



eSSL – eTimeTrack - Lite

Help Manual Document

Ver 3.0

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What is Time Attendance and Payroll?

eSSL - eTimeTrack-Lite is automated **Time & Attendance** Systems that provides an alternative to the mechanical time clock systems or paper-based timesheets.

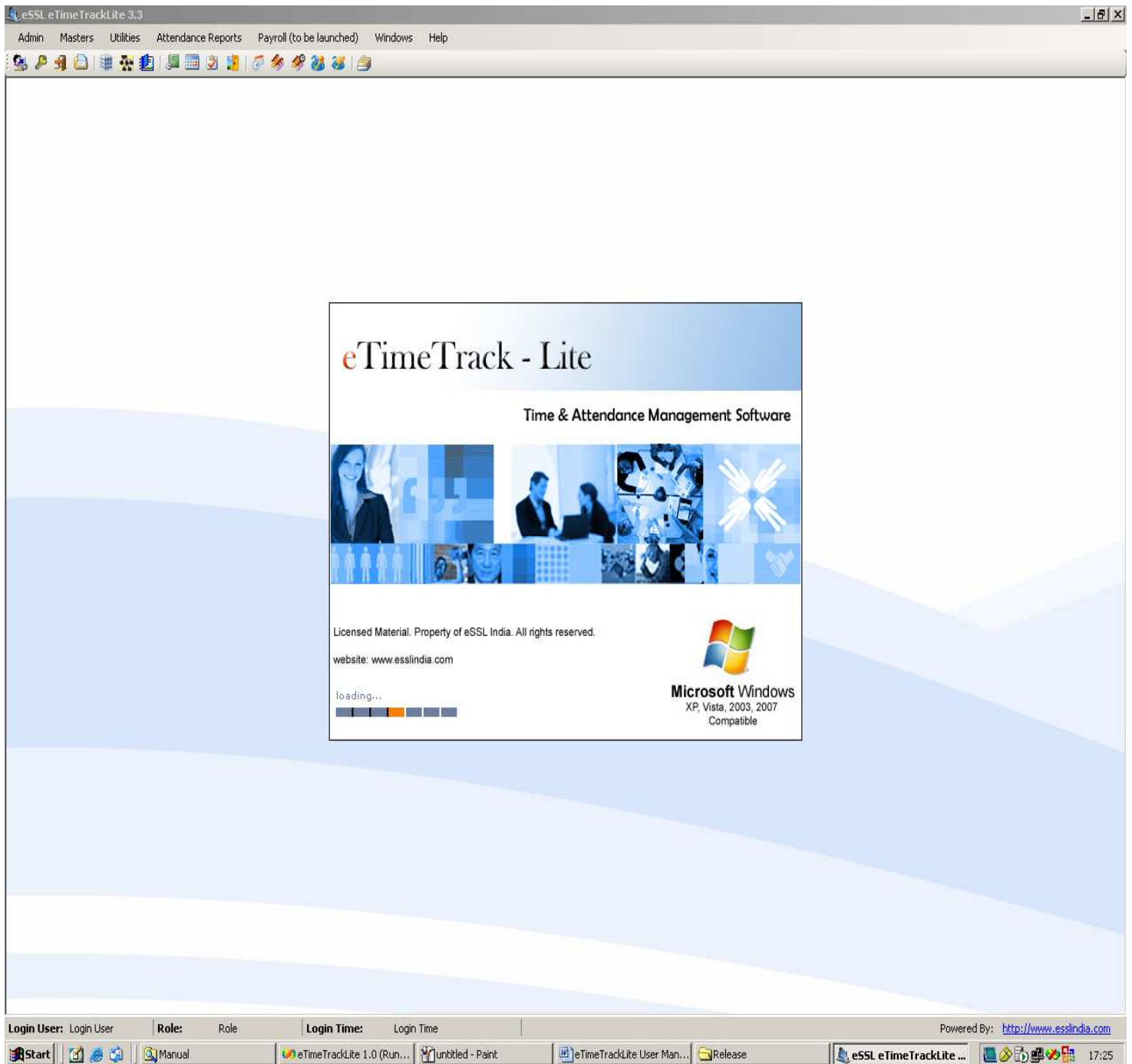
eSSL - eTimeTrack-Lite Software allows companies to track and evaluate the performance and work activities of employees using a single software application. Time & Attendance Software enables employees to store, track and organize the most important employee time related information in single place. The required information to track and monitor employee activities and management processes is available on a computer. This can also be invaluable for ensuring regulatory compliance with working regulations and proof of attendance.

Why You Should Use Time Attendance and Payroll?

- Saving time for the accountant or book-keeper that was previously spent processing the old manual time and attendance system data.
- To allow the attendance data to be collected at many computers around the company but processed and reported on central without the need for extra work.
- So that local overtime laws are no longer a problem and can be adhered to in few seconds rather than hours spent on manual calculations.
- Helps you keep track of your real labor costs as well as preventing overpayments, both of which will impact immediately on your bottom line.
- Prevents buddy punching and fraudulent time keeping records.
- Helps the Supervisor to know who is at work in fraction of seconds saving the time and allowing the to react more quickly to staffing problems.
- BY knowing your employment costs by shift and department you can have a check over The internal efficiencies more closely.

eSSL - eTimeTrack-Lite Features

- Highly intuitive Set-Up Wizard that will get you up and running quickly.
- User friendly appearance requires less time to get you educated for the software.
- Flexible Shift timing can be defined with allowed grace time for late coming and early going. Also supports multiple breaks with a configurable Lunch break.
- Weekly off 1 (e.g. Sunday) and a Weekly Off2 (e.g. Saturday) with specific timings, can be easily defined.
- Easy Configuration of Company Holidays.
- Leave Type is defined for Leave Entries.
- Shift calendar is defined for scheduling different shifts on different dates.
- Scheduling of shift can be done by both employee and Department wise.
- Limited Leave quota management, that allows to assign Leave day(s) quota to employees. Consorted with "Leave Balance" report to track balance leave day(s) of employees.
- Invalid or missing punches can be detected by an Missed Out Punch Report




eTimeTrackLite Masters Setup

Database Settings, Login & Change Password

Login

This software will first ask for a valid user name and password that is shown below. Enter a user name and password that is valid for eTimeTrackLite then click Login button.

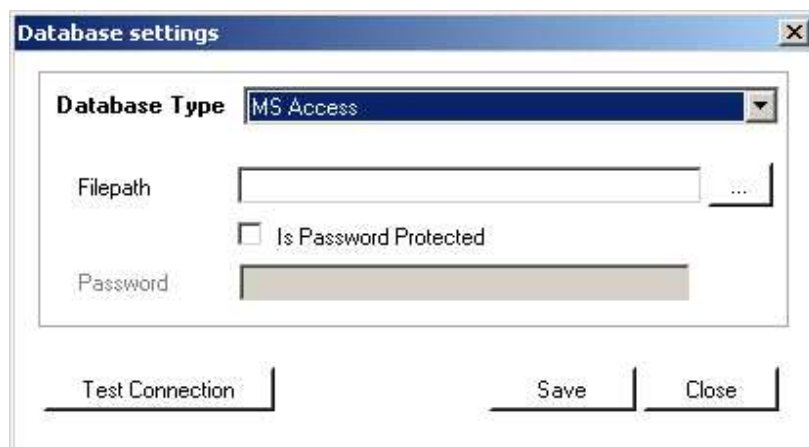
The Database Settings link allows user to change the database settings.



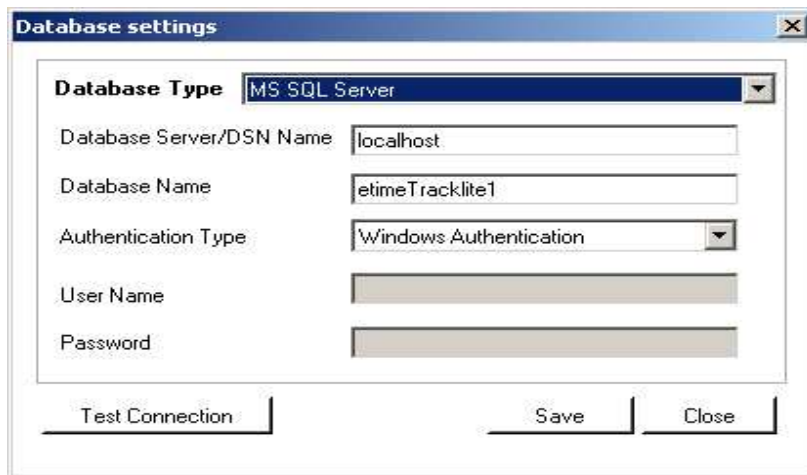
The screenshot shows the 'eSSL eTimeTrackLite Login' window. It features the 'eTimeTrack - Lite' logo at the top. Below the logo is a clock icon. To the right of the clock are two input fields: 'Login Name' with the text 'essl' and 'Password' with the text 'xxxx'. Below these fields are two buttons: 'Login' and 'Close'. A link labeled 'Database Setting' is located below the 'Close' button. At the bottom of the window, there is a note: 'Note: This software is protected by copyright law and international treaties. Unauthorized reproduction or distribution of this program, or any portion of it, may result in severe civil and criminal penalties, and will be prosecuted under the maximum extent possible under law.'

Database Settings

Database Settings Form allows you to Change the Database Settings. This Software Supports Ms Access, Sql Server and Oracle Database.



The screenshot shows the 'Database settings' window. It has a title bar with 'Database settings' and a close button. Inside the window, there is a 'Database Type' dropdown menu currently set to 'MS Access'. Below this is a 'Filepath' input field with a browse button ('...'). There is a checkbox labeled 'Is Password Protected' which is currently unchecked. Below the checkbox is a 'Password' input field. At the bottom of the window, there are three buttons: 'Test Connection', 'Save', and 'Close'.



Database settings

Database Type MS SQL Server

Database Server/DSN Name localhost

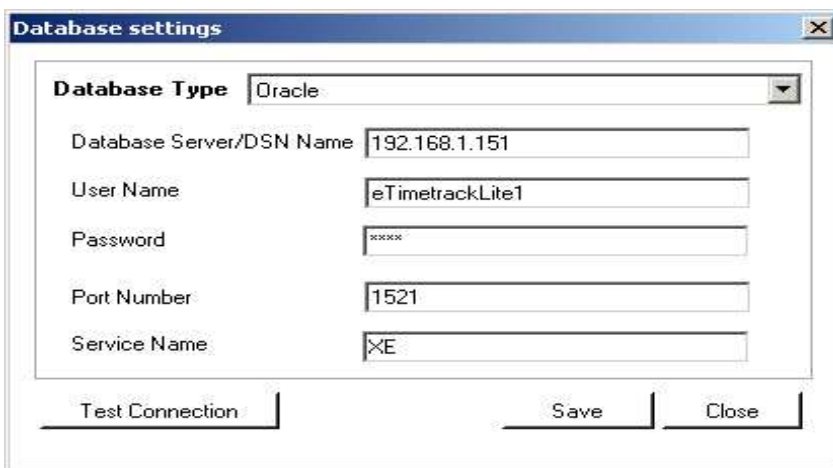
Database Name etimeTracklite1

Authentication Type Windows Authentication

User Name

Password

Test Connection Save Close



Database settings

Database Type Oracle

Database Server/DSN Name 192.168.1.151

User Name eTimetrackLite1

Password


Port Number 1521

Service Name XE

Test Connection Save Close

Change password

Change password Form allows the Login User to change their Login password.



Change Password

New Password

Confirm Password

Save Close

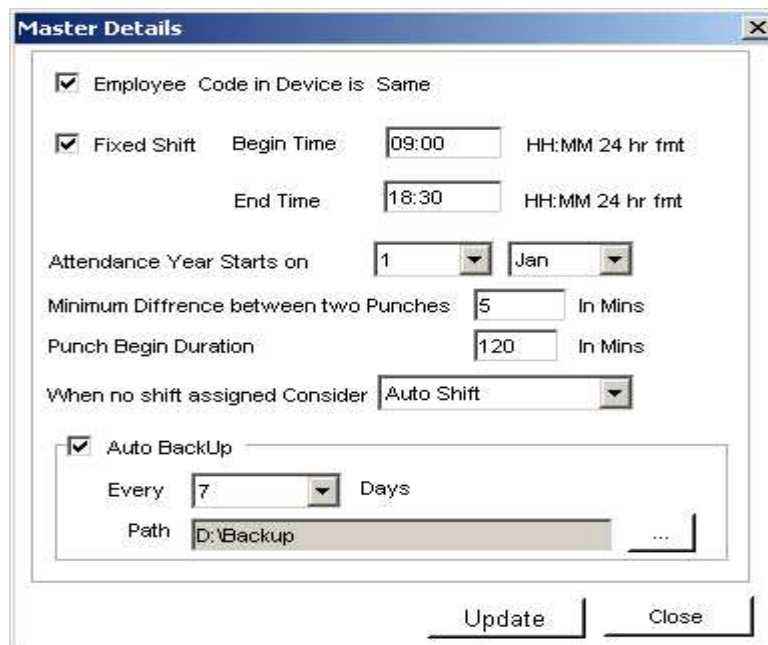
Setup Master Details, Company, Users, Departments

Master Details

Master Details form allows you to set master information related to Attendance calculation.

