# Web-Based Multi-Location Centralized Time Management Solution

All data will automatically transferred from device to the server

Remotely manage thousands of T&A terminals under complex network condition

Multiple admin can access the Web-based system anywhere

Easy to set Timetable, Shift
Easy to assign schedule
Easy to generate report

Main Function Of ZKTeco BioTime 7.0

・ Web-Based Time Attendance Software

・ Simple Access Control Module

・ Payroll Management and WPS Report

・ Auto-Synchronization of Palm, Fingervein, Face, Fingerprint, and Card Templates

・ Embedded HR Integration

・ Multi-Level Approvals and Automatic E-mail Alerts

・ Employee Self-Service

・ Multiple Admin Privilege

・ Flexible Shift Scheduling and Auto Shift

・ Real-Time Data Transmission

・ Attendance Calculation & Reports

・ Multi-language

ZKTeco

Web-Based Multi-Location Centralized Time Management Solution

Retail shop in France
G1 Fingerprint Time Attendance Terminal

Retail shop in Indonesia
G2 Fingerprint Time Attendance & Access Control Terminal

Retail shop in USA
G3 Multi-Biometric Time Attendance & Access Control Terminal

Retail shop in Australia
G3 Multi-Biometric Time Attendance & Access Control Terminal

BioTime Server

✓BioTime

✓BioTime

✓BioTime

✓BioTime

🇺🇸 USA Office

🇦🇺 Australia Office

🇫🇷 France Office

🔴 Indonesia Office
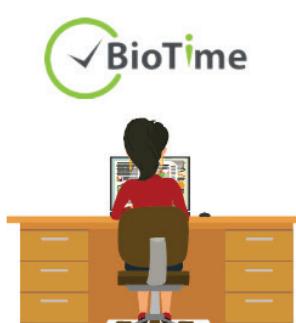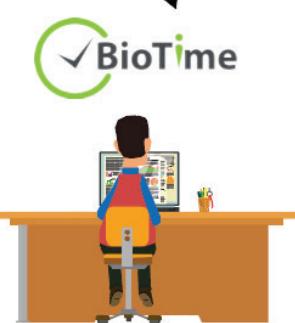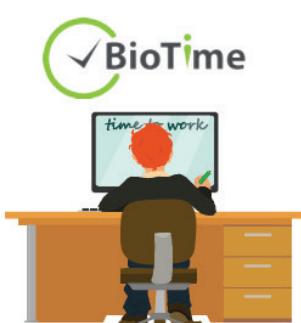
BioTime 7.0

## Web-Based Time & Attendance Management Software

BioTime 7.0 is a powerful web-based time attendance software which offers the most innovative features a time attendance software can offer. It provides a stable communication for devices through LAN/WAN/Wi-Fi/GPRS/3G. Users can access to the software anywhere by their web browser to remotely manage thousands of T&A terminals under complex network (WLAN).

The software features a simple access control module that can connect to ZKTeco standalone access control terminals. Another outstanding feature is the payroll modue that calculate employees' wages according to their workloads and can generate WPS report easily.

An Automatic Synchronization function is available to automatically synchronize data between devices and server among the same "Area." With its new user-friendly UI, managing timetable, shifting schedule, and generating attendance report have become easily managed.

![ZKTeco logo]

