



# Better Workforce Management through Engaged Employees

## Simple, Flexible, Accountable

### How Do You Engage Employees in Managing Their Own Attendance?



Employees are accountable for their own time and attendance

- Make system access easy for employees with the Attendance on Demand employee app, ESS Mobile, Employee Self Service on desktop, or a time clock.
- Provide accountability and transparency in correcting time cards, filling schedules, and granting time off.
- Improve communication between employees and management with Attendance on Demand apps, in-system texting, and automated phone calls.

### Accountability and Transparency

Employee engagement means employees are accountable. Both employee and supervisor actions are transparent. And, information is always available.



Employees can fix their own missing punches

#### Adding Missed Punches

A missed punch on a time card brings everything to a halt. Hours can't be calculated and payroll can't be closed.

With Attendance on Demand, employees are notified of the missing punch the next time they try to punch anywhere—at the clock or on their mobile device. Employees participate fully by correcting their own missing punch and supervisors can quickly approve the correction.

work remotely. And, employees are assured that their punch time and place are properly recorded.

#### Late or Absence Notifications

ESS Mobile also lets employees communicate important shift information directly to their supervisor. Employees can notify their supervisor if they are going to be absent or even just running a few minutes late... one touch in the app and the supervisor knows immediately.

#### GPS for Mobile Punching

Today's workforce is mobile. So how can employers be sure that employees are punching in where they should be?

Attendance on Demand's employee app, ESS Mobile, can help. ESS Mobile tracks the GPS location along with the punch or transfer detail. This leads to greater confidence when employees

#### Filling Open Shifts

Attendance on Demand makes it easy for employees to learn about and accept open shifts. *Seeker* automates the callout process and contacts employees in the manner they choose (text, phone call, or ESS Mobile notification). It tracks employee responses and notifies employees when the shift is taken. The shift is filled fairly, quickly, and easily.



Seeker automates callout and employee response tracking

## Easy Access and Improved Communication

Employees want flexibility in reporting time, requesting time off, and accessing their information. Attendance on Demand provides them with choices and helps to improve communication between employees and supervisors.



Employees can communicate directly using ESS Mobile.



Review time off balances immediately

### Requesting Time Off

Attendance on Demand Leave Management makes it easy for employees to ask for time off. At a time clock, mobile app, or desktop, they can review available time off balances and quickly communicate their leave request. Likewise, supervisors can easily respond to approve or deny the request, commenting back to the employee. The process is streamlined and documented.

### Mobile App

With ESS Mobile, employees can perform all of their attendance-related tasks. The app is tailored to each employee's needs; they see only the tasks and information that pertains to them. Real-time notifications draw attention to items that need attention. And, ESS Mobile makes it easy to message with supervisors.

### Texting

Employees without a data plan can also interact with their supervisor and Attendance on Demand through texting. Three simple text commands—Schedule, Hours, and Shift—get them the information they need to know. In addition, they can respond to employer callouts for available shifts by entering one numeric code to accept a shift and another to decline.

### Voice Calls

Employees can also elect to receive voice calls from their employer: no app or texting required. Based on the employee preferences, they can receive an automated voice call to notify them of open shifts.

### Time Clocks

Attendance on Demand time clocks do more than collect employee punches. Employees can add missed punches, review their benefit time and upcoming schedules, and request time off—right at the clock. Touch screens help the employee through just about any time keeping activity.

## Your Strategy for Employee Engagement

Reduce cost and save time by empowering your workforce to take an active role in attendance management. Improve communication, accountability, and transparency with Attendance on Demand.



Attendance on Demand is a cloud-based time and attendance system with full capabilities for labor management, compliance, scheduling, timekeeping, accruals, incidents, budgets, and more.