Master Details consist of:

- Whether Employee Code and Employee Code Stored in Device are same for application or not.
- Whether to allow a Fixed Shift for application or not. If Fixed Shift is checked then it will disable all shift Related options like Shift Details, Shift calendar, Employee Shift , Department Shift etc.
- "Attendance Year starts on" Field will allows to set the start Attendance date and Month from which Attendance calculation has to start. For e.g. If you are willing to generate monthly report then it will take that Attendance date as Start of the month and if you are willing to generate Yearly Report then it will take Attendance date and Month as start of year
- "Minimum difference between two Punches" Field will allow to set the difference between two punches .If the difference between punches is greater than specified minutes then it will discard the later punch.
- "Punch Begin duration" Field is used to set maximum allowed time before Shift Begin Time.
- If Employee does not have any assigned shift then whether to consider the shift of previous day or Auto Shift. Auto Shift will take the shift according to Firth Punch and Shift Begin Time.
- Whether to take Auto backup after Specified Days and Save it to specified Path or not. This Feature is allowed only for Ms Access Database.



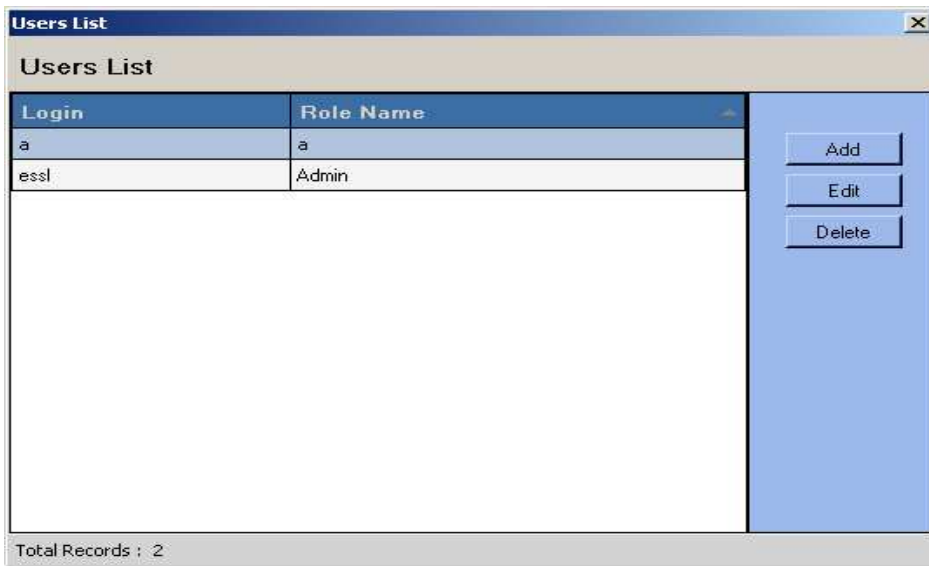
The screenshot shows the 'Master Details' dialog box with the following settings:

- ☒ Employee Code in Device is Same
- ☒ Fixed Shift
 - Begin Time: 09:00 (HH:MM 24 hr fmt)
 - End Time: 18:30 (HH:MM 24 hr fmt)
- Attendance Year Starts on: 1 (dropdown), Jan (dropdown)
- Minimum Difference between two Punches: 5 (text box) In Mins
- Punch Begin Duration: 120 (text box) In Mins
- When no shift assigned Consider: Auto Shift (dropdown)
- ☒ Auto BackUp
 - Every: 7 (text box) Days
 - Path: D:\Backup (text box) ...

Buttons: Update, Close

User Management

This Form will display the List of all Users. It allows Login User to Add, Edit and Delete the users, if he has permission of "Edit Users"

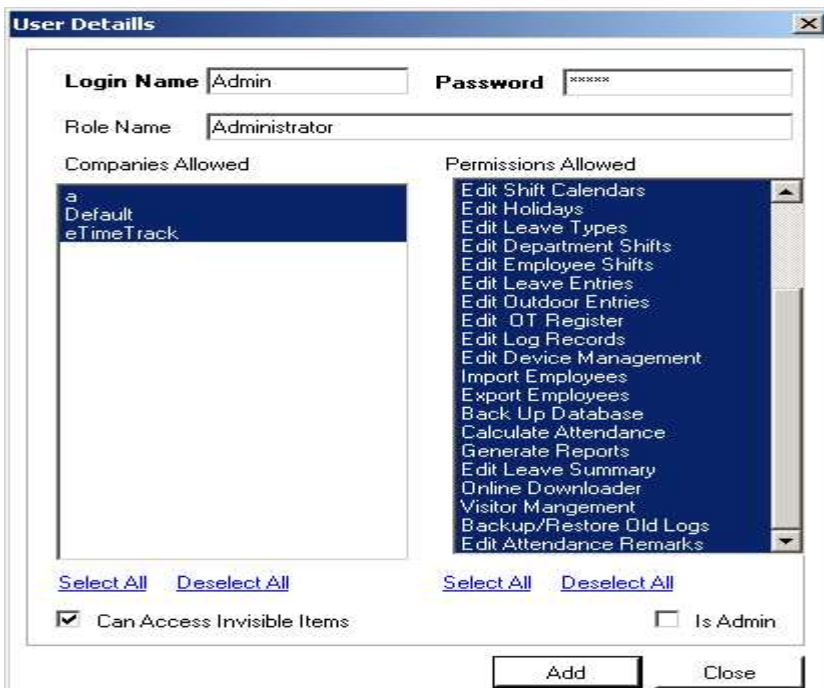


Login	Role Name
a	a
essl	Admin

Buttons: Add, Edit, Delete

Total Records : 2

User Details consists of Login name, password, Role Name, Accessible companies and permission allowed to user. If user "Is Admin" then he will be able to access all Permission. "Can access invisible Items" check box is used to give permission of accessing Invisible companies.



Login Name Admin **Password** [REDACTED]
Role Name Administrator

Companies Allowed
 a
 Default
 eTimeTrack

Permissions Allowed
 Edit Shift Calendars
 Edit Holidays
 Edit Leave Types
 Edit Department Shifts
 Edit Employee Shifts
 Edit Leave Entries
 Edit Outdoor Entries
 Edit OT Register
 Edit Log Records
 Edit Device Management
 Import Employees
 Export Employees
 Back Up Database
 Calculate Attendance
 Generate Reports
 Edit Leave Summary
 Online Downloader
 Visitor Management
 Backup/Restore Old Logs
 Edit Attendance Remarks

[Select All](#) [Deselect All](#) [Select All](#) [Deselect All](#)

☒ Can Access Invisible Items ☐ Is Admin

Add Close

Company Management

eSSL eTimeTrack Lite Software support multiple companies. This form will display the List of Companies which is accessible By Login User. It allows Login User to Add, Edit and Delete the Companies if he has the permission of "Edit Companies"

Company Details Consist of Company Name, Short Name, email, Website and Address. " Visible to All " Check box is used to make Invisible company which will be accessed by only the users who has permission to access Invisible Companies.

Company List

Company List

Company Name	Short Name
a	a
Default	Default
eTimeTrack	eTimeTrack

Add
Edit
Delete

Total Records : 3

Company Details

Company Name

Short Name

☒ Visible to All

eMail

Website

Address Details

Add

Close

Department Management

eSSL eTimeTrack Lite Software support multiple department. This form will display the List of departments. It allows Login User to Add, Edit and Delete the departments ,if he has the permission of “Edit departments”.

Department Details Consist of Department Name, Department and Description.

Department List

Department List

Department Name	Short Name
(A) Administration	(A) Administration
(A) TEACHING B.Ed.	(A) TEACHING B.Ed.
(A) TEACHING BBA	(A) TEACHING BBA
(A) TEACHING ETT	(A) TEACHING ETT
(B) Non Teaching B.Ed.	(B) Non Teaching B.Ed.
(B) Non Teaching BBA	(B) Non Teaching BBA
(C) 4 Class B.Ed.	(C) 4 Class B.Ed.
(C) 4 class ETT	(C) 4 class ETT
(F) Daliy Worker	(F) Daliy Worker
a	a
Admin	Admin
Default	Default
UNKNOWN	UNKNOWN

Add

Edit

Delete

Total Records : 13

The screenshot shows a window titled "Department Details". Inside, there are three labels with corresponding input fields: "Department Name" (text: default), "Short Name" (text: default), and "Description" (text: d). At the bottom right of the window are two buttons: "Add" and "Close".

Setup Employee Categories

This form will display the List of all Employee Categories. It allows Login User to Add, Edit and Delete the Categories if he has the permission of "Edit Employee Categories"

Category Details Consist of Category Name, short name and Attendance Calculation Details.

Attendance Calculation Details are:-

- OT Formula is used to set Method to calculate Overtime. There are Three types of OT[^] Formula: OT Not applicable is used to ignore Overtime. Out Punch-ShiftEndTime will Calculate OT By subtracting Out Time (Last out Punch) from Shift End Time if Out Time is Greater Than Shift End Time.
- Total Duration –Shift Duration will Calculate OT By subtracting Shift Duration from Total work duration.
- Early Coming + Late going will Calculate OT Adding early Coming minutes and Late Going Minutes which is depended on Shift Begin Time and End Time.
- "Neglect Last In Punch" is used when there is no missed Out punch it will either make Out punch according to its Shift end time or. Discard The Last In Punch.
- Grace Time is Used to neglect Late coming \ Early going Minutes if it is less than Specified Minutes.
- Weekly Off1 & Weekly Off2 is Used to set weekly off.
- "Consider Early Coming Punch" will allow you to set whether to take Punches before Shift Begin Time or not.
- "Consider Late going Punch" will allow you to set whether to take Punches after Shift End Time or not.
- "Consider Only First And Last Punch in Att Calculation" is used to set whether to calculate attendance by only First And Last Punch or by I All punches.
- "Deduct Break Hours from Work duration" is used to set whether to deduct break hours from Work Hours or Not. This Break Hours will be deducted according to Shift Break1 and Break2.
- "Calculate Half Day If Work duration Less Than" is used to set whether to mark half day Present or not if work Duration is Less than specified Minutes.
- "Calculate Absent If Work duration Less Than" is used to set whether to mark Absent or not if work Duration is Less than specified Minutes.
- "Marked Weekly Off and Holiday as Absent for Prefix day is Absent" is Used to mark Weekly off and holiday as Absent if employee is Absent on Previous day .

Category List

Category List

Category Name	Short Name
a	a
Default	Default

Add
Edit
Delete

Total Records : 2

Category Details

Category Name Default Short Name Default

OT Formula Out Punch - Shift End Time Minimum OT 30 Mins

Neglect Last In Punch(For missed out punch) Grace Time 15 Mins

Weekly Off 1 Sunday Weekly Off 2 Saturday Every

Consider Early coming punch Consider Late Going punch

Consider Only First and Last Punch in Att Calculatuions Deduct Break Hours from Work Duration

Calculate Half Day if Work Duration is less than 240 Mins

Calculate Absent if Work Duration is less than 120 Mins

Mark Weekly Off and Holiday as Absent for Prefix Day is Absent

Add Close

Define Shifts, Shift Calendar, Holidays, Leave Types

Shift Management

This form will display the List of all Shifts. It allows Login User to Add, Edit and Delete the shift, if he has the permission of "Edit Shift Details".

Shift Details consists of Shift Name, Short Name, Begin Time, End Time, Break1 Details, and Break 2 Details.

Shift List

Shift List

Shift Name	Short Name	Begin Time	End Time
General	GS	09:30	18:30

Add
Edit
Delete

Total Records : 1

Shift Details

Shift Name
General
Short Name
GS

Timings

Begin Time
09:30
HH:MM 24 hr fmt
End Time
17:30
HH:MM 24 hr fmt

☐ Break 1

Begin Time
End Time

☐ Break 2

Begin Time
End Time

Add
Close

Shift Calendar Management

This form will display the List of all Shifts. It allows Login User to Add, Edit Delete and Schedule the Shift Calendar, if he has the permission of "Edit Shift Calendar". Shift Calendar Details Consists of shift Calendar Name and Short Name.

Shift Calendars

Shift Calendar List

Shift Calendar Name	Short Name
Sample Calendar	Sam

Add

Edit

Delete

Schedule

Total Records : 1

Shift Calendar Details

Shift Calendar Name

sample

Short Name

sample

Add

Close

Scheduler

Scheduler will allow you to schedule the Shift calendar. You can assign any shift or Weekly Off in Scheduler. This Form also allows you assign Shift on Multiple dates in single shot.

Scheduler

Shift Calendar Short Name : **Sam**

April 2010
<
>

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				01-GS	02-GS	03-GS
04-GS	05-GS	06-GS	07-GS	08-GS	09-GS	10-GS
11-GS	12-GS	13-GS	14-GS	15-GS	16-GS	17-GS
18-GS	19-GS	20-GS	21-GS	22-GS	23-GS	24-GS
25-GS	26-GS	27-GS	28-GS	29-GS	30-GS	

Assign Shift

Select Shift

GS

Assign

Holiday Management

This form will display the List of all Holidays. It allows Login User to Add, Edit and Delete the Holidays if he has the permission of "Edit Holiday". It also allows you to filter Holiday according to Company.

Holidays Details consist of Holiday Name, Company Name Date and description.

