

# Pendulum™ Time & Labor Management



**“Why can’t we have one system that grows with our company?”**

A business owner is excited that his company is planning to hire ten new employees this quarter. Once the payroll department hears the good news, they realize they will need a new time and attendance system to replace their already overloaded system. “Why can’t we have one system that grows with our company?” they ask.

Acroprint Time Recorder Company announces the release of Pendulum™, the newest member of the Acroprint family of automated time and attendance systems. Pendulum™ is an automated time and labor management solution that expands as your company grows — one software system, changing to meet the needs of your business. Pendulum™ accurately collects employee time and attendance data and applies your company work rules and pay policies to calculate employee time cards.

**Expandable**

**Affordable**

**Upgradeable**

Pendulum™ is the perfect time and attendance solution for your growing business.

***An automated time and labor management solution that expands as your company grows — one software system, changing to meet the needs of your business.***



# Pendulum™ Time & Labor Management

“How can Pendulum help me?”

## SAVES YOU MONEY

Time is Money. Did you know that taking control of your labor costs can save you thousands of dollars per year? Research studies show that lost minutes add up quickly. The chart below is based on 250 working days per year, showing actual time lost at the conservative rate of 20 minutes per day.

See for yourself how much lost minutes can be costing you?

HOURLY RATE	COST PER MINUTE	NUMBER OF EMPLOYEES					
		2	5	10	25	50	100
\$6.00	\$0.1000	\$1,000	\$2,500	\$5,000	\$12,500	\$25,000	\$50,000
\$8.00	\$0.1333	\$1,333	\$3,333	\$6,667	\$16,667	\$33,333	\$66,667
\$12.00	\$0.2000	\$2,000	\$5,000	\$10,000	\$25,000	\$50,000	\$100,000

## SAVES YOU TIME

Let Pendulum effectively manage your company's labor resources. Are you tired of the time it takes to manually calculate employee time for payroll? Eliminate Payday Panic by removing human errors and add valuable time to your business. Pendulum accurately reports employees' hours and reduces the amount of time spent preparing payroll. Automated time clock polling and report generation saves you even more time. The system automatically polls the terminals for data, processes reports and has an option available to email them to supervisors or employees without operator intervention. At the end of a pay period, administrators can simply review the time sheets via email. Data can be exported to third party payroll systems for easy processing.

Pendulum™ is accessible worldwide to managers who are traveling. Simply log into the software with your unique user id and password via the Internet. Access filters allow the company to set access parameters for each user.

As an option, Pendulum™ also offers an array of job costing levels so you can evaluate time per task/piece. The system even tracks tips by allowing employees to enter the tip amount at the clock, and generates reports displaying the tip totals.

- No more manual tallying of time cards.
- Eliminates missing punch overpayments.
- Accessible worldwide.
- Automates time and attendance tracking.
- Supports an unlimited number of employees, shifts, pay categories, pay rules, departments and jobs.
- Provides payroll and management reports
- Allows “Cash” And “Charge” tip recording & reporting
- Exports hours directly to third-party payroll providers.

# FEATURE RICH - HELPING YOUR BUSINESS DAILY

## TIME & ATTENDANCE

Automates your company's timekeeping and attendance tracking. The Pendulum software collects transactions and your pay rules are applied automatically. Applies pay policies and shifts to time and attendance data.

## EMPLOYEE MESSAGING

Pendulum allows you to send messages to a data collection terminal. These messages may include the employee's name, Happy Birthday!, or company announcement.

## AUTOMATED TIME CLOCK POLLING

Allows users to set a specific date/time to poll the information from the data collection devices. Pendulum will poll the time clocks, process reports and can even email them to supervisors and/or employees automatically without operator intervention.

## REPORT GENERATION

There are over 70 reports available, which can be run by pay period or by any selected date range. Reports can be displayed on screen, printed, emailed, or sent to a data file.

## SIGNAL CONTROL

Allows you to define bell-ringing schedules and program the data collection devices to ring a bell or horn at specific times and days of the week.

## EMAIL MODULE

Administrators can simply log on to Pendulum edit/approve time cards and send them via email. Pendulum can send emails to Supervisors or Employees. Reports can be generated in HTML, WORD, PDF or text and emailed as an attachment.

## LOCKOUT MODULE

Defines times when employees can clock in or out controlling unauthorized overtime. This module can also be used with the Access Control to define what time and day the employee can clock in and unlock the door.

## JOB COSTING

Accurately tracks time and labor costs and distributes them to job costing levels. Allows the system to provide four levels (Department, Job, Step and Operation) of data collection, reporting and exporting. This allows the employee to record the Cost Centers and Job information at the data collection terminals. The information is then polled by Pendulum and reports and exports may be generated.

## INPUT VALIDATION

Allows for validation at the terminal, so when an invalid job is entered the terminal will reject it and notify the employee.

## ACCESS CONTROL MODULE

Allows the Pendulum system to accept or deny access via a locked door.

## CUSTOMIZE

Administrators have the ability to change the names of key fields within the menu and reporting system.

## HUMAN RESOURCE TRACKING

Tracks employee attendance, department transfers, job transfers, schedules and automates employee time and wage calculations.

## PAYROLL PROCESSING

Pendulum comes standard with an export feature that allows you to send data to a third party payroll system without the need to re-enter this information into the payroll software.

