



Workforce Management - Timekeeping

April 2020



Workforce Management Suite

Key Message

Workforce Ready Workforce Management Suite is designed to help drive business outcomes by engaging employees, controlling labor costs, increasing productivity, and minimizing compliance risk.

Why Workforce Management

Unlike other full-suite HCM solutions, Kronos relies on over 40 years of experience in the workforce management space to deliver the foundation of our unified solution for HR, time, and payroll.

What's Included

- Timekeeping
- Absence & Leave Management
- Scheduling
- Accruals Management
- Attestation
- ACA Manager



Solution Overview



Full Suite



HR Suite



WFM Suite



Payroll Suite



Hardware

Setting up the Conversation

Customer Challenge	WFR Capability	Customer Outcome
Inability to get insight into costly labor issues such as excessive overtime, absenteeism, and time-theft	Real-time reports, analytics, and notifications	Understand your true labor costs and proactively address costly issues
Manual processes causing errors and inaccuracies, inability to track or correct missing punches and time card changes	Mobile-friendly employee self-service, multiple data collection options, real-time reports and analytics	Streamline processes, increase accuracy, and better align staffing with operational goals
Difficulty keeping up with increasing complexity and regulations	Exceptions notifications, flexible pay rules	Increase compliance and reduce compliance penalties

Timekeeping

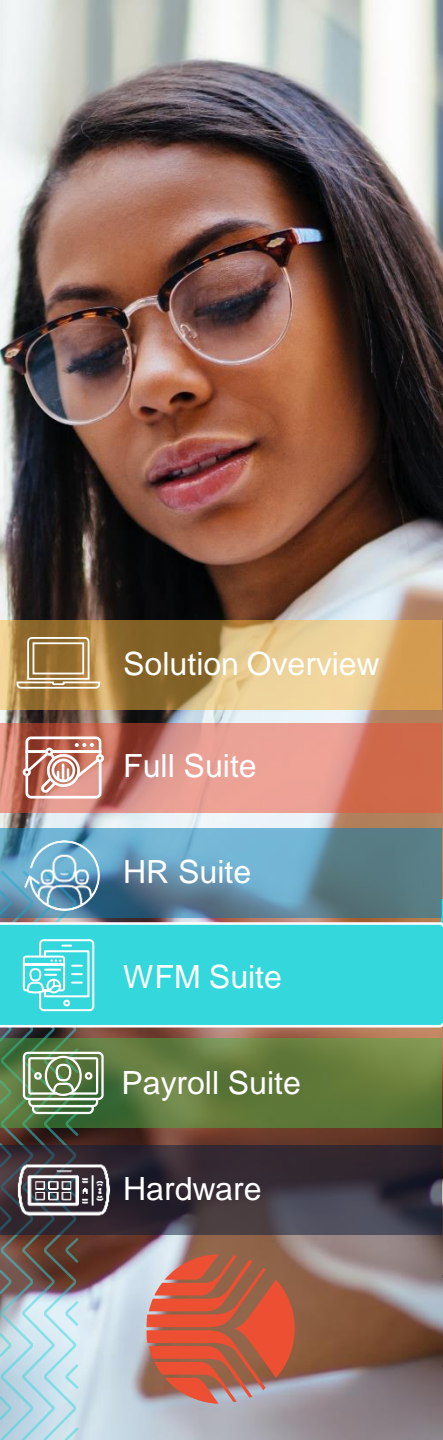
Absence & Leave

Scheduler

Accruals

Attestation

ACA Manager



Timekeeping and Attendance

Key Message

Workforce Management Time Keeping gives you the data and tools to streamline time tracking with automated collection of time and attendance information and enforce your pay and work rules by knowing who is doing what, when, and why.

