

Electronic system for recording employee time and attendance, and access control - System Expert 2.0

System Expert 2.0 is a multi-module solution that provides advanced functions for recording time and attendance, and access control, which was designed and developed by Generix, a company from Cracow. The modularity of the system makes it possible to tailor the functionality of the system to the needs of a particular customer.

1. **Time and Attendance Registration Module - Time Expert 2.0** is an advanced software solution that allows monitoring of working time in the case of employees working in different working time systems (*set work times, e.g. 8:00 -16:00, task-based work plans 8h between 8:00-19:00, working in shifts 6:00/14:00/22:00, equivalent working time*). Planning working hours individually for each employee is performed from a number of levels within the program in a very simple and intuitive manner. Properly constructed work time plans make it possible to later inspect the working time of each employee with the following specified:
 - hours of attendance
 - hours of work
 - paid and unpaid breaks
 - hours of work outside of the company's premises (one-day business trip)
 - hours of work at night (employees working at night are entitled to an extra 20%)
 - hours of work on public holidays (employees working in health services are entitled to a supplement)
 - overtime 50%
 - overtime 100%
 - tardiness
 - balance of hours scheduled and worked (for an equivalent working time system)

Time Expert 2.0.54 - [Administrator]

14 sierpnia 2012
14:12:13

Plan pracy

Grupa

Data

☐ Pokaż cały rok

Pracownik	Praca	Niec...	Wolne	1 śro	2 czw	3 pią	4 sob	5 nie	6 pon	7 wto	8 śro	9 czw	10 pią	11 sob	12 nie	13 pon	14 śro	15 czw	16 pią	17 sob	18 nie	19 pon	20 wto
Komorowski Adam	20 160:00	1	8	6:00 17:00 8:00	U.W. 6:00 8:00	6:00 17:00 8:00			6:00 17:00 8:00	6:00 17:00 8:00	6:00 17:00 8:00	6:00 17:00 8:00	6:00 17:00 8:00				6:00 17:00 8:00	6:00 17:00 8:00	6:00 17:00 8:00	6:00 17:00 8:00		6:00 17:00 8:00	
Karczan Jerzy	15 120:00		14	6:00 17:00 8:00	6:00 17:00 8:00	6:00 17:00 8:00			6:00 17:00 8:00	6:00 17:00 8:00	6:00 17:00 8:00	6:00 17:00 8:00					6:00 17:00 8:00	6:00 17:00 8:00	6:00 17:00 8:00	6:00 17:00 8:00		6:00 17:00 8:00	
Mamula Grazyna	20 160:00	1	8	6:00 17:00 8:00	6:00 17:00 8:00	6:00 17:00 8:00			6:00 17:00 8:00	6:00 17:00 8:00	6:00 17:00 8:00	6:00 17:00 8:00	6:00 17:00 8:00				6:00 17:00 8:00	6:00 17:00 8:00	6:00 17:00 8:00	U.W. 6:00 8:00		6:00 17:00 8:00	
Marzec Przemysław	20 160:00	1	8	6:00 17:00 8:00	6:00 17:00 8:00	6:00 17:00 8:00			6:00 17:00 8:00	6:00 17:00 8:00	6:00 17:00 8:00	6:00 17:00 8:00	6:00 17:00 8:00				6:00 17:00 8:00	6:00 17:00 8:00	6:00 17:00 8:00	6:00 17:00 8:00		6:00 17:00 8:00	
Patyk Zbigniew	10 80:00	1	18	6:00 17:00 8:00	6:00 17:00 8:00	6:00 17:00 8:00			6:00 17:00 8:00	6:00 17:00 8:00	6:00 17:00 8:00	6:00 17:00 8:00					6:00 17:00 8:00	6:00 17:00 8:00				6:00 17:00 8:00	
Reda Grzegorz	19 152:00	2	8	6:00 17:00 8:00	6:00 17:00 8:00	6:00 17:00 8:00			6:00 17:00 8:00	6:00 17:00 8:00	6:00 17:00 8:00	6:00 17:00 8:00	6:00 17:00 8:00				6:00 17:00 8:00	6:00 17:00 8:00	U.W. 6:00 8:00	6:00 17:00 8:00		6:00 17:00 8:00	
Skowronek Piotr	20 160:00	1	8	6:00 17:00 8:00	6:00 17:00 8:00	6:00 17:00 8:00			6:00 17:00 8:00	6:00 17:00 8:00	6:00 17:00 8:00	6:00 17:00 8:00	6:00 17:00 8:00				6:00 17:00 8:00	6:00 17:00 8:00	6:00 17:00 8:00	6:00 17:00 8:00		6:00 17:00 8:00	
Sowa Jakub	20 160:00	1	8	7:30 15:30 8:00	7:30 15:30 8:00	7:30 15:30 8:00			6:00 16:00 8:00	6:00 16:00 8:00	6:00 16:00 8:00	6:00 16:00 8:00	6:00 16:00 8:00				6:00 16:00 8:00	U.W. 6:00 8:00	6:00 16:00 8:00	6:00 16:00 8:00		6:00 16:00 8:00	
Liczba pracujących				15	13	12			15	11	15	13	9				11	13	13	12		15	