Holiday List

Holiday List

Company

All

Holiday Date	Holiday Name	Company Name
22 Oct 2010	Diwali	All

Add

Edit

Delete

Total Records : 1

Holiday Details

Holiday Name

Diwali

Company Name

All

Date

23 Apr 2010

Description

Update

Close

Leave Type management

This form will display the List of all Leave Types. It allows Login User to Add, Edit and Delete the Leave Types if he has the permission of "Edit Leave Types".

Leave Type Details Consist of Leave type Name, Short Name, Yearly Limit, Carry Forward Limit, Gender to which leave is Applicable. Allow negative balance and description. Allow Negative Balance Field specify whether allow to assign leave entries Greater a than Yearly Limit or not.

Leave Type List

Leave Type List

Leave Type Name	Gender	Yearly Limit	Carry Forward Limit
CL	All	10	5
PL	All	10	5
SL	All	10	0

Add
Edit
Delete

Total Records : 3

Leave Type Details

Leave Type Name

Privilege Leave

Short Name

PL

Yearly Limit

10

Carry Forward Limit

5

Applicable To

☒ All
☐ Male
☐ Female

Consider As

Leave With Pay

☐ Allow Negative Leave Balance

Description

Add

Close

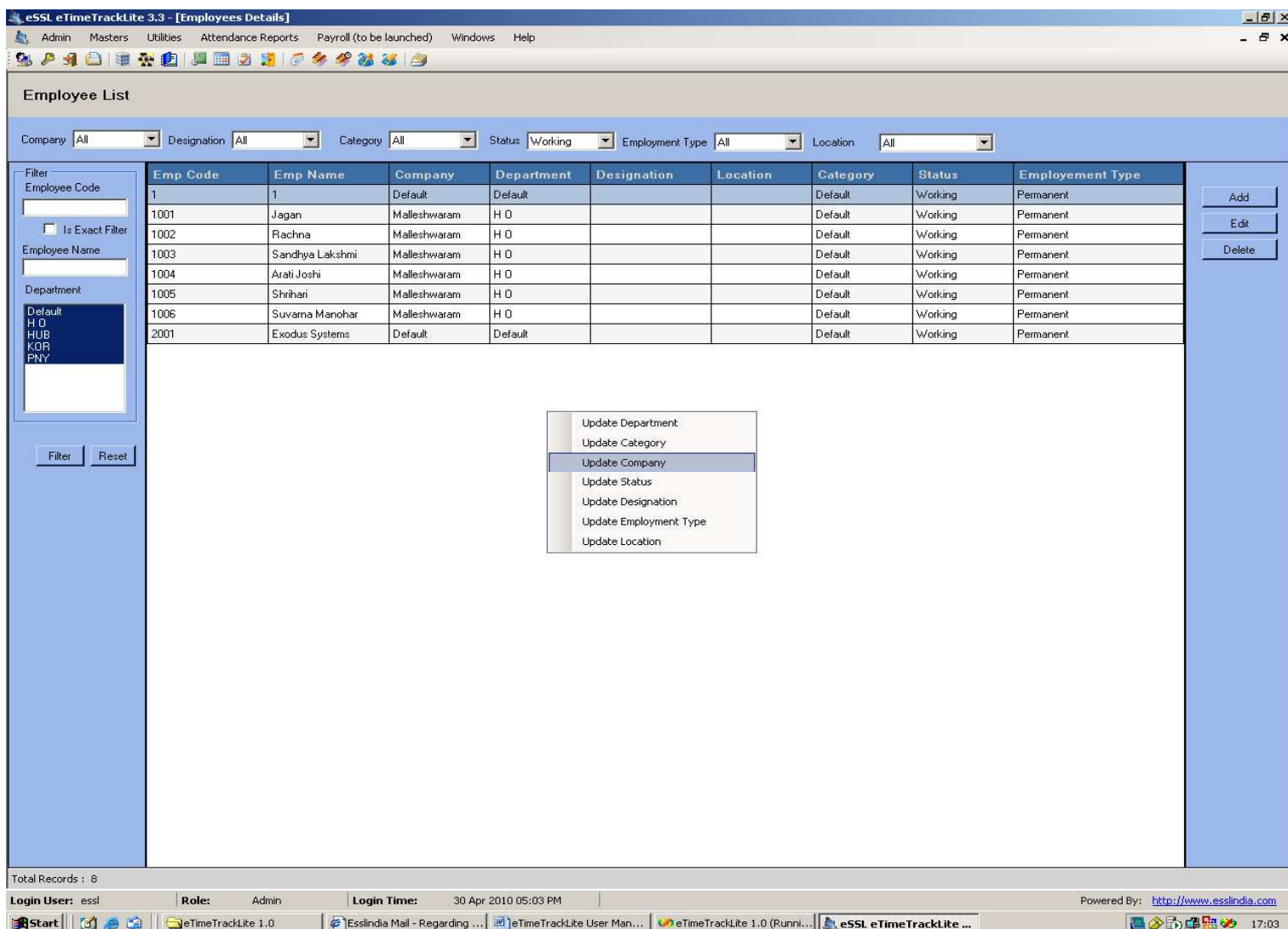
Employee Master

This form will display the List of all Employees. It allows Login User to Add, Edit and Delete the Leave Types if he has the permission of “Edit Employee”. It allows you to filter Employee according to Employee Name, Code, Company, Department, Designation, Employment Type, Status, Category and Location.

This form also allows to Update Multiple Employee Details which will you find in right click menu option. Employee Details consists of Employee name, code, employee Code in device, Company, department, designation, and employment type, Date of Joining, Date of Confirmation, Date of Resigning, Gender, Status i.e. Working or Resigned, Category, Location, Photo.

Employee other details consist of employee Personal details Like Father Name, Mother Name, Date of Birth, Birth Place, Address, Nominees.

- “Biometric and RFID Details” Link is used to Load and Store Employee Fingerprint, Face and Card Details.
- “Leave Summary” Link is used to get Employee Leave summary i.e. No of Leave taken, Standard allowed Leaves which specified in Yearly Limit of Leave type, Actual Allowed leaves which you can edit also.
- “Other Details” link is used to Load and Store Employee Other Details.



eSSL eTimeTrackLite 3.3 - [Employees Details]

Admin Masters Utilities Attendance Reports Payroll (to be launched) Windows Help

Employee List

Company: All Designation: All Category: All Status: Working Employment Type: All Location: All

Emp Code	Emp Name	Company	Department	Designation	Location	Category	Status	Employment Type
1	1	Default	Default			Default	Working	Permanent
1001	Jagan	Malleshwaram	H O			Default	Working	Permanent
1002	Rachna	Malleshwaram	H O			Default	Working	Permanent
1003	Sandhya Lakshmi	Malleshwaram	H O			Default	Working	Permanent
1004	Arati Joshi	Malleshwaram	H O			Default	Working	Permanent
1005	Shrihari	Malleshwaram	H O			Default	Working	Permanent
1006	Suvama Manohar	Malleshwaram	H O			Default	Working	Permanent
2001	Exodus Systems	Default	Default			Default	Working	Permanent

Filter Employee Code: Is Exact Filter: ☐ Employee Name: Department: Filter Reset

Update Department
Update Category
Update Company
Update Status
Update Designation
Update Employment Type
Update Location

Total Records : 8

Login User: essl Role: Admin Login Time: 30 Apr 2010 05:03 PM Powered By: <http://www.esslindia.com>

Start eTimeTrackLite 1.0 Esslindia Mail - Regarding ... eTimeTrackLite User Man... eTimeTrackLite 1.0 (Runni... eSSL eTimeTrackLite ... 17:03

Employee Details

EmployeeDetails

Employee Name

SUMIT

Employee Code

3

Device Code

3

Company

Default

Department

(A) TEACHING B.Ed.

Designation

Lect.

Employment Type

Permanent

Date of Joining


20 Oct 2009

Status

Working

☒ Male
☐ Female

Photo



Location

Bangalore

Category

Default

Date of Confirmation

20 Oct 2009

Date of Resigning

01 Jan 3000

[BioMetric and RFID Details](#)
[Leave Summary](#)
[Other Details](#)

Update

Close

Employee Other Details

Employee - 1 : 1

Father's Name

Ram Krishan

Mother's Name

aa

Contact No.

9999999999

Email Id

a@a.com

Date of Birth

01- January -1900

Place of Birth

Mumbai

Nominee1

a

Nominee2

a

Residential Address

Permanent Address

Remarks

Update

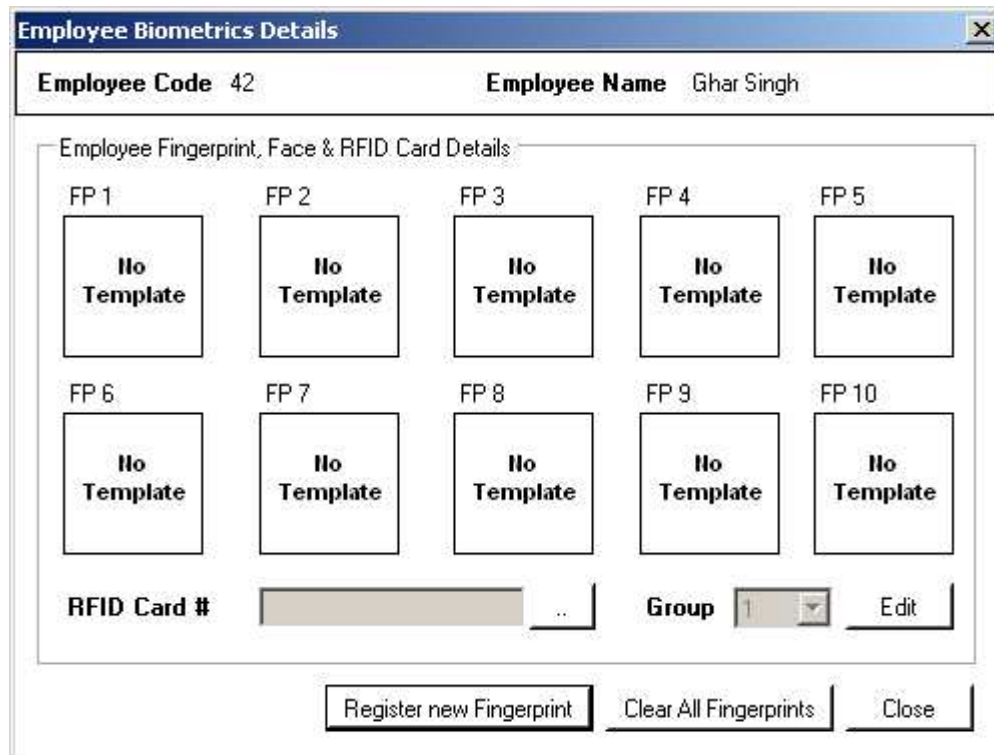
Close

Employee Biometrics Details

This Form will display the employee all Fingerprints and card Details Button (...) will allow you set RFID Card No. and Group will specify the Employee Group in Device.

Register new Fingerprint allows you to Store Employee fingerprint, it will first ask you Fingerprint No. to be Register and take fingerprint From Sensor. .It will capture Fingerprint from Biometric Fingerprint sensor.

“Clear All Fingerprint” will delete all Fingerprints of Employee.



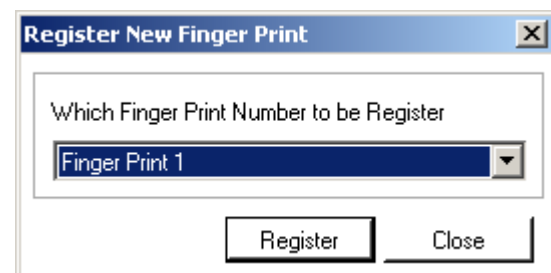
Employee Biometrics Details

Employee Code 42 **Employee Name** Ghar Singh

Employee Fingerprint, Face & RFID Card Details

FP 1 No Template	FP 2 No Template	FP 3 No Template	FP 4 No Template	FP 5 No Template
FP 6 No Template	FP 7 No Template	FP 8 No Template	FP 9 No Template	FP 10 No Template

RFID Card # **Group** 1



Register New Finger Print

Which Finger Print Number to be Register

Finger Print 1



Employee Card Registration

RFID Card #

Employee Leave Summary

This form will display the employee Leave Details like Leave Taken, Standard Allowed Leave and Actual allowed Leave . You can also edit the Actual allowed Leave.

To Edit Actual allowed Leave you have to select any cell of Column “Allowed Leave (actual)” and then click right. It will open the Update Leave Details Form through that you can update allowed Leaves.

Employee Leaves				
Employee Leaves				Year 2010
Leave Type	Year	Allowed Leaves(Std.)	Allowed Leaves(Actual)	LeaveTaken
CL	2010	10	10	0
PL	2010	10	10	0
SL	2010	10	10	0

Update Leave Details	
Actual leave	<input type="text"/>
<input type="button" value="Update"/> <input type="button" value="Close"/>	

eTimeTrackLite Manage Attendance

Schedule Shift

Shift scheduling is assigning either Shift or Shift Calendar to Employee and Department.

If you want to assign shift to particular Employee then you can use employee shift and If want to assign to whole Department of Particular Company then you can use Department Shift. Both Employee shift and Department Shift can be Assign for Multiple Days.

Department Shift

This form will display the List of all assigned Shift to Departments. It allows Login User to Add, Edit and Delete the Department shifts if he has the permission of “Edit Department Shift”. It allows you to search Employee Shift according to Employee Name, Code, From Date and To date, Company and Department.