Global Rule & Local Rule integration

Biotime 7.0 is a powerful time attendance software which can setup various attendane rules which is applicable for the whole company and individual departments. User can set the attendance parameter like check-in, check out, and overtime rules.
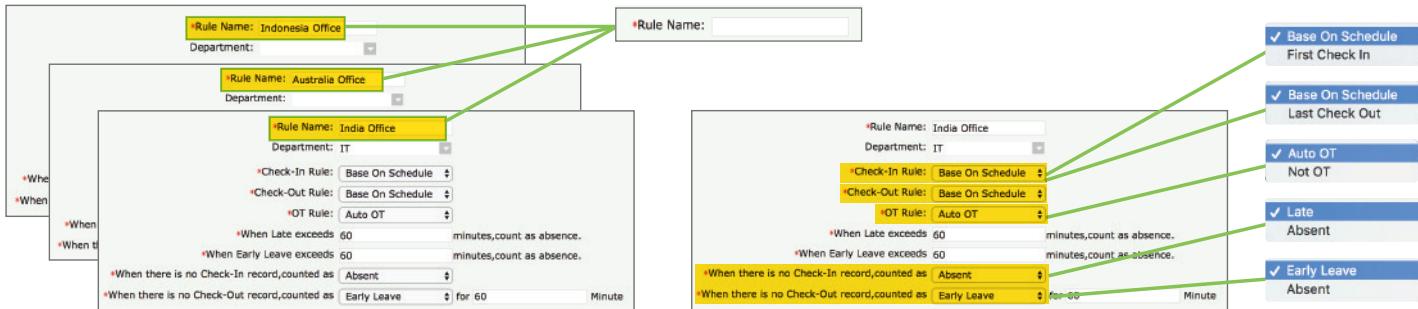
Basic attendance rules (Check-In Rule, Check-Out Rules, OT Rules)

Check-In Rule
Attendance calculation can based on either "Schedule" or "First Check In" to determine the Check in time of employees

Check-Out Rule
Attendance calculation can based on either "Schedule" or "Last check out" to determine the check out time of the employees

OT Rule
Overtime can be set to Auto OT, Not OT

Attendance Parameters
When there is no Check-In record, the result can be set as "Late" or "Absent"
When there is no Check-Out record, the result can counted as "Early Leave" or "Absent"

Australia Office Rules — Office Hour: 9:00am - 5:00pm

Check In : 10:00am Check Out : 5:10pm	Check In : N/A Check Out : 5:10pm	Check In : 9:00am Check Out : 5:10pm	Check In : 9:00am Check Out : 5:10pm	Check In : 9:00am Check Out : 5:10pm
LATE	ABSENT	On-Time	On-Time	On-Time

Indonesia Office Rules — Office Hour: 9:30am - 5:30pm

Check In : 11:00am Check Out : 5:30pm	Check In : 9:30am Check Out : 5:10pm	Check In : 9:30am Check Out : 5:30pm	Check In : 9:30am Check Out : 5:30pm	Check In : 9:30am Check Out : 5:30pm
LATE	EARLY LEAVE	On-Time	On-Time	On-Time

Check In : 8:00am
Check Out : 10:00pm

AUTO-OT
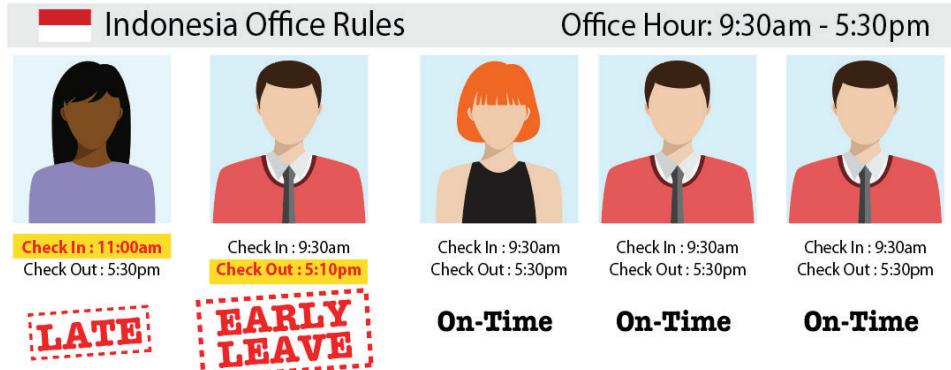
Web-Based Time Attendance Software

Users can access the centralized system anywhere by their web browser to remotely manage thousands of T&A terminals under complex network (WLAN).