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Time Expert 2.0 is a multi-user platform based on an SQL database that allows simultaneous operations to be performed by multiple people monitoring the working time of personnel belonging to assigned groups, to which they are granted access by the system administrator. Aside from assigning access rights to particular groups to the program's users, the Administrator also determines the privileges to perform certain tasks within the program (*registration adjustment, working time planning, identification card management and employee database management*). Any registration adjustment performed by an operator in the program is signed with his or her login, so the administrator has control over operations performed in the program.

Time Expert 2.0 has a function for monitoring overtime and “undertime”, working below the set amount of hours. The state of “calculated working hours” for an employee is visible in the balance column. When the value is negative, it means an employee has been working too little, when it is positive it indicates that the employee worked overtime in relation to the standard working hours set for him or her. This is a very clear and convenient form of controlling hours worked.

Time Expert 2.0.63 - (wersja trial) - [Administrator]

6 maja 2013 16:57:44

Report pracownika

Grupa: -Dowolna- Okres: Miesięczny Od: 2009-04-01 Do: 2009-04-30 Przelicz Do korekty

Pracownik: Chechło Karolina

Data	Plan dzienny	Norma	Węście	Wyście	Obecność	Praca	Służbowe	Przerwa	Spóźnienia	50%	100%	Noce	Odpraco...	Specjalne	Praca w św.	Bilans
2009-04-01 : Śr	6:00 - 17:00	8:00	7:00	15:09	8:09	8:00										-0:01
2009-04-02 : Cz	6:00 - 17:00	8:00	7:11	15:10	7:59	7:59										-0:01
2009-04-03 : Pt	6:00 - 17:00	8:00	6:58	15:04	8:06	8:00										-0:01
2009-04-04 : So																-0:01
2009-04-05 : N																-0:01
2009-04-06 : Pn	6:00 - 17:00	8:00	6:59	15:04	8:05	8:00										-0:01
2009-04-07 : Wt	6:00 - 17:00	8:00	6:59	15:14	8:15	8:00			0:15							-0:14
2009-04-08 : Śr	6:00 - 17:00	8:00	6:59	14:35	7:36	7:36										-0:10
2009-04-09 : Cz	6:00 - 17:00	8:00	6:59	15:10	8:11	8:00										-0:10
			6:57	14:05	7:08	7:08										
			14:05	14:57			0:52									
2009-04-10 : Pt	6:00 - 17:00	8:00	6:57	14:57	7:08	8:00	0:52									-0:10
2009-04-11 : So																-0:10
2009-04-12 : N																-0:10
2009-04-13 : Pn	Święto															-0:10
2009-04-14 : Wt	6:00 - 17:00	8:00	6:58	14:40	7:42	7:42										-0:28
2009-04-15 : Śr	6:00 - 17:00	8:00	6:58	14:40	7:42	7:42										-0:46
2009-04-16 : Cz	6:00 - 17:00	8:00	7:00	15:10	8:10	8:00										-0:46
2009-04-17 : Pt	6:00 - 17:00	8:00	6:58	15:10	8:12	8:00										-0:46
2009-04-18 : So																-0:46
2009-04-19 : N																-0:46
2009-04-20 : Pn	6:00 - 17:00	8:00	6:58	15:12	8:14	8:00										-0:46
2009-04-21 : Wt	6:00 - 17:00	8:00	7:01	14:37	7:36	7:36										-1:10
2009-04-22 : Śr	6:00 - 17:00	8:00	7:12	15:11	7:59	7:59										-1:11
2009-04-23 : Cz	Urlop wypoczynkowy	8:00				8:00										-1:11
2009-04-24 : Pt	Urlop wypoczynkowy	8:00				8:00										-1:11
2009-04-25 : So																-1:11
2009-04-26 : N																-1:11
2009-04-27 : Pn	6:00 - 17:00	8:00	6:59	15:10	8:11	8:00										-1:11
2009-04-28 : Wt	6:00 - 17:00	8:00	6:58	17:12	10:14	8:00										1:03
2009-04-29 : Śr	6:00 - 17:00	8:00	7:01	14:36	7:35	7:35										0:38
2009-04-30 : Cz	6:00 - 17:00	8:00	6:59	13:03	6:04	6:04										-1:18
Podsumowanie		168:00		151:08	164:...	0:52			2:29							-1:18