Department shift details consists of Department name, Company name, Shift Type ,Shift Name according to Shift Type From date and To date.

eSSL eTimeTrackLite 3.3 - [Department Shifts]

Admin Masters Utilities Attendance Reports Payroll (to be launched) Windows Help

Department Shifts

From Date: 30 Mar 2010 To Date: 30 Apr 2010 Department: All Company: All

From Date	To Date	Company	Department	Shift Assigned	Shift Type	Last Modified Date
30 Apr 2010	30 Apr 2010	a	(A) Administration	GS	Shift	30 Apr 2010
01 Apr 2010	03 Apr 2010	a	(A) Administration	GS	Shift	30 Apr 2010

Assign Edit Delete

Total Records : 2

Login User: essl Role: Admin Login Time: 30 Apr 2010 07:19 PM Powered By: <http://www.esslindia.com>

Start Release [Esslindia Mail - Inbox - Mic...] [eTimeTrackLite User Man...] [eTimeTrackLite 1.0 (Runni...)] [eSSL eTimeTrackLite ...] 19:26

Department Shift Details

Company: a

Department: (A) Administration

☒ Shift ☐ Shift Calendar

Shift: GS

From Date: 30 Apr 2010

To Date: 30 Apr 2010

Add Close

Employee Shift

This form will display the List of all assigned Shift to Employees. It allows Login User to Add, Edit and Delete the Employees shifts if he has the permission of "Edit Employee Shift". It allows you to search Employee Shift according to Employee Name, Code, From Date and To Date, Assigned Shift, Company, Department, Designation, Employment Type, status, category and Location.

Employees shift details consists of Shift Type ,Shift Name according to Shift Type From date and To date. You can assign shift to multiple employee.

eSSL eTimeTrackLite 3.3 - [Employee Shifts]
Admin Masters Utilities Attendance Reports Payroll (to be launched) Windows Help

Employee Shift Details

From Date: 29 Mar 2010 To Date: 29 Apr 2010

Company: All Designation: All Category: All Status: Working Employment Type: All Location: All Shift Assigned: All

Filter
Employee Code:
Is Exact Filter: ☐
Employee Name:
Department:

(B) Non Teaching
(C) 4 Class B. Ed
(C) 4 class ETT
(F) Daily Worker
Admin
Default
UNKNOWN

Filter Reset

From Date	To Date	Emp Code	Emp Name	Shift	Shift Type	Company	Department	Location	Category	Status	Emp Type
26 Apr 2010	26 Apr 2010	T1	Test Employee 1	GS	Shift	Default	Default	Bangalore	Default	Working	Permanent
26 Apr 2010	26 Apr 2010	T2	Test Employee 2	GS	Shift	Default	Default	Bangalore	Default	Working	Temporary
26 Apr 2010	26 Apr 2010	T3	Test Employee 3	GS	Shift	Default	Default	Bangalore	Default	Working	Trainee
21 Apr 2010	21 Apr 2010	T1	Test Employee 1	Sam	ShiftCalendar	Default	Default	Bangalore	Default	Working	Permanent

Assign
Edit
Delete

Total Records : 4

Login User: essl Role: Admin Login Time: 29 Apr 2010 03:50 PM Powered By: <http://www.esslindia.com>

Assign Employee Shift

From Date 29 Apr 2010 **To Date** 29 Apr 2010
 ☒ Shift ☐ Shift Calendar **Shift** GS

Filter
 Employee Code **Filter**
 Employee Name **Reset**

Company All **Department** All **Category** All
Designation All **Employment Type** All **Status** All

<input checked="" type="checkbox"/>	Emp Code	Emp Name	Company	Department	Designation	Category	Status	EmploymentType
<input checked="" type="checkbox"/>	22	Harbans Lal	Default	(A) Administration	Account	Default	Working	Permanent
<input checked="" type="checkbox"/>	23	Jagdish Kumar	Default	(A) TEACHING...	LAB.	Default	Working	Permanent
<input checked="" type="checkbox"/>	24	Vaneet Kumar Pa...	Default	(B) Non Teachi...		Default	Working	Permanent
<input checked="" type="checkbox"/>	25	Kishmero devi	Default	(F) Daliy Worker	Safaibali	Default	Working	Permanent
<input checked="" type="checkbox"/>	26	Bawa Ditta	Default	(C) 4 class ETT	Peon	Default	Working	Permanent
<input checked="" type="checkbox"/>	27	Tej Ram	Default	(C) 4 class ETT	Driver	Default	Working	Permanent
<input checked="" type="checkbox"/>	28	Himani Khajuria	Default	(A) TEACHING...	Lect.	Default	Working	Permanent
<input checked="" type="checkbox"/>	30	Ganesh Dutt	Default	(F) Daliy Worker	Peon	Default	Working	Permanent
<input checked="" type="checkbox"/>	31	Naresh Singh	Default	(F) Daliy Worker	Peon	Default	Working	Permanent
<input checked="" type="checkbox"/>	32	Vikram Chand	Default	(A) Administration	Peon	Default	Working	Permanent
<input checked="" type="checkbox"/>	33	Romesh Kumar	Default	(C) 4 Class B.Ed.	Mali	Default	Working	Permanent
<input checked="" type="checkbox"/>	34	Chanchal Sharma	Default	(A) Administration	Supervisor	Default	Working	Permanent
<input checked="" type="checkbox"/>	35	Ninder	Default	(C) 4 class ETT	Safaiwala	Default	Working	Permanent
<input checked="" type="checkbox"/>	36	Pinkey	Default	(C) 4 Class B.Ed.	Safaiwali	Default	Working	Permanent
<input checked="" type="checkbox"/>	38	Jinder	Default	(C) 4 Class B.Ed.	Safiwala	Default	Working	Permanent

Total Employee: 55 Total Selected Employee: 55

Assign Shift Close

Update Employee Shift

Employee Name Test Employee 2

From Date 26 Apr 2010 **To Date** 26 Apr 2010

☒ Shift ☐ Shift Calendar

Shift GS

Update Cancel

Assign Leave Entries, OD Entries

Leave Entries

This form will display the all assigned Leave Entries to employees according to specified From and To Date .It also allows Login User to Add, Edit, Delete Leave Entries ,if he has permission of “ Edit Leave entries ” and Filter Leave Entries by Company ,Department, Employee Name, Employee Code, designation, category ,Leave Type ,Employment Type ,Location etc.

eSSL eTimeTrackLite 3.3 - [Leave Entries]
Admin Masters Utilities Attendance Reports Payroll (to be launched) Windows Help

Employee Leave Entries

From Date: 29 Mar 2010 To Date: 29 Apr 2010

Company: All Designation: All Category: All Leave Type: All Status: Working Employment Type: All Location: All

Filter
Employee Code:
☐ Is Exact Filter
Employee Name:
Department:

(B) Non Teaching
(C) 4 Class B.Ed.
(C) 4 class ETT
(F) Daily Worker
Admin
Default
UNKNOWN

Filter Reset

From Date	To Date	Emp Code	Emp Name	Type	Leave Status	Company	Location	Category	Department	Status	Emp Type
01 Apr 2010	28 Apr 2010	T1	Test Employee 1	CL	FullDay	Default	Bangalore	Default	Default	Working	Permanent
01 Apr 2010	28 Apr 2010	T2	Test Employee 2	CL	FullDay	Default	Bangalore	Default	Default	Working	Temporary
01 Apr 2010	28 Apr 2010	T3	Test Employee 3	CL	FullDay	Default	Bangalore	Default	Default	Working	Trainee

Assign
Edit
Delete

Total Records : 3

Login User: essl Role: Admin Login Time: 29 Apr 2010 03:45 PM Powered By: <http://www.esslindia.com>

- This form will allow assigning of leaves to multiple Employees for Multiple days either full day or half day or ¾ Day or ¼ day with specific Leave type.
- This assigned leave will be used in calculation if it is approved otherwise it will be neglected

Assign Leave

☒ Full Day
☐ 3/4 Day
☐ 1/2 Day
☐ 1/4
☒ Is Approved

From Date 29 Apr 2010
Approved By admin
Remarks

To Date 29 Apr 2010
Leave Type CL

Filter
Employee Code
Filter
Employee Name
Reset

Company All
Department All
Category All
Designation All
Employment Type All
Status All

<input checked="" type="checkbox"/>	Emp Code	Emp Name	Company	Department	Designation	Category	Status	Employment Type
<input checked="" type="checkbox"/>	1	1	a	(A) Administration	Account	a	Working	Permanent
<input checked="" type="checkbox"/>	2	Rashim Sharma	eTimeTrack	(A) TEACHING...	Lect.	Default	Working	Permanent
<input checked="" type="checkbox"/>	3	Vintee	eTimeTrack	(A) TEACHING...	Lect.	Default	Working	Permanent
<input checked="" type="checkbox"/>	4	Monica Anand	eTimeTrack	(A) TEACHING...	Lect.	Default	Working	Permanent
<input checked="" type="checkbox"/>	5	Rekha Devi	eTimeTrack	(A) TEACHING...	Lect.	Default	Working	Permanent
<input checked="" type="checkbox"/>	6	Navneet Kotwal	eTimeTrack	(A) TEACHING...	Lect.	Default	Working	Permanent
<input checked="" type="checkbox"/>	16	Shefali Sharma	eTimeTrack	(A) TEACHING...	Lect.	Default	Working	Permanent
<input checked="" type="checkbox"/>	17	Sat Pal Sharma	eTimeTrack	(B) Non Teachi...	Sec.Officer	Default	Working	Permanent
<input checked="" type="checkbox"/>	18	Rajani Mahanas	Default	(A) TEACHING...	Lect.	Default	Working	Permanent
<input checked="" type="checkbox"/>	19	Parveen Kumar	Default	(C) 4 Class B.Ed.	Peon	Default	Working	Permanent
<input checked="" type="checkbox"/>	20	Parshotam Singh	Default	(C) 4 Class B.Ed.	Peon	Default	Working	Permanent

Total Employee: 55
Total Selected Employee: 55
Assign Leave
Close

Update Leave Entry

Employee Name Test Employee 2

☒ Full Day
☐ 3/4 Day
☐ 1/2 Day
☐ 1/4 Day
☒ Is Approved

From Date 01 Apr 2010
Approved By Admin

To Date 28 Apr 2010
Leave Type CL

Remarks

Update
Close

Out Door entries

This is similar to leave entries only. This form will display the all Outdoor Entries assigned to employees according to specified From and To Date .It also allows Login User to Add, Edit, Delete outdoor Entries, if he has permission of “ Edit Outdoor entries ” and Filter outdoor Entries by Company ,Department, Employee Name, Employee Code, designation, category ,Leave Type ,Employment Type ,Location etc.

eSSL eTimeTrackLite 3.3 - [OutDoor Entries]
Admin Masters Utilities Attendance Reports Payroll (to be launched) Windows Help

OutDoor Entries

From Date 29 Mar 2010 **To Date** 29 Apr 2010
Company: All Designation: All Category: All Status: Working Employment Type: All Location: All

Filter
Employee Code

☐ Is Exact Filter
Employee Name

Department:
(B) Non Teaching
(B) Non Teaching
(C) 4 Class B.Ed.
(C) 4 class ETT
(F) Daily Worker
Admin
Default
UNKNOWN
Filter Reset