Flexible Shift Scheduling and Auto Shift

Software adminstrator can assign flexible schedule which support cross-day timing to the employees.
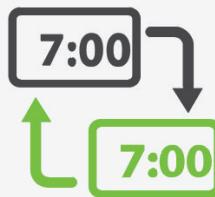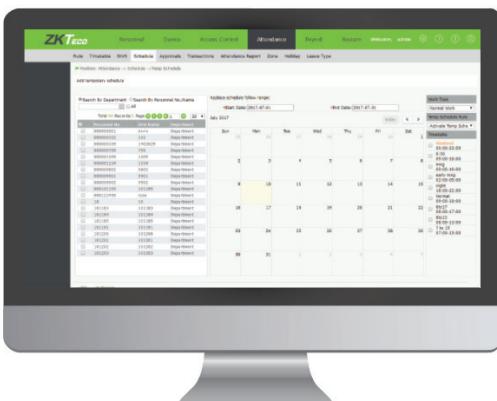
- Multiple Timetable
- Cross day (24 hours) shift
- Shift Cycle
- Auto shift
- Temporary Schedule

Embedded HR Integration

BioTime 7.0 is a platform which can be integrated with ERP and HR software to do synchronization using Middle table in these fields (Employee, Department, Area, Job).

![ZKTeco logo]

Auto-Synchronization of Palm, Face, Finger Vein, Fingerprint, and Card Templates

Automatically synchronizing the data between devices and server among the same "Area" to ensure the information are updated.

Device 1   Device 2

Device and Personnel in the same "Area" will keep data synchronization

Multiple Admin Privilege

Multiple admin can be set to manage different privilege in the software. Admin will get a list of employee's attendance including the number of lates and absences.

Admin 1   **Admin 2**   **Admin 3**   **Admin 4**
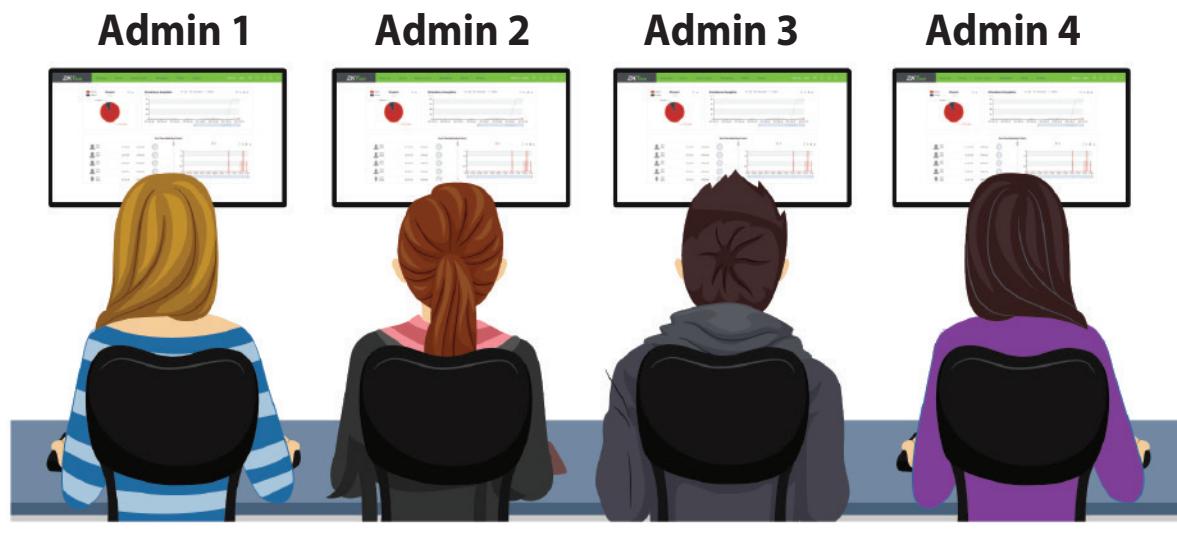
🇺🇸 USA   🇦🇺 Australia   🇫🇷 France   Indonesia
Office   Office   Office   Office

Simple Access Control Module

Simple access control module that can set up the access control settings on the time attendance devices.

Access Control Menu

Access Control
Access Control Options
Time Schedule
Holidays
Access Groups
Combined Verification
Duress Options

Employee Self-Service

Access login is provided for each employees to check their attendance. Employees can apply for online leave to approved by the manager or admin.