## SECURITY

Each user has a unique User ID and Password. Filters are included to allow supervisors to access only their respective employees.

## IMPORT/EXPORT

Pendulum contains a built-in import/export function that allows users to bring data into the system and export data out to other software packages.

## MULTIPLE SCHEDULER ADJUSTER

This scheduling tool makes quick work of scheduling entire departments on one easy to read screen.

## DATA COLLECTION DEVICES

Hardware like data collection terminals, hand biometric readers and fingerprint readers can be added with Pendulum.

## MULTI-USER OPTIONS

Allows for 5, 10, 15 and 25 concurrent administrative users on the system. These levels are activated with a code and maybe upgraded at any time. Optional Modules such as job costing or access control may be activated at any time making the system expandable and affordable.

*Know exactly where your employees' time and your dollars are spent!*

*Pendulum is available in various pricing configurations based on the number of administrative users, allowing businesses to expand their time and attendance system easily as their employee base grows. Time & attendance labor tracking expandable to meet your business needs.*



## REPORTS

Access  
Actual vs. Budget  
Approaching Overtime  
Attendance  
Attendance Count  
Benefit  
Category Count  
Category Summary

Daily Hours  
Department Summary  
Division Summary  
Employee Wage  
Exceptions  
Export Time Card  
Function Key  
Group Hourly Summary

Group Wage Summary  
Hours  
Job Hourly  
Job Wage  
Piece Wage  
Quantity  
Schedule Exceptions  
Shifts

Time Card  
Who's In  
Who's In By Shift  
Additional Reports

## EXPANDABLE • AFFORDABLE • UPGRADEABLE

### ***Standard Package (Single Administrative User)***

Time and attendance  
Employee Messaging  
Automated Time Clock Polling  
Report Generation  
Signal Control

### ***Five & Ten Administrative User Package***

Time and attendance  
Employee Messaging  
Automated Time Clock Polling  
Report Generation  
Signal Control  
Email Module

### ***Fifteen User Package***

Time and attendance  
Employee Messaging  
Automated Time Clock Polling  
Report Generation  
Signal Control  
Email Module  
Lockout Module

### ***Twenty-Five Administrative User Package***

Time and attendance  
Employee Messaging  
Automated Time Clock Polling  
Report Generation  
Signal Control  
Email Module  
Lockout Module  
Job Costing  
Input Validation  
Access Control Module

### ***Feature Upgrades***

Administrative Users  
Job Costing  
Signal Control  
Access Control  
Email Module  
Lockout Module  
Messaging Module

### ***Training***

*End user training must be purchased with packages; software/hardware installation/setup.*

***Over 70 report options capturing valuable data like unauthorized overtime, employee status, departmental costs, job costing and much more.***

# SYSTEM REQUIREMENTS

## Pendulum Single Specifications:

IBM PC Compatible Computer  
Intel Pentium 233 MHz or higher  
64 MB Memory  
170 MB available hard disk space  
Windows 98, 98SE, NT4.0 (SP4.0 or higher),  
2000, XP

## Pendulum Network Specifications:

### Server PC:

IBM PC Compatible Computer  
Intel Pentium II 400 MHz or higher  
256 MB Memory  
500 MB available hard disk space  
Windows NT4.0 (SP4 or higher), 2000 server

### Client PC:

IBM PC Compatible Computer  
Intel Pentium 233 MHz or higher  
64 MB Memory  
170 MB available hard disk space  
Windows 98, 98SE, NT4.0 (SP4.0 or higher),  
2000, XP

# DATA COLLECTION

Many data collection options are available including magnetic stripe, bar code or biometric technology using fingerprint readers or hand geometry scanners.



Operating since 1969 with headquarters in Raleigh, North Carolina, Acroprint Time Recorder Company is a leading global manufacturer and distributor of time and attendance products with more than one thousand dealers/distributors across the United States and products that are exported to 70 foreign countries.

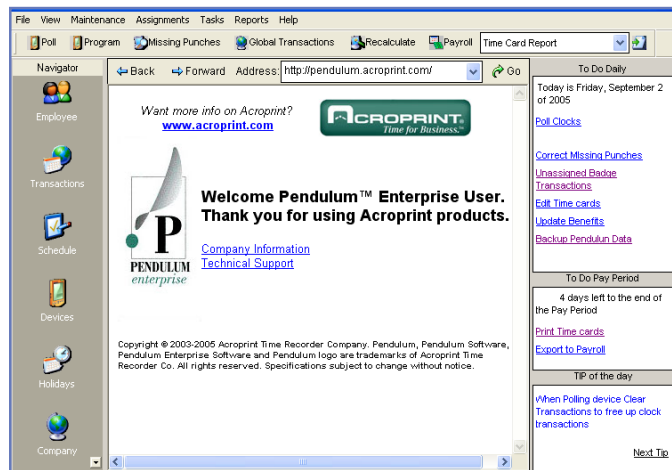


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# EXPORTS

Abra Payroll  
ADP for Windows  
Generic  
Genesys  
Paychex Preview for Windows  
Paychex Paylink for Windows  
Primepay Primelink  
Peachtree Accounting  
QuickBooks  
Solomon Enterprise Version



**Pendulum™**  
**Time & Labor**  
**Management**