From Date	To Date	Duration	Begin Time	End Time	Emp Code	Emp Name	Company	Department	Location	Category	Status	Emp
28 Apr 2010	28 Apr 2010	120	12:00	16:00	33	Romesh Kumar	Default	(C) 4 Class B.Ed.	Bangalore	Default	Working	Perman...
28 Apr 2010	28 Apr 2010	120	12:00	16:00	34	Chanchal Shar...	Default	(A) Administration	Bangalore	Default	Working	Perman...
28 Apr 2010	28 Apr 2010	120	12:00	16:00	35	Ninder	Default	(C) 4 class ETT	Bangalore	Default	Working	Perman...
28 Apr 2010	28 Apr 2010	120	12:00	16:00	36	Pinkey	Default	(C) 4 Class B.Ed.	Bangalore	Default	Working	Perman...
28 Apr 2010	28 Apr 2010	120	12:00	16:00	38	Jinder	Default	(C) 4 Class B.Ed.	Bangalore	Default	Working	Perman...
28 Apr 2010	28 Apr 2010	120	12:00	16:00	39	Garo Devi	Default	(F) Daily Worker	Bangalore	Default	Working	Perman...
28 Apr 2010	28 Apr 2010	120	12:00	16:00	40	Rani	eTimeTrack	(F) Daily Worker	Bangalore	Default	Working	Perman...
28 Apr 2010	28 Apr 2010	120	12:00	16:00	41	Toshi	eTimeTrack	(F) Daily Worker	Bangalore	Default	Working	Perman...
28 Apr 2010	28 Apr 2010	120	12:00	16:00	42	Ghar Singh	eTimeTrack	(B) Non Teachi...	Bangalore	Default	Working	Perman...
28 Apr 2010	28 Apr 2010	120	12:00	16:00	43	Sunil Singh	eTimeTrack	(F) Daily Worker	Bangalore	Default	Working	Perman...
28 Apr 2010	28 Apr 2010	120	12:00	16:00	44	Indu Puri	eTimeTrack	(A) TEACHING...	Bangalore	Default	Working	Perman...
28 Apr 2010	28 Apr 2010	120	12:00	16:00	45	Neeru Slaltia	eTimeTrack	(A) Administration	Bangalore	Default	Working	Perman...
28 Apr 2010	28 Apr 2010	120	12:00	16:00	46	Vaishno Devi	eTimeTrack	(A) Administration	Bangalore	Default	Working	Perman...
28 Apr 2010	28 Apr 2010	120	12:00	16:00	47	Prerna Nanda	eTimeTrack	(B) Non Teachi...	Bangalore	Default	Working	Perman...
28 Apr 2010	28 Apr 2010	120	12:00	16:00	48	Kulbir Singh	eTimeTrack	(A) Administration	Bangalore	Default	Working	Perman...
28 Apr 2010	28 Apr 2010	120	12:00	16:00	49	Sunny Kumar	eTimeTrack	(B) Non Teachi...	Bangalore	Default	Working	Perman...
28 Apr 2010	28 Apr 2010	120	12:00	16:00	50	Munish Mahajan	eTimeTrack	(A) TEACHING...	Bangalore	Default	Working	Perman...
28 Apr 2010	28 Apr 2010	120	12:00	16:00	51	Ram Lal	eTimeTrack	(C) 4 Class B.Ed.	Bangalore	Default	Working	Perman...
28 Apr 2010	28 Apr 2010	120	12:00	16:00	53	Geeta Devi	eTimeTrack	(F) Daily Worker	Bangalore	Default	Working	Perman...
28 Apr 2010	28 Apr 2010	120	12:00	16:00	54	Kuldeep Singh	eTimeTrack	(C) 4 Class B.Ed.	Bangalore	Default	Working	Perman...
28 Apr 2010	28 Apr 2010	120	12:00	16:00	55	Kr samar Dev ...	eTimeTrack	(A) Administration	Bangalore	Default	Working	Perman...
28 Apr 2010	28 Apr 2010	120	12:00	16:00	60	R.P Singh	eTimeTrack	(A) Administration	Bangalore	Default	Working	Perman...
28 Apr 2010	28 Apr 2010	120	12:00	16:00	62	Sanji Ram Shar...	eTimeTrack	(A) Administration	Bangalore	Default	Working	Perman...
28 Apr 2010	28 Apr 2010	120	12:00	16:00	65	Sukhbir singh	eTimeTrack	(A) Administration	Bangalore	Default	Working	Perman...
28 Apr 2010	28 Apr 2010	120	12:00	16:00	66	Neha Manhas	eTimeTrack	(A) TEACHING...	Bangalore	Default	Working	Perman...
28 Apr 2010	28 Apr 2010	120	12:00	16:00	67	Anshu Gupta	eTimeTrack	(A) TEACHING...	Bangalore	Default	Working	Perman...
28 Apr 2010	28 Apr 2010	120	12:00	16:00	1000	ADMIN Global ...	eTimeTrack	UNKNOWN	Bangalore	Default	Working	Perman...
28 Apr 2010	28 Apr 2010	120	12:00	16:00	1015	ab	eTimeTrack	(F) Daily Worker	Bangalore	Default	Working	Perman...
28 Apr 2010	28 Apr 2010	120	12:00	16:00	1016	cd	eTimeTrack	(F) Daily Worker	Bangalore	Default	Working	Perman...
28 Apr 2010	28 Apr 2010	120	12:00	16:00	2536	ef	eTimeTrack	Admin	Bangalore	Default	Working	Perman...
28 Apr 2010	28 Apr 2010	120	12:00	16:00	T1	Test Employee 1	Default	Default	Bangalore	Default	Working	Perman...
28 Apr 2010	28 Apr 2010	120	12:00	16:00	T2	Test Employee 2	Default	Default	Bangalore	Default	Working	Tempor...
28 Apr 2010	28 Apr 2010	120	12:00	16:00	T3	Test Employee 3	Default	Default	Bangalore	Default	Working	Trainee

Assign
Edit
Delete

Total Records : 54
Login User: essl Role: Admin Login Time: 29 Apr 2010 03:50 PM Powered By: <http://www.esslindia.com>

- This form will allow assigning of outdoor entry to multiple Employees for Multiple dates.
- This form will also ask for Duration of Outdoor entries (in minutes) and Begin And End Time.
- This assigned leave will be used in calculation if is approved otherwise it will neglected.

Assign OutDoor Entries

From Date 29 Apr 2010 **To Date** 29 Apr 2010 ☒ Is Approved Approved By Admin

Duration 240 Mins **Begin Time** 12:00 **End Time** 16:00 HH:MM 24 hr fmt

Remarks

Filter

Employee Code **Filter**

Employee Name **Reset**

Company All **Department** All **Category** All **Designation** All **Employment Type** All **Status** All

<input checked="" type="checkbox"/>	Emp Code	Emp Name	Company	Department	Designation	Category	Status	Employment Type
<input checked="" type="checkbox"/>	1	1	a	(A) Administration	Account	a	Working	Permanent
<input checked="" type="checkbox"/>	2	Rashim Sharma	eTimeTrack	(A) TEACHING...	Lect.	Default	Working	Permanent
<input checked="" type="checkbox"/>	3	Vintee	eTimeTrack	(A) TEACHING...	Lect.	Default	Working	Permanent
<input checked="" type="checkbox"/>	4	Monica Anand	eTimeTrack	(A) TEACHING...	Lect.	Default	Working	Permanent
<input checked="" type="checkbox"/>	5	Rekha Devi	eTimeTrack	(A) TEACHING...	Lect.	Default	Working	Permanent
<input checked="" type="checkbox"/>	6	Navneet Kotwal	eTimeTrack	(A) TEACHING...	Lect.	Default	Working	Permanent
<input checked="" type="checkbox"/>	16	Shefali Sharma	eTimeTrack	(A) TEACHING...	Lect.	Default	Working	Permanent
<input checked="" type="checkbox"/>	17	Sat Pal Sharma	eTimeTrack	(B) Non Teachi...	Sec.Officer	Default	Working	Permanent
<input checked="" type="checkbox"/>	18	Rajani Mahanas	Default	(A) TEACHING...	Lect.	Default	Working	Permanent
<input checked="" type="checkbox"/>	19	Parveen Kumar	Default	(C) 4 Class B.Ed.	Peon	Default	Working	Permanent
<input checked="" type="checkbox"/>	20	Parshotam Singh	Default	(C) 4 Class B.Ed.	Peon	Default	Working	Permanent

Total Employee: 55 Total Selected Employee: 55

Assign OutDoor Entries Close

Edit OutDoor Entries

Employee Name Toshi

From Date 28 Apr 2010 **To Date** 28 Apr 2010

Duration 120 Mins **Begin Time** 12:00 **End Time** 16:00

☒ Is Approved Approved By Admin

Remarks

Update Close

View Log Records, Add Manual entries.

This Form will display the all Logs according to specified From and To date. This Form will also allow you Add Logs Manually to multiple date and you can Edit and delete only manually added logs. This will also allows you filter Logs according to all employee Basic Details and Device. Add manual entries will require Direction and Log Date & Time.

eSSL eTimeTrackLite 3.3 - [Device Logs]

Admin Masters Utilities Attendance Reports Payroll (to be launched) Windows Help

Device Logs

From Date 28 Apr 2010 To Date 29 Apr 2010

Device All Company All Designation All Category All Status Working Employment Type All Location All

Filter Employee Code
☐ Is Exact Filter
Employee Name
Department
(B) Non Teaching
(C) 4 Class B.Ed.
(C) 4 class ETT
(F) Daily Worker
a
Admin
Default
UNKNOWN

Filter Reset

Log Date	Device	Direction	Emp Code	Emp Name	Company	Department	Location	Category	Status	Emp Type
29 Apr 2010 13:20:35	ME	in	26	Bawa Ditta	Default	(C) 4 class ETT	a	Default	Working	Permanent
29 Apr 2010 13:20:35	ME	in	43	Sunil Singh	eTimeTrack	(F) Daily Worker	Bangalore	Default	Working	Permanent
29 Apr 2010 13:20:35	ME	in	35	Ninder	Default	(C) 4 class ETT	Bangalore	Default	Working	Permanent
29 Apr 2010 13:20:35	ME	in	39	Garo Devi	Default	(F) Daily Worker	Bangalore	Default	Working	Permanent
29 Apr 2010 13:20:35	ME	in	40	Rani	eTimeTrack	(F) Daily Worker	Bangalore	Default	Working	Permanent
29 Apr 2010 13:20:35	ME	in	41	Toshi	eTimeTrack	(F) Daily Worker	Bangalore	Default	Working	Permanent
29 Apr 2010 13:20:35	ME	in	33	Romesh Kumar	Default	(C) 4 Class B.Ed.	Bangalore	Default	Working	Permanent
29 Apr 2010 13:20:35	ME	in	27	Tej Ram	Default	(C) 4 class ETT	Bangalore	Default	Working	Permanent
29 Apr 2010 13:20:35	ME	in	32	Vikram Chand	Default	(A) Administration	Bangalore	Default	Working	Permanent
29 Apr 2010 13:20:35	ME	in	21	S.L. Kotwal	Default	(A) TEACHING E...	a	Default	Working	Permanent
29 Apr 2010 13:20:35	ME	in	34	Chanchal Sharma	Default	(A) Administration	Bangalore	Default	Working	Permanent
29 Apr 2010 13:20:35	ME	in	19	Parveen Kumar	Default	(C) 4 Class B.Ed.	a	Default	Working	Permanent
29 Apr 2010 13:20:35	ME	in	18	Rajani Mahanas	Default	(A) TEACHING B...	a	Default	Working	Permanent
29 Apr 2010 13:20:35	ME	in	38	Jinder	Default	(C) 4 Class B.Ed.	Bangalore	Default	Working	Permanent
29 Apr 2010 13:20:35	ME	in	24	Vaneet Kumar Pa...	Default	(B) Non Teachin...	a	Default	Working	Permanent
29 Apr 2010 13:20:35	ME	in	49	Sunny Kumar	eTimeTrack	(B) Non Teachin...	Bangalore	Default	Working	Permanent
29 Apr 2010 13:20:35	ME	in	42	Ghar Singh	eTimeTrack	(B) Non Teachin...	Bangalore	Default	Working	Permanent
29 Apr 2010 13:20:35	ME	in	30	Ganesh Dutt	Default	(F) Daily Worker	Bangalore	Default	Working	Permanent
29 Apr 2010 13:20:35	ME	in	31	Naresh Singh	Default	(F) Daily Worker	Bangalore	Default	Working	Permanent
29 Apr 2010 13:20:35	ME	in	3	Vinlee	eTimeTrack	(A) TEACHING B...	Bangalore	Default	Working	Permanent
29 Apr 2010 13:20:35	ME	in	4	Monica Anand	eTimeTrack	(A) TEACHING B...	a	Default	Working	Permanent
29 Apr 2010 13:20:35	ME	in	16	Shelali Sharma	eTimeTrack	(A) TEACHING B...	a	Default	Working	Permanent
29 Apr 2010 13:20:35	ME	in	47	Prena Nanda	eTimeTrack	(B) Non Teachin...	Bangalore	Default	Working	Permanent
29 Apr 2010 13:20:35	ME	in	2	Rashim Sharma	eTimeTrack	(A) TEACHING B...	Bangalore	Default	Working	Permanent
29 Apr 2010 13:20:35	ME	in	6	Navneet Kotwal	eTimeTrack	(A) TEACHING B...	a	Default	Working	Permanent
29 Apr 2010 13:20:35	ME	in	23	Jagdish Kumar	Default	(A) TEACHING E...	a	Default	Working	Permanent
29 Apr 2010 13:20:35	ME	in	20	Parshotam Singh	Default	(C) 4 Class B.Ed.	a	Default	Working	Permanent
29 Apr 2010 13:20:35	ME	in	45	Neeru Slaltia	eTimeTrack	(A) Administration	Bangalore	Default	Working	Permanent
29 Apr 2010 13:20:35	ME	in	T3	Test Employee 3	Default	Default	Bangalore	Default	Working	Trainee
29 Apr 2010 13:20:35	ME	in	T2	Test Employee 2	Default	Default	Bangalore	Default	Working	Temporary
29 Apr 2010 13:20:35	ME	in	T1	Test Employee 1	Default	Default	Bangalore	Default	Working	Permanent
29 Apr 2010 13:20:35	ME	in	50	Munish Mahajan	eTimeTrack	(A) TEACHING B...	Bangalore	Default	Working	Permanent
29 Apr 2010 13:20:35	ME	in	25	Kishmero devi	Default	(F) Daily Worker	a	Default	Working	Permanent
29 Apr 2010 13:20:35	ME	in	28	Himani Khajuria	Default	(A) TEACHING B...	Bangalore	Default	Working	Permanent

Add Edit Delete

Total Records : 55

Login User: essl Role: Admin Login Time: 29 Apr 2010 03:50 PM Powered By: <http://www.esslindia.com>

Add Device Log

DateTime
29 April 2010 15:57
Direction
in
Device Name
ME

Filter
Employee Code
Filter
Employee Name
Reset

Company
All
Department
All
Category
All
Designation
All
Employment Type
All
Status
All

	Emp Code	Emp Name	Company	Department	Designation	Category	Status	Employment Type
<input type="checkbox"/>	1	1	a	(A) Administr...	Account	a	Working	Permanent
<input type="checkbox"/>	2	Rashim Sharma	eTimeTrack	(A) TEACHIN...	Lect.	Default	Working	Permanent
<input type="checkbox"/>	3	Vintee	eTimeTrack	(A) TEACHIN...	Lect.	Default	Working	Permanent
<input type="checkbox"/>	4	Monica Anand	eTimeTrack	(A) TEACHIN...	Lect.	Default	Working	Permanent
<input type="checkbox"/>	5	Rekha Devi	eTimeTrack	(A) TEACHIN...	Lect.	Default	Working	Permanent
<input type="checkbox"/>	6	Navneet Kotwal	eTimeTrack	(A) TEACHIN...	Lect.	Default	Working	Permanent
<input type="checkbox"/>	16	Shefali Sharma	eTimeTrack	(A) TEACHIN...	Lect.	Default	Working	Permanent
<input type="checkbox"/>	17	Sat Pal Sharma	eTimeTrack	(B) Non Teac...	Sec.Officer	Default	Working	Permanent
<input type="checkbox"/>	18	Rajani Mahanas	Default	(A) TEACHIN...	Lect.	Default	Working	Permanent
<input type="checkbox"/>	19	Parveen Kumar	Default	(C) 4 Class B...	Peon	Default	Working	Permanent
<input type="checkbox"/>	20	Parshotam Sin...	Default	(C) 4 Class B...	Peon	Default	Working	Permanent
<input type="checkbox"/>	21	S.L. Kotwal	Default	(A) TEACHIN...	Lect.	Default	Working	Permanent

Total Employee: 55
Total Selected Employee: 0
Add
Close

Edit DeviceLog

Employee Name
Ramesh Kumar
Employee Code
33
Device Name
ME
DateTime
29 Apr 2010 13:20
Direction
in

Update
Close

eTimeTrackLite Registers

eTimeTrackLite Registers will show Attendance Details or Leave summary. It will also allow you export record to excel Sheet and filter record according to employee Basic Details.