Employees can:
• Apply leave
• Apply manual punch
• Apply overtime
• Self Report Enquiry
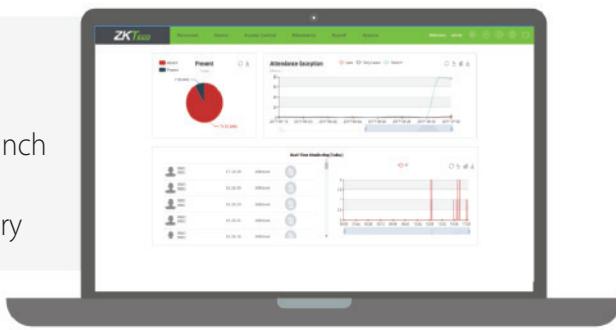
Real Time Data Transmission

The data from the inter-regional terminals can be monitored in real time and you can manage attendance, personnel, device, and payroll in one system.

Multi-Level Approvals and Automatic E-mail Alerts

Email notifications for the attendance exceptions and multi-level approvals.

Assistant Manager → **Manager** → **Senior Manager** → **General Manager**

APPROVED   APPROVED   APPROVED   REJECTED
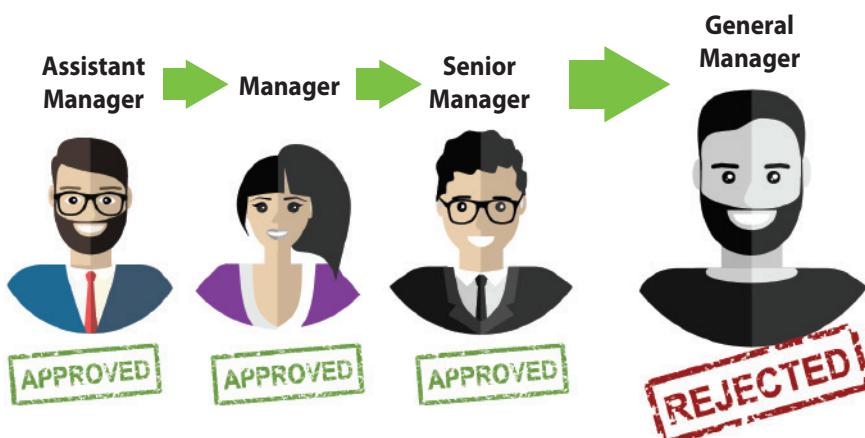
Leave or manual punches can be applied through BioTime.7.0, which can be approved by multi-level approvers who are set by hierarchal level.

E-mail notifications are sent to employees for attendance alerts in case of late, early leave, and absence.

Attendance Reports and Calculation

The attendance reports are calculated easily and can be exported in CSV, PDF, and XLS format.

Payroll Management

BioTime 7.0 is a platform designed to organize all the tasks of employee payment and generate salary reports. These tasks can include keeping track of hours, calculating salary, and overtime allowance.

Payroll Structure

- Salary Structure
- Salary Increment
- Allowance
- Expense
- Cash Advance
- Payroll Report

Payroll Formula

Users can use either defined or fixed formulas for the payroll calculation.

Payroll report export

The payroll and salary reports are calculated easily and can be exported in CSV, PDF, and XLS format

Report Format Customization

BioTime 7.0 provides some great instance to customize and build your own report format with the slelected fields which allows user to gain valuable insights from the tools.

Select the fields for the report layout

The selected items in the filed will be displayed in the report's column

Reports

Users can change the company logo to their own which can be shown in the generated reports.

SAMPLE REPORTS

Attendance Summary Report

												YOUR LOGO
				Attendance Summary								
				Date: From 01/05/2017 to 04/10/2017								
Personnel No.	First Name	Last Name	Department	Late	Early Leave	Absent	Late Times	Leave Early Times	Absence Times	Normal OT	Weekend OT	Holiday OT
1	Constance Gridley		Executive Director	0	00:15			1		00:00	00:00	00:00
2	Nelle Mcdermott		Executive Director	0	00:00	3			3	04:07	00:00	00:00
3	Lucy Land		Account	0	00:00	12			12	00:00	00:00	00:00
4	Karl Pillai		Admin	0.5	00:00		1			00:00	00:00	00:00
5	Dahlia Hole		Admin	0	00:00	4			4	00:00	00:00	00:00
6	Gay Dragon		Admin	0	00:00	1			1	00:00	00:00	00:00
7	Jenifer Ocasio		Executive Director	0	00:00	0			0	00:00	00:00	00:00
8	Marjorie Hoxie		Account	0	00:00	0			0	00:00	00:00	00:00
9	Machelle Stickle		Account	0	00:00	0			0	00:00	00:00	00:00
10	Sammie Rodriques		Finance	0	00:00	0			0	00:00	00:00	00:00
11	Woodrow Montana		Finance	0	00:00	0			0	00:00	00:00	00:00
12	Clarice Seppala		Human Resources	0	00:00	0			0	00:00	00:00	00:00
13	Elane Asbell		Human Resources	0	00:00	1			1	00:00	00:00	00:00
14	Leonor Flickinger		Executive Director	0	00:00	3			3	00:00	00:00	00:00
15	Sherley Purinton		Executive Director	0	00:00	3			3	00:00	00:00	00:00

