



The latest Innovation in battery operated Time Recording, with robust optical ID-badges. The clocking data is transferred with a USB Memory Key to the TIMY-Soft application, which operates under MS[®] Excel (Excel[®] 97 to Excel[®] 2007 versions).



1 - The user "wakes up" the TIMY badge Reader by pressing the only button on the device. TIMY displays the time and is ready for an ID-badge.



2 - The ID-badge is swiped through the Reader. Badge number, date and time are stored in memory. After 5 seconds the TIMY Reader goes back to sleep.



3 - The clocking data is copied to the USB Memory Key when required (daily, weekly, or monthly).

The USB Key connects to a computer running the TIMY-Soft Application to automatically create timesheets and reports in Microsoft[®] Excel.



No cables - No installation cost - No distance limits – No Fuss

Simple, Accurate, Fast, Efficient !

Specifications – TIMY Recording Terminal

Housing: Grey polystyrene. Dimensions in mm: 240 (high) x 108 (wide) x 38 (deep)
Dimensions in inches: 9. 5 (high) x 4.25 (wide) x 1.5 (deep). Weight 500 gms/1.10 lbs.

Power: 4 standard "AA" alkaline Batteries. Life span of batteries is approximately 20,000 time stamps – equivalent to one year with 80 time stamps for 250 working days. Batteries are included with an initial system purchase.

Optional AC/DC Power : Battery Saver. Low power 9v DC mains adaptor, 0.3W average. Extends battery life to 2 years, or more.

Display: 4-character, 7-segment LCD Display. Displays time in 24-hour format (hh:mm) and system messages, such as "Good" when swiping badges. Large 13mm display elements provide exceptional readability.

Acoustic signal: Audible Tone. Confirms ID-Badge reading and announces system messages, such as "Copy" when clocking-in data is transferred to the USB Key.

Swipe Badge Reader: Infrared Optical Barcode. Optical badge reader with no moving parts. Robust, non-contact, totally maintenance-free technology – no service contract required. The Badge Reader decodes "Code 3 of 9" with a length of 4 characters and 0.4mm resolution.

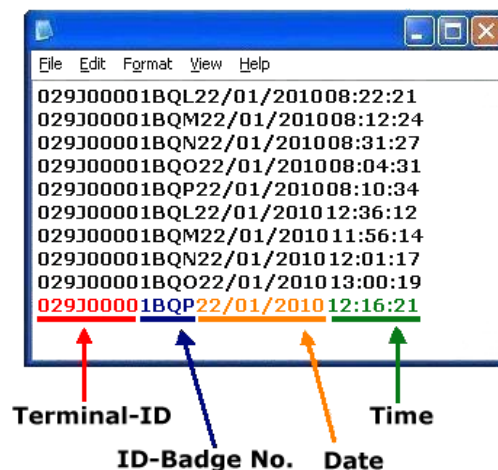
Swipe Badges : Credit card style Badge. Unique serialised barcoded badge for each staff member, extremely secure & non-contact, manufactured from credit card stock material.

Internal memory: Electronic non-volatile. Stores more than 14,000 time stamp records. Flash memory protects data if power fails.

Clock: Time and Date. Accuracy of ± 15 seconds per month if ambient temperature is within $+10^{\circ}\text{C}$ to $+40^{\circ}\text{C}$. Automatic seasonal time changes which can be disabled by user if required. Time & Date are adjusted by System Configuration Badge. When changing batteries, clock autonomy is more than 3 minutes.

Data Transfer: USB Memory Key. USB Key downloads data from Time Recorder when Key authentication is verified. USB data is transferred to the TIMY-Soft Application.

The Time Recorder data file is an encrypted ASCII file, in order to prevent unauthorised data modifications. Non-encrypted ASCII output is available upon request. The data file is read by the TIMY-Soft Application on all Win 98 - Windows 7 computers running MS-Excel. An example of the non-encrypted ASCII file is shown below:





TIMY-Soft is a Time Management Software tool working under Microsoft® Excel (97 – 2007 versions). No license is required for the use of TIMY-Soft.

The names of employees are initially recorded with their badge numbers. The 'clockings' recorded by the TIMY Badge Reader Terminal are retrieved by inserting the USB Flash Key in the Badge Reader Terminal and pressing the red button. Plug the USB Flash Key into the computer and click on 'Get Clocking Data'. TIMY-Soft takes care of the rest.