Attendance Register

This Register will show One Month Attendance status of all Employees. Status can be absent, present, weekly off, holiday, on Leave, on outdoor entries and Combination of these also. Abbreviations for Status are:

- A - Absent
- P - Present
- CL, PL, SL – Leave Types
- OD - Out Door Duty
- WO - Weekly Off
- H - Holiday

eSSL eTimeTrackLite 3.3 - [Attendance Register]

Admin Masters Utilities Attendance Reports Payroll (to be launched) Windows Help

Attendance Register Export

Month: **Apr** Year: **2010** Go

Company: **All** Designation: **All** Category: **All** Status: **Working** Employment Type: **All** Location: **All**

Filter
 Employee Code:
☐ Is Exact Filter
 Employee Name:
 Department: **(B) Non Teacher**
 (B) Non Teacher
 (C) 4 Class B.Ed
 (C) 4 class E.T.T
 (F) Daily Worker
 Admin
 Default
 UNKNOWN

Filter Reset

Emp Code	Emp	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
4	Monica A...	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	H	A	WO	WO	A	A	1/2P(OD)	P		
5	Rekha Devi	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	H	A	WO	WO	A	A	1/2P(OD)	P		
6	Navneet ...	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	H	A	WO	WO	A	A	1/2P(OD)	P		
16	Shelali Sh...	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	H	A	WO	WO	A	A	1/2P(OD)	P		
17	Sat Pal Sh...	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	H	A	WO	WO	A	A	1/2P(OD)	P		
18	Rajani Ma...	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	H	A	WO	WO	A	A	1/2P(OD)	P		
19	Parveen K...	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	H	A	WO	WO	A	A	1/2P(OD)	P		
20	Parshotam...	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	H	A	WO	WO	A	A	1/2P(OD)	P		
21	S.L. Kotwal	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	H	A	WO	WO	A	A	1/2P(OD)	P		
22	Harbans Lal	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	H	A	WO	WO	A	A	1/2P(OD)	P		
23	Jagdish K...	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	H	A	WO	WO	A	A	1/2P(OD)	P		
24	Vaneeet Ku...	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	H	A	WO	WO	A	A	1/2P(OD)	P		
25	Kishmero ...	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	H	A	WO	WO	A	A	1/2P(OD)	P		
26	Bawa Ditta	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	H	A	WO	WO	A	A	1/2P(OD)	P		
27	Tej Ram	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	H	A	WO	WO	A	A	1/2P(OD)	P		
28	Himani Kh...	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	H	A	WO	WO	A	A	1/2P(OD)	P		
30	Ganesh D...	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	H	A	WO	WO	A	A	1/2P(OD)	P		
31	Naresh Si...	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	H	A	WO	WO	A	A	1/2P(OD)	P		
32	Vikram Ch...	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	H	A	WO	WO	A	A	1/2P(OD)	P		
33	Romesh K...	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	H	A	WO	WO	A	A	1/2P(OD)	P		
34	Chanchal ...	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	H	A	WO	WO	A	A	1/2P(OD)	P		
35	Ninder	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	H	A	WO	WO	A	A	1/2P(OD)	P		
36	Pinkay	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	H	A	WO	WO	A	A	1/2P(OD)	P		
38	Jinder	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	H	A	WO	WO	A	A	1/2P(OD)	P		
39	Garv Devi	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	H	A	WO	WO	A	A	1/2P(OD)	P		
40	Rani	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	H	A	WO	WO	A	A	1/2P(OD)	P		
41	Toshi	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	H	A	WO	WO	A	A	1/2P(OD)	P		
42	Ghar Singh	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	H	A	WO	WO	A	A	1/2P(OD)	P		
43	Sunil Singh	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	H	A	WO	WO	A	A	1/2P(OD)	P		

Total Records : 55

Login User: essl Role: Admin Login Time: 29 Apr 2010 03:50 PM

Powered By: [3 of 24 - Clipboard](#) Item collected.

OT Register

This Register will show One Month overtime work duration of all Employees .This Register also allow you to Change Overtime of multiple Employee by right click menu option. Update Overtime Form will ask you Overtime Work Duration (in minutes) and to preserve it or not while recalculation of attendance. if you will not check this check Box will discard your edited overtime when you will calculate attendance again and if want to remove Preserve overtime you first select the cell which you don't want to preserve and right click and click on "Don't Preserve".

The cell with superscript with (¹) shows this overtime is preserved.

OverTime Register

Month: Apr Year: 2010 Go

Company: All Designation: All Category: All Status: Working Employment Type: All Location: All

Emp Code	Emp Name	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
4	Monica Anand	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
5	Rekha Devi	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
6	Navneet Kot...	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
16	Shafali Sharma	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
17	Sat Pal Shar...	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
18	Rajani Maha...	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
19	Parveen Ku...	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
20	Parshotam Si...	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
21	S.L. Kotwal	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
22	Harbans Lal	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
23	Jagdish Kumar	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
24	Vaneet Kum...	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
25	Kishmero devi	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
26	Bawa Ditta	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
27	Tej Ram	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
28	Himani Khaju...	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
30	Ganesh Dutt	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
31	Naresh Singh	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
32	Vikram Chand	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
33	Romesh Kumar	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
34	Chanchal Sh...	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
35	Ninder	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
36	Pinkey	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
38	Jinder	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
39	Garv Devi	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
40	Rani	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
41	Toshi	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
42	Ghar Singh	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
43	Sunil Singh	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	

Total Records : 55

Login User : essl Role : Admin Login Time : 29 Apr 2010 03:50 PM

Powered By : 8 of 24 - Clipboard

Update OverTime

Overtime In Min

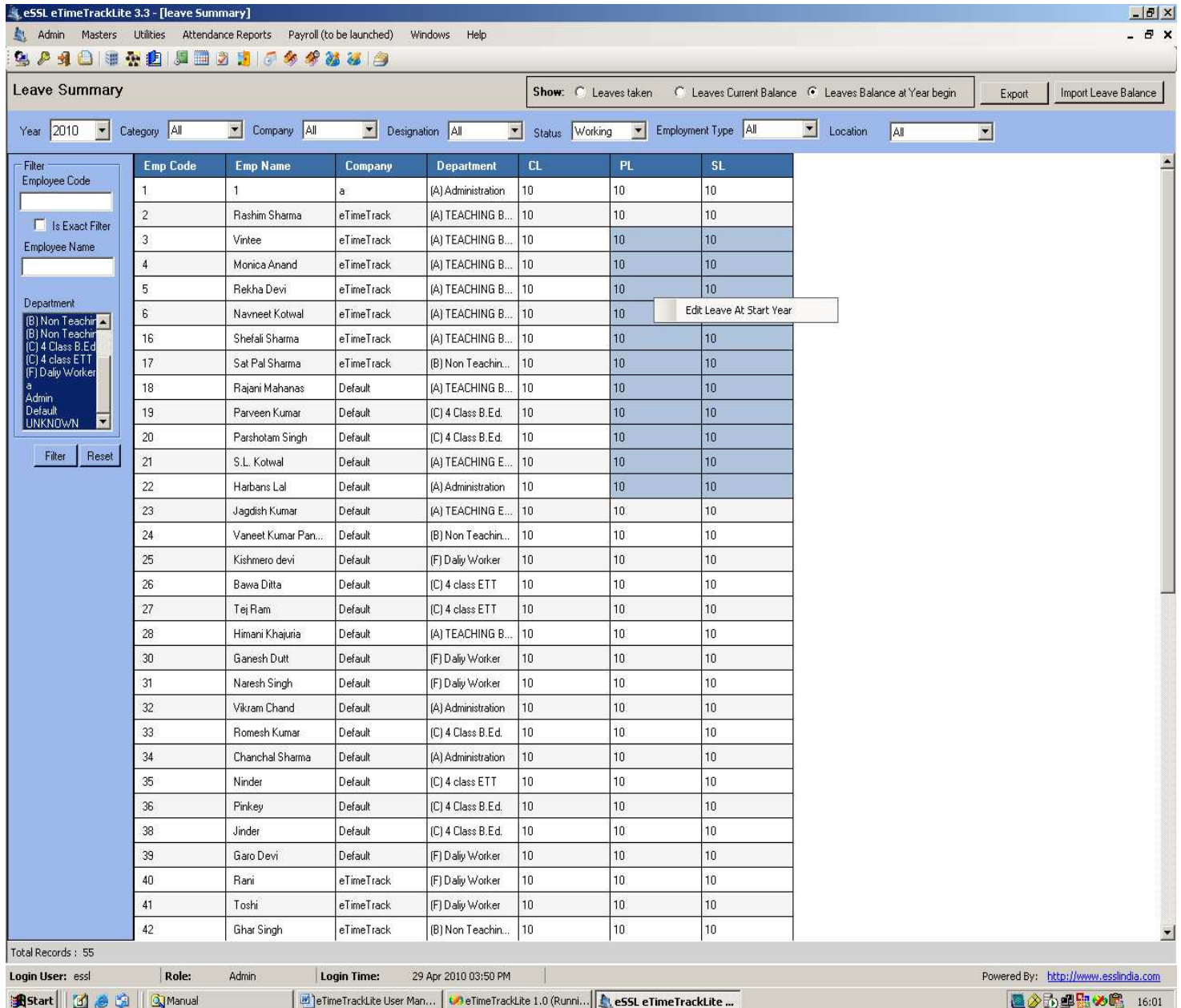
☐ Preserved OverTime Value while Attendance Recalculation

Update Close

Leave Register

This Register will show yearly Leave Summary (Leave Taken , Leave Current Balance , Leave Balance At year Start) of all Employees .This Register also allow you to Change Leave Allowed at the Start of the Year for multiple Employee by right click menu option ,The right click menu will be enable only when you Check “Leave balance at Year Begin” button.