Daily Attendance Report

																	YOUR LOGO
				Daily Attendance													
				Date: From 01/05/2017 to 07/05/2017													
Personnel No.	First Name	Last Name	Department	1	2	3	4	5	6	7	8	Late	Early Leave	Absent	Normal OT	Weekend OT	Holiday OT
1	Constance Gridley		Executive Director	A	A	A	A	A	A	8P	8P	0.0	00:00	6.0	00:00	00:00	00:00
2	Nelle Mcdermott		Executive Director	A	A	8P	8P	8P	8P	8P	8P	0.0	00:00	0.0	00:00	00:00	00:00
3	Lucy Land		Account	A	A	3H	8P	8P	8P	8P	8P	0.0	00:00	0.0	00:00	00:00	00:00
4	Karl Pillai		Admin	A	A	8P	8P	8P	8P	8P	8P	0.0	00:00	0.0	00:00	00:00	00:00
5	Dahlia Hole		Admin	A	A	3]	A	<	3H	3H	3H	0.0	00:00	0.0	00:00	00:00	00:00
6	Gay Dragon		Admin	A	A	A	A	>	8P	8P	8P	0.0	00:00	0.0	00:00	00:00	00:00
7	Jenifer Ocasio		Executive Director	A	A	A	A	A	A	A	A	0.0	00:00	8.0	00:00	00:00	00:00
8	Marjorie Hoxie		Account	<	8P	8P	<	8P	8P	8P	8P	1.0	01:20	0.0	00:00	00:00	00:00
9	Machelle Stickle		Account	A	A	A	A	A	A	A	A	0.0	00:00	0.0	00:00	00:00	00:00
10	Sammie Rodriques		Finance	10P	10P	10P	480V	10P	10P	10P	10P	0.0	00:00	0.0	00:00	00:00	00:00
11	Woodrow Montana		Finance	10P	10P	10P	10P	10P	10P	10P	10P	0.0	00:00	0.0	00:00	00:00	00:00
12	Clarice Seppala		Human Resources	10P	10P	10P	10P	10P	10P	10P	10P	0.0	00:00	0.0	00:00	00:00	00:00
13	Elane Asbell		Human Resources	10P	10P	10P	10P	10P	10P	10P	10P	0.0	00:00	0.0	00:00	00:00	00:00
14	Leonor Flickinger		Executive Director	10P	10P	10P	10P	10P	10P	10P	10P	0.0	00:00	0.0	00:00	00:00	00:00
15	Sherley Purinton		Executive Director	10P	10P	10P	10P	10P	10P	10P	10P	0	00:00	0.0	00:00	00:00	00:00

Time Card

Timecard											
Date: From 01/09/2017 to 01/10/2017											
Personnel No.	First Name	Last Name	Department	1	2	3	4	5	Sub Department	Date	Punch Times	Punch Time
1	Constance Gridley		Executive Director	Executive Director						2017-10-03	1	10:15(1)
1	Constance Gridley		Executive Director	Executive Director						2017-09-06	2	14:44(2)
1	Constance Gridley		Executive Director	Executive Director						2017-09-07	2	14:46(2)
2	Nelle Mcdermott		Executive Director	Executive Director						2017-09-10	2	14:45(2)
2	Nelle Mcdermott		Executive Director	Executive Director						2017-09-11	2	14:48(2)
3	Lucy Land		Account	Account						2017-09-14	2	14:39(2)
3	Lucy Land		Account	Account						2017-09-28	2	14:49(2)
3	Lucy Land		Account	Account						2017-10-01	3	06:00(2),14:52(1)

