

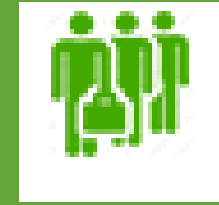
ZKTime Enterprise is een tijdregistratie, tijdmanagement toepassing die de registratie van stempelen en toegangen beheert door allerlei aanwezigheid te beheren.



---

*SQL-OPLOSSING GEÏNSTALLEERD OP UW PC OF UW SERVER  
DE COMPLETE TOOL VOOR UW WERKBEHEER!*

**HOROMECA SOLUTIONS**  
tel-fax +32 (0)2426 2026  
info@horomeca.com - www.horomeca.com



## Beheer van uw medewerkers

Staff management

< > 🔍 📁 + 🗑️ 📄 📅 ✕

Code	Name
00000001	Dee, Jhon
00000002	Smith, Jane
00000003	Thompson, Emily
00000004	Abbadie, Danielle
00000005	Jussieu, Victor
00000006	Minault, Alissa
00000007	Escribano, Juan

Data Profile Calendar Duty time Status Device info Remarks

### Employee data

Code: 00000002 Card:

Name:

Last name:

Doc. Number:  Date of birth: 13/06/2017

Address:  Zip code:

Province:  Town:

Phone:  Cell phone:

E-Mail:

Calendar: 00000000 - General Profile: 00000000 - General

Workday: 0001 - Common  Has night shift

Rate 1:  Rate 2:  Rate 3:  Rate 4:  Rate 5:

Department: 00001 - 1 Center: 00001 - 1

Employee in charge:

- ❑ Individueel dossier met kalender en persoonlijk profiel (uren, afronding, betaling, vakantie)
- ❑ Opslag van badges, vingerafdrukken en gezichten van medewerkers voor herkenning bij onze terminals
- ❑ Medewerkers import met CSV
- ❑ Afdelingen en Centra om uw medewerkers te organiseren
- ❑ Manager verantwoordelijke voor team-management



## Beheer van algemene en persoonlijke kalenders

- Algemene agenda's kunnen voor elke werknemer worden gedefinieerd en vervolgens gepersonaliseerd
- Beheer en planning van afwezigheden (bladeren, ziekten, reizen)
- Mogelijkheid om algemene kalenders voor verschillende teams te definiëren (verschillende feestdagen, jaarlijkse vakanties van bepaalde afdelingen, enz.)

**HOROMECA SOLUTIONS**  
tel-fax +32 (0)2426 2026  
info@horomeca.com - www.horomeca.com

The screenshot displays the HOROMECA software interface for calendar management. At the top, it shows company information: "Company: 001 - Default", "From: All", "To: None", "Issue date: 13/06/2017", and "Issue time: 19:54:59". Below this is a header for "00000000 - General" and a calendar for the year 2017. The main interface is divided into several sections:

- Calendrier annuel:** A window titled "Calendrier annuel" with "Options" for "Employé:" (dropdown), "Calendriers:" (dropdown set to "000000001 - Général"), and "Année:" (dropdown set to "2017"). It includes an "Actualiser" button. Below the options is a monthly calendar grid for 2017.
- Information du calendrier:** A window titled "Information du calendrier" showing "Mois: Mai" and "Année: 2018". It features a calendar grid for May 2018 with a red box around the 24th. To the right, there are dropdown menus for "Type de journée:", "Variante:" (set to "Acune"), "Incidence:" (set to "Acune"), and "Horaire:" (set to "Aucun"). A "Commentaire:" text area is also present. At the bottom of this window are three buttons: "Générer incidence entre dates", "Nettoyer jours sélectionnés", and "Appliquer les modifications à la sélection".
- Légende:** A legend at the bottom left showing "Incidences" (blue square), "Variantes" (yellow square), "Férial" (light blue square), "journée de" (yellow square), "Samedi" (pink square), and "Dimanche" (red square).



## Schema beheer

Workday management

< > | Save | + | Trash | X

Code	Description
0001	Common
0002	Weekend

Date | Variants | Payroll | Events | Obligatory time | Roundings

### Workday info

Code:

Description:

### Workday type

Day shift  Extend workday until matching punches outside the workday

Night shift

Rotating shift

### First session

Early entry limit:  Late entry limit:  Session start:

Early exit limit:  Late exit limit:  Session end:

First session total time:

### Second session

Early entry limit:  Late entry limit:  Session start:

Early exit limit:  Late exit limit:  Session end:

Second session total time:

### Workday limits

Workday begins:  Workday ends:

- ❑ Beheer van dag, nacht- en ploeg roosters
- ❑ Automatische toewijzing van roosters volgens stempelen
- ❑ Automatische aftrek van pauzes
- ❑ Afronding op in- en uitgangstijden
- ❑ Beheer van afwijkingen



# Stempelen beheer

- ❑ Afronding van stempelen, beheer van automatische pauzes en evenementen
- ❑ Correctie van oneven stempelen (invoer zonder uitvoer en vice versa)
- ❑ Individueel stempelen toevoegen, wijzigen en verwijderen.
- ❑ Late aankomst en vroeg vertrek