This form also has Feature of Import Leave Balance From excel Sheet.



eSSL eTimeTrackLite 3.3 - [Leave Summary]

Admin Masters Utilities Attendance Reports Payroll (to be launched) Windows Help

Leave Summary Show: ☐ Leaves taken ☐ Leaves Current Balance ☒ Leaves Balance at Year begin Export Import Leave Balance

Year: 2010 Category: All Company: All Designation: All Status: Working Employment Type: All Location: All

Filter
Employee Code:
☐ Is Exact Filter
Employee Name:
Department: (B) Non Teaching (B) Non Teaching (C) 4 Class B.Ed (C) 4 class ETT (F) Daily Worker a Admin Default UNKNOWN Filter Reset

Emp Code	Emp Name	Company	Department	CL	PL	SL
1	1	a	(A) Administration	10	10	10
2	Rashim Sharma	eTimeTrack	(A) TEACHING B...	10	10	10
3	Vinnee	eTimeTrack	(A) TEACHING B...	10	10	10
4	Monica Anand	eTimeTrack	(A) TEACHING B...	10	10	10
5	Rekha Devi	eTimeTrack	(A) TEACHING B...	10	10	10
6	Navneet Kotwal	eTimeTrack	(A) TEACHING B...	10	10	10
16	Shelali Sharma	eTimeTrack	(A) TEACHING B...	10	10	10
17	Sat Pal Sharma	eTimeTrack	(B) Non Teachin...	10	10	10
18	Rajani Mahanas	Default	(A) TEACHING B...	10	10	10
19	Parveen Kumar	Default	(C) 4 Class B.Ed.	10	10	10
20	Parshotam Singh	Default	(C) 4 Class B.Ed.	10	10	10
21	S.L. Kotwal	Default	(A) TEACHING E...	10	10	10
22	Harbans Lal	Default	(A) Administration	10	10	10
23	Jagdish Kumar	Default	(A) TEACHING E...	10	10	10
24	Vaneet Kumar Pan...	Default	(B) Non Teachin...	10	10	10
25	Kishmero devi	Default	(F) Daily Worker	10	10	10
26	Bawa Ditta	Default	(C) 4 class ETT	10	10	10
27	Tej Ram	Default	(C) 4 class ETT	10	10	10
28	Himani Khajuria	Default	(A) TEACHING B...	10	10	10
30	Ganesh Dutt	Default	(F) Daily Worker	10	10	10
31	Naresh Singh	Default	(F) Daily Worker	10	10	10
32	Vikram Chand	Default	(A) Administration	10	10	10
33	Romesh Kumar	Default	(C) 4 Class B.Ed.	10	10	10
34	Chanchal Sharma	Default	(A) Administration	10	10	10
35	Ninder	Default	(C) 4 class ETT	10	10	10
36	Pinkay	Default	(C) 4 Class B.Ed.	10	10	10
38	Jinder	Default	(C) 4 Class B.Ed.	10	10	10
39	Garo Devi	Default	(F) Daily Worker	10	10	10
40	Rani	eTimeTrack	(F) Daily Worker	10	10	10
41	Toshi	eTimeTrack	(F) Daily Worker	10	10	10
42	Ghar Singh	eTimeTrack	(B) Non Teachin...	10	10	10

Total Records : 55

Login User: essl Role: Admin Login Time: 29 Apr 2010 03:50 PM Powered By: <http://www.esslindia.com>

Start Manual eTimeTrackLite User Man... eTimeTrackLite 1.0 (Runni... eSSL eTimeTrackLite ... 16:01

Attendance Logs Register

This Register will show all attendance Details of all employees. Attendance Details consists of In time, Out Time, Is on Leave, Is On OD, Early Going Minutes, late Coming Minutes, all punches, Shift Name etc.

This also allows you to edit Attendance Remarks by right click menu Option.

Attendance Logs From Date: 28 Apr 2010 To Date: 29 Apr 2010 Status: All

Att Date	Emp Code	Emp Name	Status	InTime	OutTime	Shift	Duration	OT	LateBy	EarlyBy	On Leave	On OD	PunchRecord	Remarks
28 Apr 2010	2	Rashmi Sharma	½P(OD)			NS	120	0	0	0	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
28 Apr 2010	3	Vindee	½P(OD)			NS	120	0	0	0	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
28 Apr 2010	4	Monica Anand	½P(OD)			NS	120	0	0	0	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
28 Apr 2010	5	Rekha Devi	½P(OD)			NS	120	0	0	0	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
28 Apr 2010	6	Navneet Kotwal	½P(OD)			NS	120	0	0	0	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
28 Apr 2010	16	Shafali Sharma	½P(OD)			NS	120	0	0	0	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
28 Apr 2010	17	Sat Pal Sharma	½P(OD)			NS	120	0	0	0	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
28 Apr 2010	18	Rajani Mahanas	½P(OD)			NS	120	0	0	0	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
28 Apr 2010	19	Parveen Kumar	½P(OD)			NS	120	0	0	0	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
28 Apr 2010	20	Parshotam Singh	½P(OD)			NS	120	0	0	0	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
28 Apr 2010	21	S.L. Kotwal	½P(OD)			NS	120	0	0	0	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
28 Apr 2010	22	Harbans Lal	½P(OD)			NS	120	0	0	0	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
28 Apr 2010	23	Jagdish Kumar	½P(OD)			NS	120	0	0	0	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
28 Apr 2010	24	Vaneet Kumar	½P(OD)			NS	120	0	0	0	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
28 Apr 2010	25	Kishmero devi	½P(OD)			NS	120	0	0	0	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
28 Apr 2010	26	Bawa Ditta	½P(OD)			NS	120	0	0	0	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
28 Apr 2010	27	Tej Ram	½P(OD)			NS	120	0	0	0	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
28 Apr 2010	28	Himani Khajuria	½P(OD)			NS	120	0	0	0	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
28 Apr 2010	30	Ganesh Dutt	½P(OD)			NS	120	0	0	0	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
28 Apr 2010	31	Naresh Singh	½P(OD)			NS	120	0	0	0	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
28 Apr 2010	32	Vikram Chand	½P(OD)			NS	120	0	0	0	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
28 Apr 2010	33	Romesh Kumar	½P(OD)			NS	120	0	0	0	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
28 Apr 2010	34	Chanchal Shar...	½P(OD)			NS	120	0	0	0	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
28 Apr 2010	35	Ninder	½P(OD)			NS	120	0	0	0	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
28 Apr 2010	36	Pinkay	½P(OD)			NS	120	0	0	0	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
28 Apr 2010	38	Jinder	½P(OD)			NS	120	0	0	0	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
28 Apr 2010	39	Garv Devi	½P(OD)			NS	120	0	0	0	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
28 Apr 2010	40	Rani	½P(OD)			NS	120	0	0	0	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
28 Apr 2010	41	Toshi	½P(OD)			NS	120	0	0	0	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
28 Apr 2010	42	Ghar Singh	½P(OD)			NS	120	0	0	0	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
28 Apr 2010	43	Sunil Singh	½P(OD)			NS	120	0	0	0	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
28 Apr 2010	44	Indu Puri	½P(OD)			NS	120	0	0	0	<input type="checkbox"/>	<input checked="" type="checkbox"/>		

Total Records : 108

Login User: essl Role: Admin Login Time: 29 Apr 2010 03:50 PM Powered By: <http://www.esslindia.com>

Update AttRemarks

Remarks: Update Remarks

Update Close

eTimeTrackLite Device Management

Download Logs

- This form will show you all Device List. The Right click menu option will allow you to Add, Edit and Delete Devices.
- “Start Download” button will start downloading of logs from selected Device if it’s connected.
- “Download Logs from Beginning” check box will allows you download all logs which are in device other wise it will download after Last Downloaded log date.
- “Download USB” will allow you to download the logs from “.dat “file.

The screenshot shows the 'Device Management' window. At the top, there is a 'Device List' section with a checkbox for 'Download Logs from beginning', a 'Start Download' button, a 'Stop Download' button, and a 'Download USB' button. Below this is a table with the following columns: Device Name, Type, Ip Address, Last Log Date, Last Log Time, Logs Downloaded, and Status. The table contains two rows: one for 'TD' (Type: Tcp/IP, Ip Address: 192.168.1.209, Last Log Date: 30-Mar-2010, Last Log Time: 11:39:23) and one for 'USB' (Type: USB, Ip Address: , Last Log Date: 17-Apr-2009, Last Log Time: 07:33:10). The 'Logs Downloaded' and 'Status' columns are empty for both devices.

Device Name	Type	Ip Address	Last Log Date	Last Log Time	Logs Downloaded	Status
TD	Tcp/IP	192.168.1.209	30-Mar-2010	11:39:23		
USB	USB		17-Apr-2009	07:33:10		

Device Details

Device Details Consist of Device Name, Short Name, Serial No., Direction (In, Out, Alt In out, system In/Out) , IP address, Connection Type that will be either Tcp/IP or USB and Comm key that is device communication password generally its default value in device is “0”.

The screenshot shows the 'Add Device' dialog box. It contains the following fields and controls:

- Device Name: Text input field
- Short Name: Text input field
- Serial Number: Text input field
- Device Direction: Dropdown menu (currently set to 'Alternate In/Out Device')
- Connection Type: Dropdown menu (currently set to 'Tcp/IP')
- Ip Address: Text input field
- Comm Key: Text input field (currently set to '0')
- Buttons: 'Test Connection', 'Save', and 'Close'

Update device form will allows to update device information , Set system Date as Device Date and Time, Download Users From Device and Store this into Database, Change Device IP Address ,View Device Status, Upload Users to Device, Restart the device, clear all admin Privilege From Device.

Users in Device will show all existing user in Device with its details like user Name in Database an in device, Privilege, card No, Password, Finger Print and Face



Update Device

General | Users in Device

Set System Date Time | Clear Admin Privilege | Download Users to DB | Clear Logs

View Device Status | Change IP Address | Upload Users to Device | Restart Device

Device Name: Test Device

Short Name: TD | Serial Number: 1

Device Direction: System Direction(In/Out) Device | Connection Type: Tcp/IP

Ip Address: 192.168.1.1 | Comm Key: 0

Test Connection | Unlock Door | Save | Close

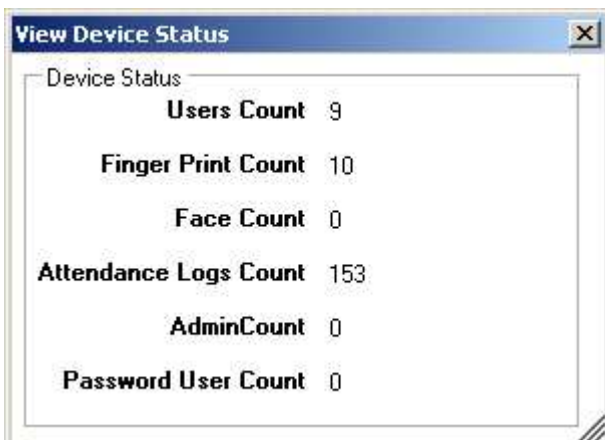


Change Device Ip Address

Change Device Ip

Ip Address: 192.168.1.173

Save | Close



View Device Status

Device Status

Users Count	9
Finger Print Count	10
Face Count	0
Attendance Logs Count	153
AdminCount	0
Password User Count	0

Update Device

General

Users in Device

<input type="checkbox"/>	User Id	Name In Device	Name In DB	Privilege	Card	Pwd	FP in Server	Face in Server
<input type="checkbox"/>	10	a		Normal User	0	No		
<input type="checkbox"/>	1	1		Normal User	0	No		
<input type="checkbox"/>	2			Normal User	0	No		
<input type="checkbox"/>	3			Normal User	0	No		
<input type="checkbox"/>	789			Normal User	0	No		
<input type="checkbox"/>	86963			Normal User	0	No		
<input type="checkbox"/>	4			Normal User	0	No		
<input type="checkbox"/>	5			Normal User	0	No		
<input type="checkbox"/>	6			Normal User	0	No		

100 %

Refresh

Total 9 Users

Upload Users

This form will upload User Details, Card no., Fingerprint and Faces to device.

Upload Users to Device

Filter

Employee Code

Filter

Employee Name

Reset

Company

Department

Designation

Category

Employment Type

Status

<input type="checkbox"/>	Device Code	Employee Code	Employee Name	Company	Department	Group ID	Card Number	Password	Fingerprint	Face
<input type="checkbox"/>	1	1	1	a	(A) Administration	1		No	1	0
<input type="checkbox"/>	2	2	Rashim Sharma	eTimeTrack	(A) TEACHING B.Ed.	1		No	1	0
<input type="checkbox"/>	3	3	Vintee	eTimeTrack	(A) TEACHING B.Ed.	1		No	1	0
<input type="checkbox"/>	4	4	Monica Anand	eTimeTrack	(A) TEACHING B.Ed.	1		No	1	0
<input type="checkbox"/>	5	5	Rekha Devi	eTimeTrack	(A) TEACHING B.Ed.	1		No	1	0
<input type="checkbox"/>	6	6	Navneet Kotwal	eTimeTrack	(A) TEACHING BBA	1		No	1	0
<input type="checkbox"/>	10	10	10	Default	Default	1		No	2	0
<input type="checkbox"/>	789	789	789	Default	Default	1		No	1	0
<input type="checkbox"/>	86963	86963	86963	Default	Default	1		No	1	0

Total 9 Users

To Group

☒ User Info
 ☐ Cards
 ☐ Fingerprints
 ☐ Faces

Upload

Close

Download Users

This form will Download Users Details, Card no., Fingerprint and Faces From device and store these to database.