First In Last Out Report

First In Last Out							
Date: From 24/08/2017 to 28/09/2017							
Personnel No.	First Name	Last Name	Department	Date	First Check In	Last Check Out	Total Time
1	Constance Gridley		Executive Director	2017-08-24	09:06	10:06	01:01
2	Nelle Mcdermott		Executive Director	2017-08-28	14:30	15:30	01:01
3	Lucy Land		Account	2017-08-29	14:32	15:32	01:01
4	Karl Pillai		Admin	2017-09-06	14:44	15:44	01:01
5	Dahlia Hole		Admin	2017-09-07	14:46	15:46	01:01
6	Gay Dragon		Admin	2017-09-10	14:45	15:45	01:01
7	Jenifer Ocasio		Executive Director	2017-09-11	14:48	15:48	01:01
8	Marjorie Hoxie		Account	2017-09-14	14:39	15:39	01:01
9	Machelle Stickle		Account	2017-09-28	14:49	16:49	02:01

WPS Report

WPS Report									
Record Type	Person ID	Agent ID	Employee Account	Pay Start Date	Pay End Date	Days in Period	Salary	Variable Salary	Leave Days
EDR	1	703420114	AE77412373	2017/1/1	2017/1/30	30	8200	1000	1
EDR	2	703420114	AE65412374	2017/2/1	2017/2/6	6	2000	0	0
EDR	3	703420114	AE77412375	2017/10/25	2017/10/26	2	500	0	0
EDR	4	703420114	AE65412376	2017/1/15	2017/1/16	2	500	0	0
SCR	54789654	522789564	2017/12/1	1219	62017	4	11200	USD	0

Rotal TImecard Report

Total Timecard													
Date: From 01/09/2017 to 01/10/2017													
Personnel No.	First Name	Last Name	Date	Weekday	Timetable Name	Check-In Time	Check-Out Time	Total Time	Late	Early Leave	Absent	Total Time Worked	Normal OT
1	Constance Gridley		01/10/2017	Sunday	Normal	08:51	18:05	09:05			1	09:00	00:00
1	Constance Gridley		03/09/2017	Sunday	0900-1800	08:51	18:05	09:05			1	09:00	00:00
1	Constance Gridley		04/09/2017	Monday	General	08:51	18:05	09:05			1	09:00	00:00
4	Karl Pillai		05/09/2017	Tuesday	1800-0100	18:05	00:55	09:05	00:05	00:05	1	06:50	00:00
4	Karl Pillai		10/09/2017	Sunday	0900-1800	08:55	18:05	09:05			1	09:00	00:00
4	Karl Pillai		11/09/2017	Monday	0900-1800	08:52	18:05	09:05			1	09:00	00:00
4	Karl Pillai		12/09/2017	Tuesday	0900-1800	08:51	18:05	09:05			1	09:00	00:00
8	Marjorie Hoxie		17/09/2017	Sunday	0900-1800	08:55	18:05	09:05			1	09:00	00:00
8	Marjorie Hoxie		18/09/2017	Monday	0900-1800	08:52	18:05	09:05			1	09:00	00:00