**HOROMECA SOLUTIONS**  
tel-fax +32 (0)2426 2026  
info@horomeca.com - www.horomeca.com

The screenshot displays two overlapping windows from the Horomeca software. The top window, titled 'Corriger entrées sans sortie', has two tabs: 'Dates de valeur avec pointages impairs' and 'Réparer sorties manquantes'. The 'Réparer sorties manquantes' tab is active, showing a table with columns: 'Date réelle', 'Heure', 'Incidence', 'Date de valeur', and 'Horaire'. The bottom window, titled 'Punches of the day', is in 'View/Report configuration' mode. It features several dropdown menus for 'Centro', 'Departamento', 'Order by', 'Event', and 'Workday', and a date selector set to '13/06/2017'. There are radio buttons for 'All employees', 'Out at the time', 'In at the time', 'Late arrivals', and 'Absent employees'. A 'Generate report' button is visible. Below the configuration is a table with columns: 'Code', 'Name', 'First', 'Late', 'Abs', 'Second', 'Late', 'Abs', 'Workday/Event', 'Status', and 'Last punch'. The table lists several employees, with some highlighted in red to indicate issues. A 'Close' button is at the bottom right.

Code	Name	First	Late	Abs	Second	Late	Abs	Workday/Event	Status	Last punch
00000...	Doe, John	09:01			16:10	00h 10mi...		0000-General	In	
00000...	Smith, Jane	08:57			16:10	00h 10mi...		0000-General	Out	
00000...	Thompson, Emily	08:53					x	0000-General	Out	
00000...	Abbadie, Danielle	09:10	09h 10mi...				x	0000-General	Out	
00000...	Jussieu, Victoire	08:58					x	0000-General	Out	
00000...	Hinault, Alissa	08:58					x	0000-General	Out	
00000...	Rossi, Anabela			x				S004-Ausencia injustific...	Out	
00000...	Adamo, Francisca			x				S004-Ausencia injustific...	Out	
00000...	Gabrielli, Natale			x				S004-Ausencia injustific...	Out	
00000...	Escribano, Juan			x				S004-Ausencia injustific...	Out	



# Rapporten

Liste des temps et coûts

Type de rapport: Liste des temps et de coûts

Titre: Liste des temps et de coûts

De employé: Tous

Jusqu'à employé: Aucun

Département: Tous

Grouper par: Journali

De date: 01/05/2

Page par employé  
 Afficher la valorisation pour  
 Montrer jours non-ouvrables

Titre du rapport

Test rapport simplifié

Rapport de pointage détaillé

Rapport H SUPP

**Events and payroll with punches report**

From: All To: None  
From day: 01/06/2017 To day: 30/06/2017  
Company: 001 - Default  
Departamento: All Issue date: 13/06/2017  
Centro: All Issue time: 19:46:15

Date	Workday/Event	Trabajo	Attendance total	Duty time	Normal	Extra	Hour average
► 000000001 - John Doe							
01/06/2017 (Th)	S004 - Ausencia injustificada			08:00			08:00
02/06/2017 (Fr)	0000 - General	07:42	07:42	08:00	07:42		00:18
Punches: 09:04 - 14:00 15:13 - 17:59							
05/06/2017 (Mo)	0000 - General	07:05	07:05	08:00	07:05		00:55
Punches: 08:53 - 13:55 15:48 - 17:51							
06/06/2017 (Tu)	0000 - General	06:57	06:57	08:00	06:57		01:03
Punches: 09:02 - 13:59 15:58 - 17:58							
07/06/2017 (We)	0000 - General	07:05	07:05	08:00	07:05		00:55
Punches: 09:03 - 13:56 15:48 - 18:00							
08/06/2017 (Th)	0000 - General	07:22	07:22	08:00	07:22		00:38
Punches: 08:52 - 13:58 15:53 - 18:09							
09/06/2017 (Fr)	0000 - General	07:27	07:27	08:00	07:27		00:33
Punches: 08:58 - 13:53 15:26 - 17:58							
12/06/2017 (Mo)	0000 - General	07:46	07:46	08:00	07:46		00:14
Punches: 09:02 - 14:04 15:16 - 18:00							
13/06/2017 (Tu)	0000 - General	04:55	04:55	08:00	04:55		03:05
Punches: 09:01 - 13:56 16:10 - Missing exit							

Page 1 of 10

- ❑ Créeer gepersonaliseerde rapporten op basis van uw behoeften
- ❑ Exporteer stempelen in Excel, Word, PDF, HTML en TXT-format
- ❑ Bijzondere formules aanpassen de rapportagemogelijkheden
- ❑ Automatische verzending van rapporten per e-mail
- ❑ Auditlogboek met geschiedenis van door gebruikers aangebrachte wijzigingen





Personeelsbeheer, schema's, kalenders, stempelen en rapporten



Gebruiksvriendelijk en bespaart geld voor uw bedrijf



Toegangscontrole module



Meertalig



### ZKTime Enterprise requirements

Supported OS	Windows XP/2000/Vista/7/8/10
Processor	800 MHz
Hard disk	100MB free space
Monitor Resolution	1024 x 768 px
Database	MySQL, SQL Server and Oracle
Other	Microsoft Framework .NET 4.0 or higher