Download Users Bio to DB

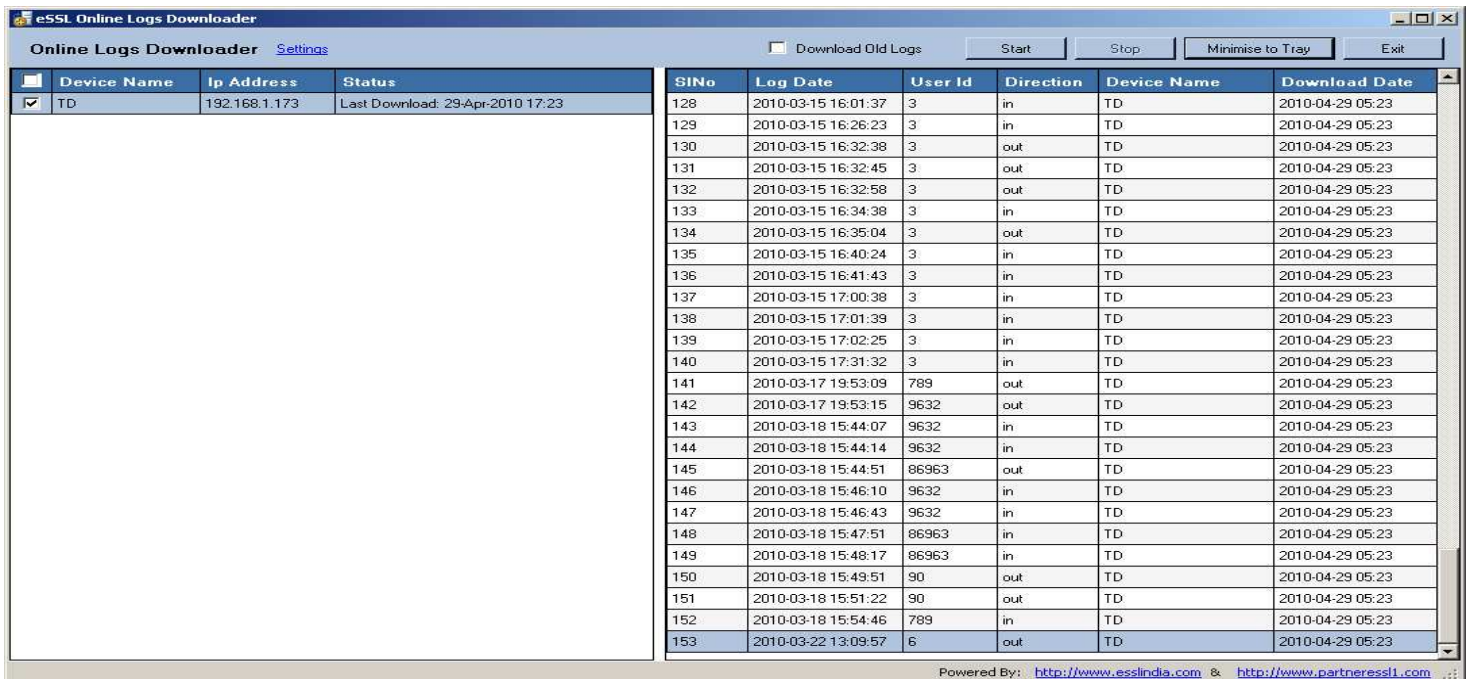
Select

☒ UserInfo ☐ Cards ☐ Fingerprints ☐ Faces

Download to DB Close

Schedule Downloader

To schedule Downloader setup is providing one more .exe “eSSL Online Downloader”. By Clicking on settings Link Button You can schedule Downloader



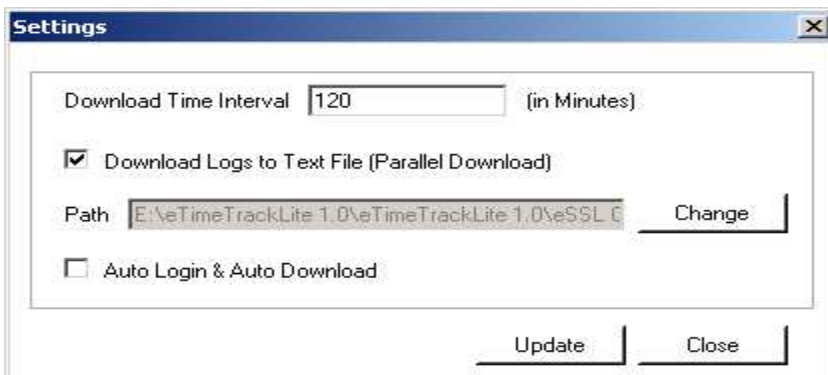
eSSL Online Logs Downloader

Online Logs Downloader Settings

Download Old Logs Start Stop Minimise to Tray Exit

Device Name	Ip Address	Status	SINo	Log Date	User Id	Direction	Device Name	Download Date
TD	192.168.1.173	Last Download: 29-Apr-2010 17:23	128	2010-03-15 16:01:37	3	in	TD	2010-04-29 05:23
			129	2010-03-15 16:26:23	3	in	TD	2010-04-29 05:23
			130	2010-03-15 16:32:38	3	out	TD	2010-04-29 05:23
			131	2010-03-15 16:32:45	3	out	TD	2010-04-29 05:23
			132	2010-03-15 16:32:58	3	out	TD	2010-04-29 05:23
			133	2010-03-15 16:34:38	3	in	TD	2010-04-29 05:23
			134	2010-03-15 16:35:04	3	out	TD	2010-04-29 05:23
			135	2010-03-15 16:40:24	3	in	TD	2010-04-29 05:23
			136	2010-03-15 16:41:43	3	in	TD	2010-04-29 05:23
			137	2010-03-15 17:00:38	3	in	TD	2010-04-29 05:23
			138	2010-03-15 17:01:39	3	in	TD	2010-04-29 05:23
			139	2010-03-15 17:02:25	3	in	TD	2010-04-29 05:23
			140	2010-03-15 17:31:32	3	in	TD	2010-04-29 05:23
			141	2010-03-17 19:53:09	789	out	TD	2010-04-29 05:23
			142	2010-03-17 19:53:15	9632	out	TD	2010-04-29 05:23
			143	2010-03-18 15:44:07	9632	in	TD	2010-04-29 05:23
			144	2010-03-18 15:44:14	9632	in	TD	2010-04-29 05:23
			145	2010-03-18 15:44:51	86963	out	TD	2010-04-29 05:23
			146	2010-03-18 15:46:10	9632	in	TD	2010-04-29 05:23
			147	2010-03-18 15:46:43	9632	in	TD	2010-04-29 05:23
			148	2010-03-18 15:47:51	86963	in	TD	2010-04-29 05:23
			149	2010-03-18 15:48:17	86963	in	TD	2010-04-29 05:23
			150	2010-03-18 15:49:51	90	out	TD	2010-04-29 05:23
			151	2010-03-18 15:51:22	90	out	TD	2010-04-29 05:23
			152	2010-03-18 15:54:46	789	in	TD	2010-04-29 05:23
			153	2010-03-22 13:09:57	6	out	TD	2010-04-29 05:23

Powered By: <http://www.esslindia.com> & <http://www.partneressl.com>



Settings

Download Time Interval (in Minutes)

☒ Download Logs to Text File (Parallel Download)

Path Change

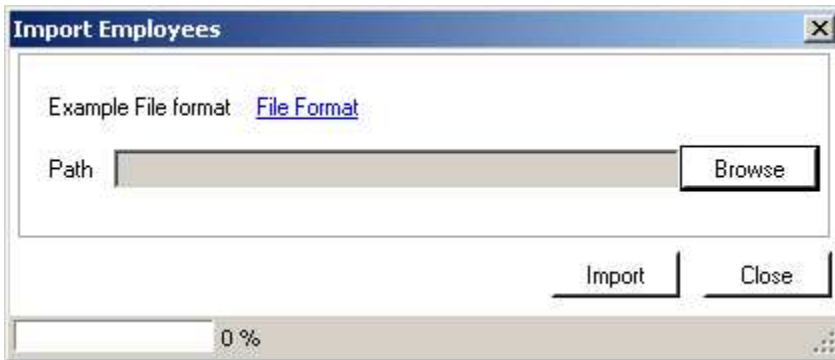
☐ Auto Login & Auto Download

Update Close

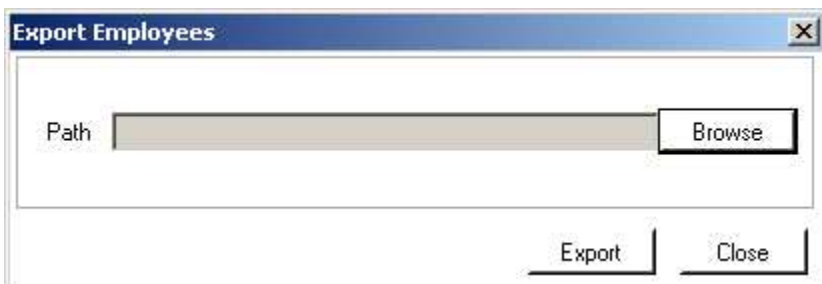
eTimeTrackLite Utilities

Import Export Employees

An import and Export employee utility allows Login User to import and export Employee Basic and Other Details from Excel Sheet., if he has Permission of "Import Employee" and "Export Employee".



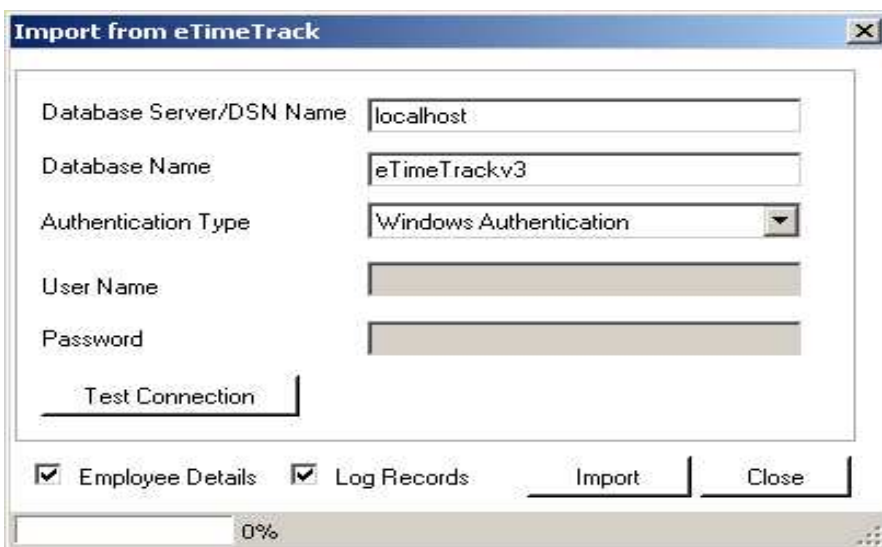
The "Import Employees" dialog box features a title bar with a close button. Inside, there is a label "Example File format" followed by a blue hyperlink "File Format". Below this is a "Path" text box and a "Browse" button. At the bottom right, there are "Import" and "Close" buttons. A progress bar at the very bottom shows "0 %".



The "Export Employees" dialog box has a title bar with a close button. It contains a "Path" text box and a "Browse" button. At the bottom right, there are "Export" and "Close" buttons.

Import From eTimeTrack

Import From etimeTrack form will allows you import Employee and Log records from eTimeTrack software.



The "Import from eTimeTrack" dialog box includes a title bar with a close button. It contains several input fields: "Database Server/DSN Name" (with "localhost" entered), "Database Name" (with "eTimeTrackv3" entered), "Authentication Type" (a dropdown menu showing "Windows Authentication"), "User Name", and "Password". Below these is a "Test Connection" button. At the bottom, there are two checked checkboxes: "Employee Details" and "Log Records". To the right of these are "Import" and "Close" buttons. A progress bar at the bottom shows "0 %".

Backup database

This form will allow you to take your database backup on specified Path. This Feature is only available For Ms-Access database.



The 'Backup Database' dialog box has a title bar with a close button. It contains a 'File Path' label followed by a text input field and a browse button (...). At the bottom, there are 'Save' and 'Close' buttons.

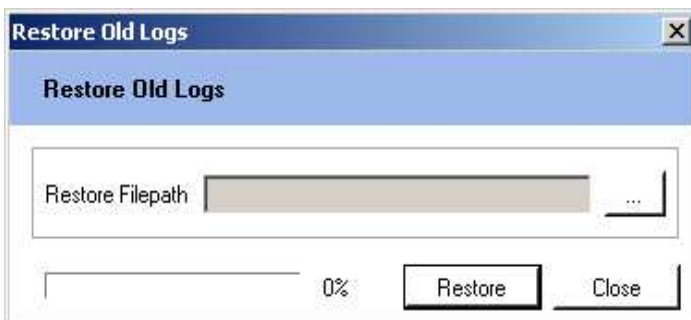
Backup & Clear Old Logs /Restore Old Data

Backup Form will allow you to Backup Log records according to date in ".bck" file on specified path. If you want to delete this from the database, you should check 'Clear Logs'.

Restore old Logs will Restore Log Records from ".bck" File.



The 'Backup & Clear Old Logs' dialog box has a title bar with a close button. It contains a 'From Date' and 'To Date' dropdown menu, both set to '29 Apr 2010'. Below them is a 'Backup Path' text input field with a browse button (...). A 'Clear Logs' checkbox is checked. At the bottom, there is a progress bar showing '0%', and 'Save' and 'Close' buttons.



The 'Restore Old Logs' dialog box has a title bar with a close button. It contains a 'Restore Filepath' text input field with a browse button (...). At the bottom, there is a progress bar showing '0%', and 'Restore' and 'Close' buttons.

eTimeTrackLite Re-Calculate Attendance

This Form will recalculate attendance according to specified From and To date and this also allows you filter by companies and Departments.

Re Calculate Attendance

From Date: 29 Mar 2010 To Date: 29 Apr 2010

Select Companies

- a
- Default
- eTimeTrack

[Select All](#) [Deselect All](#)

Select Departments

- (A) Administration
- (A) TEACHING B.Ed.
- (A) TEACHING BBA
- (A) TEACHING ETT
- (B) Non Teaching B.Ed.
- (B) Non Teaching BBA
- (C) 4 Class B.Ed.
- (C) 4 class ETT
- (F) Daliy Worker
- a
- Admin
- Default
- UNKNOWN

[Select All](#) [Deselect All](#)

100 %

[Calculate](#) [Close](#)

eTimeTrackLite Reports

eTimeTrackLite generating report forms also allows you to various report like and filter report data according to company, Department and employee Details.

Various Reports are:

- Daily Attendance repots
- Monthly Attendance reports
- Yearly Attendance reports
- Leave Summary
- Log Records
- Leave Entries Report
- Outdoor Entries Report
- Continuous Abnormally
- