickly as possible.



Webinars



Training



Customer Care



Knowledge Base



Onboarding Service



Onboarding Service

Our Onboarding Service guides you through the implementation of TimeTac, from the ideal configuration of your account to a successful start date.

A TimeTac employee will support you in setting up your account in order to ensure your requirements are fulfilled. The onboarding process consists of four phases, starting with preparation, then configuration, testing and training, right up to the successful start date of TimeTac in your company.

Numerous advantages you benefit from:

- ✓ Extensive know-how of our experts
- ✓ Less effort and time used to set up your account
- ✓ Tailored configuration of your account
- ✓ Higher acceptance by employees

Our promise of performance



USER-FRIENDLY

Time tracking is a recurrent, if not daily task of employees. This is why we make sure that you and your employees track time, request and process absence requests or create informative reports with as little effort as possible.



CONFIGURABLE

Our modules are able to depict individual requirements. In collaboration with our Onboarding Service and Customer Care Team, we ensure that your account is perfectly adapted to your company's individualities. TimeTac is suitable for companies of any size and industry.



INTEGRABLE

We provide you with numerous possibilities to integrate TimeTac in your system landscape. For example, we have integrations to planning, accounting and invoicing programs of common providers.



RELIABLE & SECURE

Your data is in a safe place! On the one hand, we work compliant to the GDPR. On the other hand, certified server locations and extensive security measures ensure the reliable preservation of your data.



INTERNATIONAL

We can cover your requirements, even if your company has different sites and is liable to country-specific differences. TimeTac is available in four languages and is therefore suitable for international or cross-border usage.



CONTACTABLE

Our Support Team is available every weekday. A contact person can be reached by phone or e-mail. Our team is always eager to find an easy solution for your problem and provide you with a competent and quick response.

What they say




„For our employees time management means to adhere to lawful regulations of 11 different countries. TimeTac offers a customised solution for our demands on time tracking systems, be it in terms of mobile time tracking, reports or leave request approval within the management structure.“

Vier Pfoten



„After we have tried out several time tracking and leave management tools, TimeTac proved to be the most flexible one that also fulfils all our needs. Their service is fast and simple. The usage of the system is very convenient and intuitive, be it from the user or the manager perspective.“

Samsung Electronics



TimeTac GmbH
Am Eisernen Tor 1
8010 Graz
Austria

www.timetac.com
info@timetac.com
+43 316 587142