BioTime 7.0

Web-Based Multi-Location Centralized Time Management System

- Web-Based Time Attendance Software
- Simple Access Control Module
- Payroll Management System and WPS Report
- Attendance Reports and Calculation
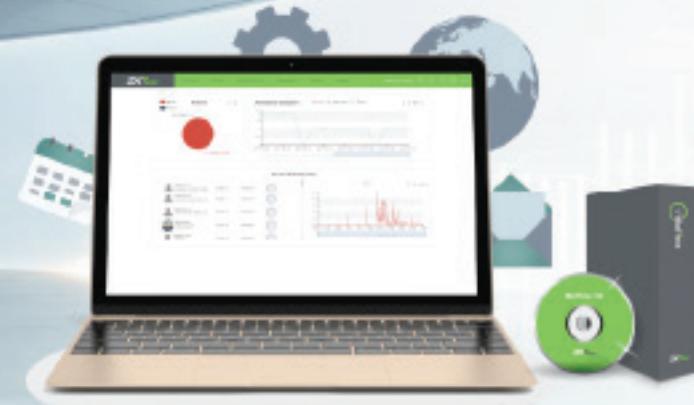
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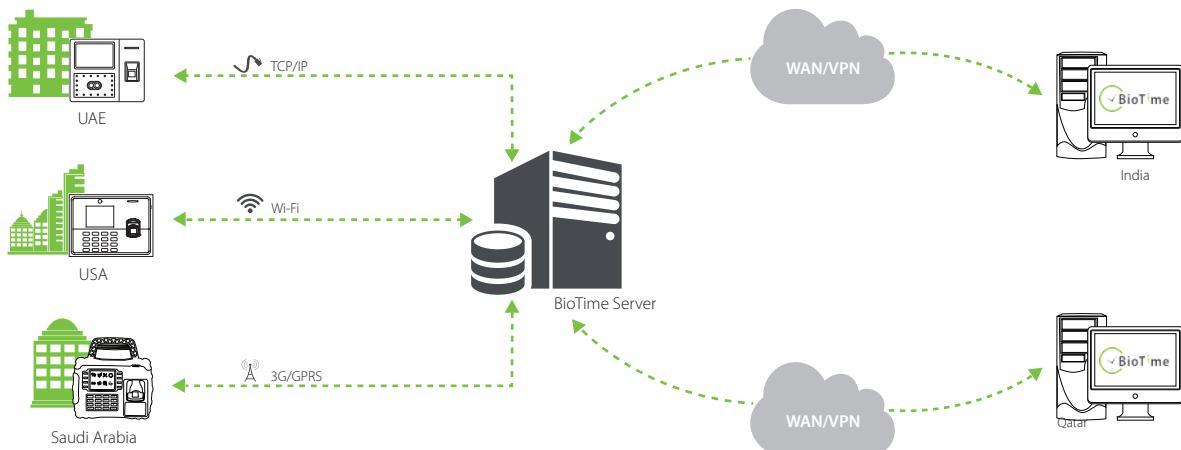
Software Specifications

System Architecture	Server/Browser
Device Capacity	500 Single Server
Database	MS SQL Server 2005/2008/2012/2014/2016 (Recommended) / MySQL/ Oracle 11g
Supported OS	Windows 7/8/8.1/10/ Server 2003/2008/2012/2014/2016 (64-bit)
Suggested Browsers	IE 11+/Firefox 27+/Chrome 33+
Monitor Resolution	1024 x 768 or Above

Hardware Requirements

Device	100	200	500+
CPU	Intel i3 Quad Core	Intel i5 Magny-Cours	Intel i7 Magny-Cours
RAM	4G	8G	16G
Storage	Available space of 100G or above. (We recommend using NTFS hard disk partition as the software installation directory.)		

G1

Fingerprint Time Attendance Terminal

Green Label

- Modern Design & Interactive UI
- Revolutionary SilkID Fingerprint Sensor
- Simple Management & Scalability
- Multiple Verification Modes:
- Fingerprint / Card / Password
- Outstanding Performance With Dry, Wet and Rough Fingers

G2

Fingerprint Time Attendance & Access Control Terminal

Green Label

- Modern Design & Interactive UI
- Revolutionary SilkID Fingerprint Sensor
- Simple Management & Scalability
- Multiple Verification Modes:
- Fingerprint / Card / Password
- Outstanding Performance With Dry, Wet and Rough Fingers

G3

Multi-Biometric Time Attendance & Access Control Terminal

Green Label

- Modern Design & Interactive UI
- Revolutionary SilkID Fingerprint Sensor
- Simple Management & Scalabilit
- Multiple Verification Modes: Face / Fingerprint / Card / Password
- Outstanding Performance With Dry, Wet and Rough Fingers

The Leader Of
Security And Time Management
Solution

| Fingerprint Recognition | Face Recognition | Palm Recognition | Finger Vein Recognition | Card Recognition |

To try the software click HERE
http://80.227.52.78:8080/accounts/login/
- Username: admin
- Password: admin