How to Use It

- Track and manage labor costs
- Enforce attendance and leave policies
- Capture labor data and identify labor trends
- Approve, modify, or reject time data

Why Workforce Management

Unlike other solutions, Kronos provides industry-leading flexibility to handle vertical-specific needs and manage sophisticated cost-centers and pay rules, and **we manufacture and maintain our own top-of-the-line data collection hardware.***

Setting up the Conversation

Customer Challenge	WFR Capability	Customer Outcome
Inability to get insight into costly labor issues such as excessive overtime, absenteeism, and time-theft	Real-time reports, analytics, and notifications	Understand your true labor costs and proactively address costly issues
Manual processes causing errors and inaccuracies, inability to track or correct missing punches and time card changes	Mobile-friendly employee self-service, multiple data collection options, automated approval workflows, real-time reports and analytics	Streamline processes and proactively manage exceptions
Difficulty keeping up with increasing complexity and regulations	Exceptions notifications, flexible automated pay rules	Increase compliance and reduce compliance penalties

Timekeeping

Absence & Leave

Scheduler

Accruals

Attestation

ACA Manager

Scheduler

Key Message

With Workforce Management Scheduler, you can automatically generate best-fit schedules based on your organization's unique requirements to help control labor costs, minimize compliance risk, improve productivity, and drive employee engagement.

Why Workforce Management

Unlike other solutions, Kronos provides forecasting, workload balancing, smart scheduling powered by machine learning, and self-service shift swaps and coverage requests available on any device for an engaging employee experience.

How to Use It

- Create schedules based on availability, skills, and business demand
- Fill open shifts with the right person at the right cost
- Enforce scheduling policies, labor laws, union rules, and budget restrictions
- Calculate predicted demand



Solution Overview



Full Suite



HR Suite



WFM Suite



Payroll Suite



Hardware



Setting up the Conversation

Customer Challenge	WFR Capability	Customer Outcome
Time-consuming scheduling processes using spreadsheets or semi-automated systems	Automated shift creation and assignment with manual scheduling options	Streamline scheduling processes to spend more time on more strategic initiatives
Overstaffed shifts and shorthanded rushes, excessive overtime and unexpected labor costs	Over 15 different machine learning algorithms, predictive demand calculator	Optimize labor spend and improve employee experience
Difficulty complying with scheduling regulations, inability to gain visibility into scheduling trends	Automated alerts and notifications, real-time reports and analytics, generate schedules based on skills and credentials (requires HR module)	Reduce compliance penalties and improve employee experience

Timekeeping

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Accruals

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ACA Manager

Accruals

Key Message

Workforce Management Accruals automatically calculates and tracks each employee's accrued time off based on your organization's specific rules, policies, and regulations to eliminate manual errors and support fair, consistent policy enforcement.

How to Use It

- Calculate and track accrued time off
- Enforce time off policies
- Approve, modify, and reject time off requests
- View accrual data and trends

Why Workforce Management

Unlike other solutions, Kronos provides industry-leading flexibility to handle multiple time-off rules, department-specific time-off eligibility thresholds, and unify time-off requests with employee schedules for visibility and consistency.

 Solution Overview

 Full Suite

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 Hardware

Setting up the Conversation

Customer Challenge	WFR Capability	Customer Outcome
Inconsistent accrual policy enforcement, tracking, and eligibility	Flexible, custom accrual eligibility rules	Support compliance
Increased labor costs due to unauthorized time off	Real-time reports and analytics, custom notifications	Control labor costs
Manual processes lead to errors and inaccuracies, employees lack visibility into time off balances	Automated accrual calculations, mobile-friendly employee and manager self-service	Streamline accruals management and improve employee experience

Timekeeping

Absence & Leave

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Attestation

Key Message


Workforce Management Attestation connects to your existing data collection source – Kronos InTouch terminal or web entry – and delivers configurable workflows that capture accurate employee attestation responses in real time, and enables managers can monitor employee attestation status, run reports to identify trends and simplify compliance.

How to Use It

- Collect attestation data through existing data collection source
- Monitor employee attestation status
- View attestation reports and trends

Why Workforce Management

Unlike other solutions, Kronos provides flexible workflows that allow **automatic actions based on employee responses***, supported multi-device attestation and continuous compliance updates.


 Solution Overview

 Full Suite

 HR Suite

 WFM Suite

 Payroll Suite

 Hardware

Setting up the Conversation

Customer Challenge	WFR Capability	Customer Outcome
Manual attestation processes lead to errors, inaccuracies, and compliance risks	Flexible, custom attestation rules, prompts, and workflows	Streamline attestation process
Risk of lawsuits, union grievances, and DOL audits, constantly changing compliance regulations	Real-time reports and analytics, custom notifications	Control labor costs
Time-consuming employee requests to edit or view attestation data	Multi-device support, mobile-friendly employee and manager self-service	Gain visibility into attestation data and improve employee experience

Timekeeping

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ACA Manager

InTouch

Key Message


The Kronos InTouch provides an unrivaled user experience that reshapes the way employees interact with your workforce management system. All through a simple touchscreen time clock.