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Time Expert 2.0 users can to a large extent configure the program to suit their needs. This is accomplished through a reasons of absence wizard (*where one can define reasons for absence without additional aid*), print-out wizard (*allowing almost any design of prints, choice and order of columns, addition of custom descriptions*), as well as a very easy and flexible working time plan wizard. Time Expert 2.0 is a solution that has been designed from the very beginning for and with the participation of people managing staff in large businesses and offices, who actively participated in the design of the system during its creation and in the subsequent testing.

The creators of Time Expert 2.0 have put an emphasis on intuitiveness, almost eliminating the need for a manual (*which is available at any time from within the program*).

Time Expert 2.0.54 - [Administrator]

14 sierpnia 2012 14:14:09

Bilans pracy

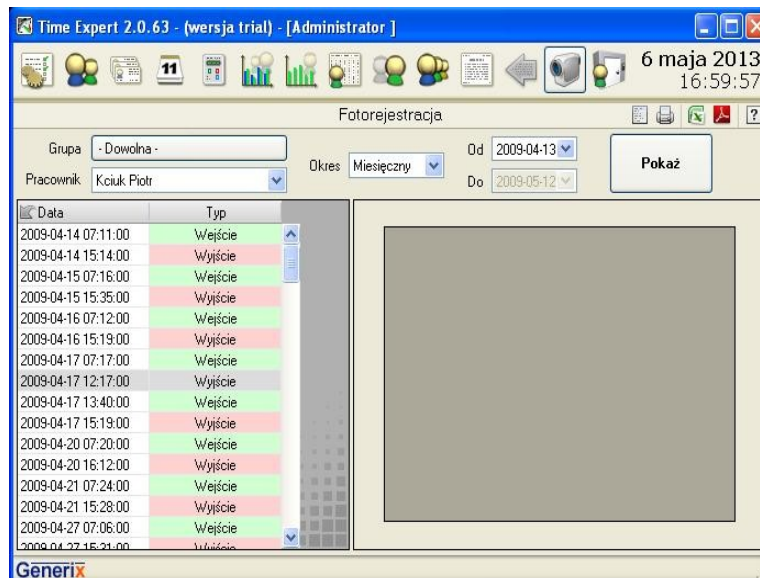
Karta pracy Bilans pracy Bilans nieobecności

Grupa: Produkcja TW Data: Kwiecień 2009 Przelicz

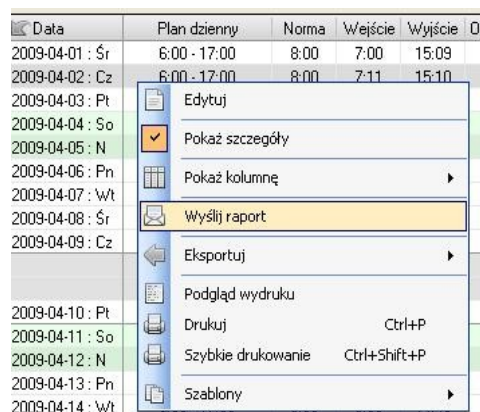
Pracownik	Obec.	Nieo...	1 śro	2 czw	3 pią	4 sob	5 nie	6 pon	7 wto	8 śro	9 czw	10 pią	11 sob	12 nie	13 pon	14 wto	15 śro	16 czw	17 pią	18 sob	19 nie	20 pon
Chechło Karolina	19	2	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Dykowski Michał	18		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Dubik Marek	14	7	✓	✓	D			✓	✓	✓	UWP	UWP			UWP	✓	✓	✓	✓	✓	✓	✓
Grabczyk Piotr	19	2	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Kamark Helena	9		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Konarski Adam	20	1	✓	✓	UWP			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Korczak Jerzy	15		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Mamula Grazyna	20	1	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	UWP	✓	✓	✓
Marciniak Przemysław	20	1	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Paliński Zbigniew	10	1	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Reda Grzegorz	19	2	✓	✓	✓	✓	✓	✓	✓	D	✓	✓	✓	✓	✓	✓	✓	✓	UWP	✓	✓	✓
Skowronek Piotr	20	1	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Sowa Jakub	20	1	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	UWP	✓	✓	✓
Silwa Jolanta	18	3	✓	✓	✓	✓	✓	✓	✓	✓	UWP	UWP			UWP	✓	✓	✓	✓	✓	✓	✓
Świder Piotr	18	3	✓	✓	UWP	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	UWP	✓	✓	✓
Wójcicki Michał	15	6	✓	✓	D			✓	✓	✓	UWP	✓			✓	✓	✓	✓	✓	✓	✓	✓
Liczba obecnych			15	13	12			15	11	15	13	9			11	13	13	12				