To display, print or correct any timesheets, simply indicate the desired time period and select the employee. TIMY-Soft displays the worksheet, as in the example below:

	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	AQ
5	Time Sheet for PARKES Alan Michael (Empl-No: 02)																			
6																				
7	Date	Start 1	Stop 1	Start 2	Stop 2	Start 3	Stop 3	Start 4	Stop 4	Start 5	Stop 5	Hours Clocked	Absence 1	Duration	Absence 2	Duration	Correction	Duration	Net Hours	Total Week
65	28/07/2008	08:22	12:59	14:03	18:43							9.28							9.28	
66	29/07/2008	07:30	12:31	13:20	18:03							9.72							9.72	
67	30/07/2008	08:22	12:59	14:03	18:12							8.76							8.76	
68	31/07/2008	07:30	12:31	13:20	18:00							9.67							9.67	
69	01/08/2008											0.00	HOL	8.00					8.00	
70	02/08/2008											0.00							0.00	
71	03/08/2008											0.00							0.00	45.44
72	04/08/2008											0.00	VAC	8.00					8.00	
73	05/08/2008	07:30	12:35	13:45	18:11							9.51							9.51	
74	06/08/2008	08:22	12:59	14:03	18:43							9.28							9.28	
75	07/08/2008	07:30	12:35	13:45	18:12							9.53							9.53	
76	08/08/2008	07:31	12:31	13:20	16:10							7.82							7.82	
137	TOTALS											73.58							89.58	
138	TOTALS-A	VAC	8.0	HOL	8.0															

TIMY-Soft can manage up to 10 'clockings' per day, per employee (five complete work periods) and computes the daily attendance time, either compared to the clocked hours or compared to time schedule parameters. In the event that an employee forgets to 'clock', this can be directly corrected in the timesheet. Such corrections are indicated in **bold** to distinguish them from 'clockings' originating from the TIMY Badge Reader.

TIMY-Soft offers a series of functions to simplify any corrections and to save time. To know quickly 'what does not go' over a given period, click on the button 'Search Errors', chose the types of errors that of interest and the software shows the result in the 'Error sheet' as below:

	A	B	C	D
1	Family Name	First Names	Date	Error type
2	BRIDGES	Peter James	02/08/2008	Absent without Reason
3	CLEMENTS	Mary	02/08/2008	Absent without Reason
4	GRANGE	Alice	02/08/2008	Absent without Reason

A simple mouse click on an 'Error' enables TIMY-Soft to allow manual correction:

	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	AQ
5	Time Sheet for PARKES Alan Michael (Empl-No : 02)																			
6																				
7	Date	Start 1	Stop 1	Start 2	Stop 2	Start 3	Stop 3	Start 4	Stop 4	Start 5	Stop 5	Hours Clocked	Absence 1	Duration	Absence 2	Duration	Correction	Duration	Net Hours	Total Week
12	05/04/2010	07:57	18:03																	
13	06/04/2010	07:15	18:01																	
14	07/04/2010	07:37	18:31																	
15	08/04/2010	07:17	17:51																	
16	09/04/2010	07:19	18:03																	
17	10/04/2010																			
18	11/04/2010																			
19	12/04/2010	07:15	18:01																	
20	13/04/2010	07:37	18:31																	
21	14/04/2010	07:17	17:51																	
22	15/04/2010	07:19	18:03																	
23	16/04/2010	08:02	16:19																	
24	17/04/2010																			
25	18/04/2010																			
69	TOTALS																			
70																				
71																				
72																				

Add or Modify Time Stamps [X]

Click here to shift the Time Stamps to the RIGHT Transfer the first Time Stamp of the next day to this day

Shift >> Midnight X-Over

Click here to shift the Time Stamps to the LEFT Click here to define Truncation

Shift << Time Parameters

Enter/Modify Time Stamp + Enter Key

Close

It is easy to manually enter any missing 'clocking' in the first empty box, and the correction is done! TIMY-Soft automatically corrects 'clocked' hours and puts them in chronological order.

To facilitate preparation of the payroll, TIMY-Soft can create summaries for any period 'date-to-date' with totals of the true 'clocked' hours (except adjusted and round-offs), calculated hours ('clocked' hours corrected by adjustments or round-offs + compensated absences and corrections) and totals of all the absences and corrections applied over the period.

	A	B	C	D	E	F	G	H	I
1	Summary	Period:							
2	28/07/2008	08/08/2008							
3	Family Name	First Name(s)	Empl-No	Time Clocked	Time Calculated	VAC	SIC	UNP	HOL
4	BRIDGES	Peter James	03	68.21	80.21		4.00		8.00
5	CLEMENTS	Mary	09	70.93	78.93				8.00
6	GRANGE	Alice	10	61.86	69.86				8.00
7	MARTINS	Sandra	05	73.74	77.74				4.00
8	MORRIS	Sophia	07	63.11	67.11				4.00
9	PARKES	Alan Michael	02	73.58	89.58	8.00			8.00
10	PLEASANCE	Agnes	01	45.65	53.65				8.00
11	REEVES	Peter	04	72.06	76.06				4.00
12	SMITH	John	08	79.79	87.79				8.00
13	VALENCE	Lucas	06	77.06	77.06			8.00	
14	TOTALS			685.99	757.99	8.00	4.00	8.00	60.00

The TIMY-Soft application is provided licence free as part of the TIMY-System product.