Why Workforce Management

The Kronos InTouch integrates seamlessly with your Workforce Ready solution, allowing employees to easily check accrual balances, request time off, view schedules, and much more. Managers spend less time on administrative duties and more time on critical workforce tasks.

How to Use It

- Large 7" touchscreen with wide VGA full-color LCD
- Real-time alerts at the clock
- Optional biometric identification and verification for increased payroll accuracy
- Support for all major badge formats, including new smart card


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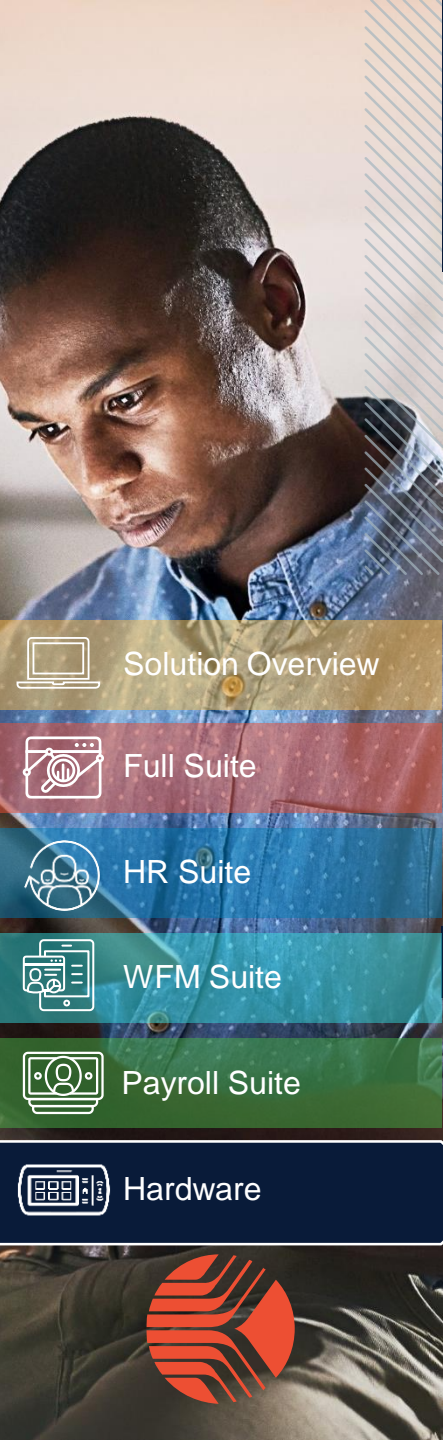
 Hardware

Setting up the Conversation

Customer Challenge	WFR Capability	Customer Outcome
Unable to enforce buddy punching	Verify employee identity with biometric identification functionality that provides unparalleled accuracy	Reduce time theft and minimize compliance risk
Unaware if employees are on time or late for their shift	Ability to be monitored and controlled from a remote location	Gain real-time insights into workforce time and attendance
Having to manually enter and fix employee time	Automation eliminates the tedious work of manual time and attendance tracking and reduce errors	Streamline processes and spend more time on more strategic initiatives

InTouch

InTouch DX



InTouch DX

Key Message

The Kronos InTouch DX improves the employee experience by providing consumer-grade simplicity and personalization that today’s employees expect while leveraging built-in intelligence to surface important issues, highlight notifications, and present relevant actions in context for faster, more efficient interactions. Plus, this ultra-modern device works seamlessly with the Workforce Ready suite.

Why Workforce Management

Unlike other data collection hardware, the InTouch DX is developed and manufactured by Kronos and provides state-of-the-art features with a best-in-class user experience.

How to Use It

- Personalized experience
- Real-time notifications
- Multi-clock synchronization
- Rugged construction-on display
- Ready for the Future of Work

Setting up the Conversation

Customer Challenge		WFR Capability	Customer Outcome
Employees not able to view schedule and time off accruals	MyTime		Improve employee experience and reduce employee inquiries
Employees unable to perform multiple actions in the same session	Individual mode		Increase efficiency and improve the employee experience
Unable to sync data between clocks or use different clocks to transfer jobs/work orders/etc.	Multi-clock schedule enforcement		Improved labor costing and forecasting

InTouch

InTouch DX