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2. **Photo registration** - this is an additional module for Time Expert 2.0 which uses IP cameras to take a picture at the moment of registration of an employee's card in a reader. These images are shown in a special tab in Time Expert 2.0, along with information about the registration (when was it performed and whose card it was). This function makes it possible to check whether employees are not signing in for somebody else. In a situation where using biometrics is forbidden by law in Poland, this is the only effective solution of this type.

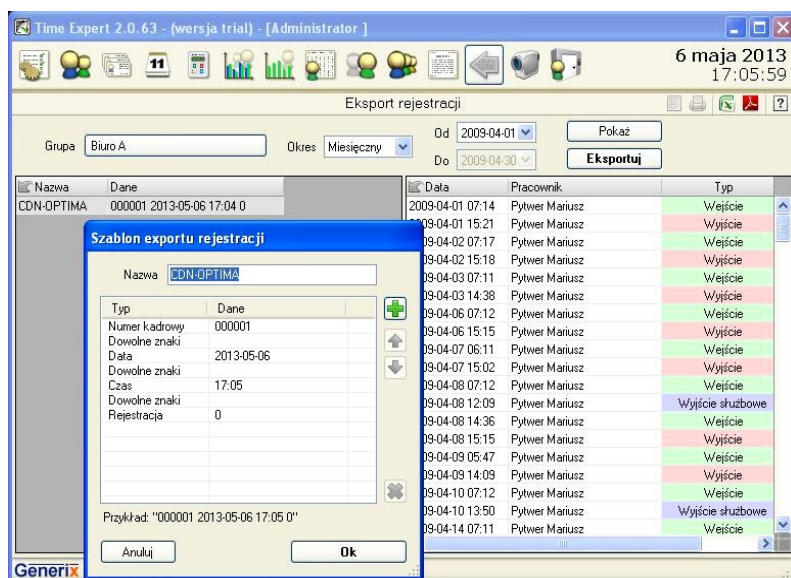


3. **E-mail module** - makes it possible to send employees their working time reports in the form of pdf files directly from within the program to their mailboxes. The function works using the “print” option, but with “send e-mail report” selected.

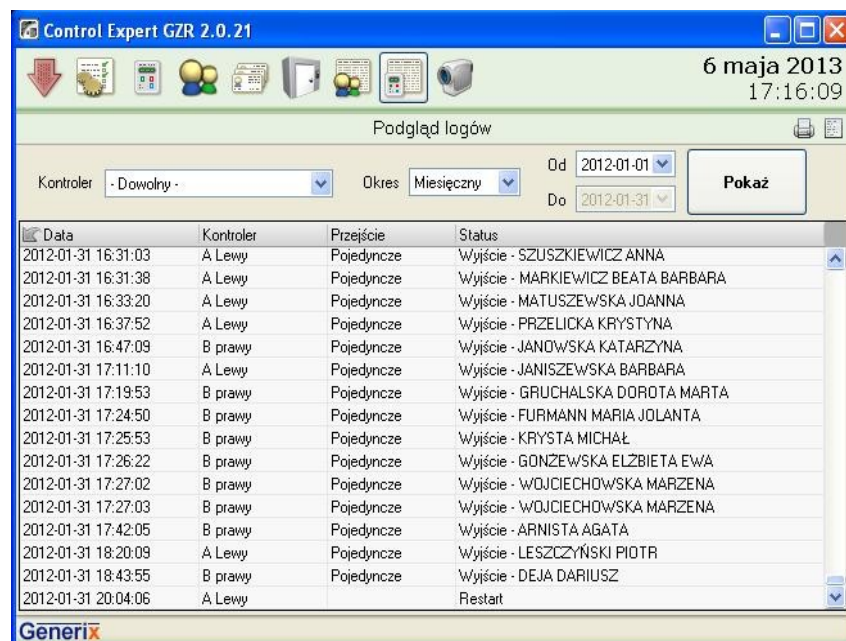


4. **Employee module** - View Expert - a program module dedicated to the employees themselves, allowing them to view only their own registrations and reports. Employees gain access to their data when they correctly log in.

