io SOLUTIONS

A subsidiary of Trainnow.net LLC

phone 1.206.780.5651   sales@io-solutions.com

software solutions

product

eTimeTool^sm

For Schools, Cities, Counties, State, and Business

description

eTimeTool^sm is a internet-delivered and hosted Time Collection and Management System. The low-cost monthly-subscription pricing model is perfect for small or large organizations.

Employee time is entered with an easy-to-use graphical calendar interface and the time records are securely stored. Time can be entered from work, home, or any internet-connected computer. There is no software or hardware investment and your organization can be up and running almost overnight. **eTimeTool**^sm can also be integrated with your current or future payroll system. Call Today!

user features

ADMINISTRATORS, SUPERVISORS, AND PAYROLL

Add, Edit, Remove:
- Time Categories
- Departments
- Locations
- Users and Passwords
- Projects
- Special Dates
- Pay Period and Start Day for Period
- Miscellaneous Information Fields

Supervisor can:
- Approve or reject employee submitted time prior to payroll processing
- Ability to lock and unlock time records

Reports Options:
- Request, Sort, View, Print and Export Data for use with your existing payroll system.
- Sort by Pay Period, Project, Time Category, Department, Location, or User
- Ability to unlock time records

Payroll System Integration:
- Time records can be automated for integration with most payroll systems

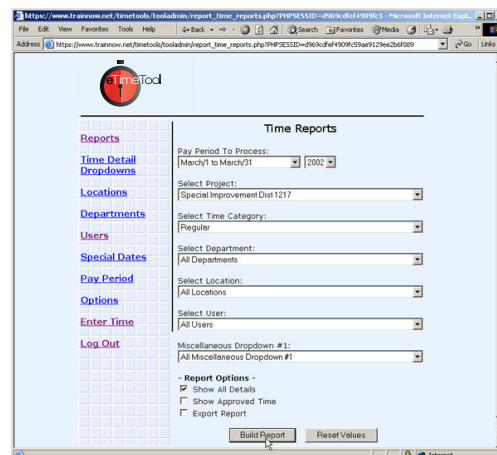### EMPLOYEES

Setup Typical Work Day Template:
- Typical Hours Worked
- Typical Project
- Typical Time Category

Add, Edit, Remove, or View hours worked:
- Directly Enter Time with an easy-to-use graphical calendar format
- Enter description of hours worked if needed

Application Screens

For more information contact your authorized IO Solutions Representative or

Call 1.206.780.5651

sales@io-solutions.com | 9141 NE Salmon Run Ln | Bainbridge Island, WA