5. Data export module - allows stored working time registration data to be transferred to external personnel and payroll programs. It has a special generator for the record format used for the transfer of this data, so it can work with virtually any external program that supports importing of such registrations.



6. Access Control Module - Control Expert 2.0 is a solution for facility access management. It is used to assign and take away employee access rights to facilities, allowing certain passages to be permanently open during set times (*outside of this period access is possible only for persons with access privileges for a particular passage*). Built-in reporting options allow the access history to be viewed at any time, with on-line viewing of traffic also possible.



The module can be used to integrate data from up to 256 multi-pass controllers with which it communicates on the basis of IP addresses. The communication process can be conducted as an “application”, requiring Control Expert 2.0 to be started, or as a system service, which makes it possible to close the program and log off from the server while maintaining continuous communication with controllers at the facility.

Karta	B prawy Pojedyncze	B Karty Pojedyncze	B Lewy Pojedyncze	A Lewy Pojedyncze	A Prawy Pojedyncze
011 - ZABKIEWICZ PAULIN...	✓	✓	✓	✓	✓
012 - SMOLAŃSKA MIROSŁ...	✓	✓	✓	✓	✓
013 - CIUPAK ANNA GRAZY...	✓	✓	✓	✓	✓
014 - PRZYGODZKA IZABEL...	✓	✓	✓	✓	✓
015 - SZYSZKO JAN	✓	✓	✓	✓	✓
016 - ZAJDEL MIROSŁAW	✓	✓	✓	✓	✓
017 - WOJNOWSKI PAWEŁ	✓	✓	✓	✓	✓
018 - GAJDA ANNA	✓	✓	✓	✓	✓
020 - CHOMONT MIRELA	✓	✓	✓	✓	✓
021 - KOWALCZYK AGNIES...	✓	✓	✓	✓	✓
022 - TYMOSZUK LEWAND...	✓	✓	✓	✓	✓
023 - BIERON GRZEGORZ	✓	✓	✓	✓	✓
025 - PSZCZOŁIŃSKA IZAB...	✓	✓	✓	✓	✓
026 - DULĘBA BARBARA	✓	✓	✓	✓	✓
027 - SOB CZAK JAROSŁAW	✓	✓	✓	✓	✓
028 - BUDNIAK MAŁGORZA...	✓	✓	✓	✓	✓
029 - BIŃCZYK-MACZULSK...	✓	✓	✓	✓	✓

7. **Porter module** - installed on a computer for security personnel at the entrance to the facility. At the moment a card is brought closer to an access control/working time reader, the monitor immediately displays a photo (from a master database) of the card's owner. Thanks to this, the porter has the ability to check whether a card is not used by a third party.

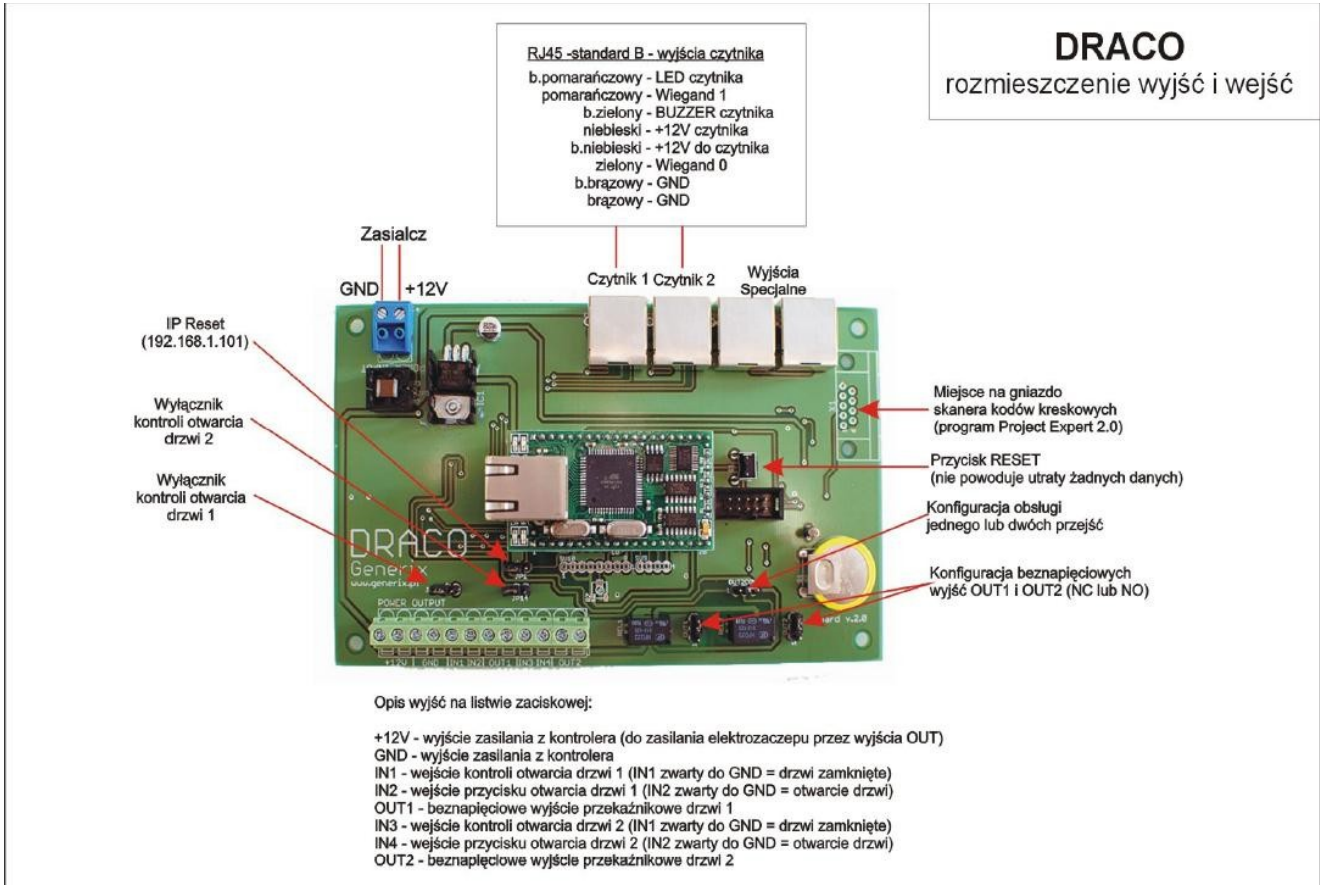
This module also works perfectly as part of a system for monitoring the issuing of keys by porters. An employee asks a porter for a key and brings his or her card closer to the reader. The porter sees a picture of the person on the screen and a description (keys to which rooms is this person allowed to take). In addition, the database registers who took a key to a room.

8. **GZR Reader** – is a solution employed in the case of a customer using a GZR01 working time reader installed in a remote location with which there is no permanent Internet connection. GZR Reader makes it possible to download registrations locally and send them as a file via e-mail to the headquarters, where the data is imported manually into Time Expert 2.0.

IP	Opis
192.168.1.12	Czytnik GZR 1
192.168.1.14	Czytnik GZR 2

System Expert 2.0 also includes equipment manufactured and supplied by Generix.

DRACO IP or **GZRW IP** controllers are two-passage (*two two-way passages*) IP-based controllers offering support for any card readers using the Wiegand 26 or 44 protocols for communication with cards, as well as input devices with a numeric keypad (*it is possible to assign individual door opening codes to particular people*).



These could be card readers from such companies as: UNIQUE, MIFARE, HID, BOSCH, GE.



They have one door control NO/NC output, an input for a door opening button and an input for door closure monitoring (in case a door is left open, a buzzer sounds in the readers and the system registers a “failure to close door”). The controller can keep 33 000 registrations in memory. It is managed from Control Expert 2.0 or through a TELNET console.

GZR01 IP reader for working time registration - this is a device dedicated to recording working time. It has a display showing the current date, time and mode of the device (*entry, exit, one-day business trip*), which can be adjusted using the three function keys on the front, under the display.



GZR01 readers and DRACO, GZRW controllers can operate as one integrated system.

Currently, the **MG6 IP** controller, capable of handling up to six two-way passages, is in the final stages of development. It is scheduled to be brought to market in July 2013.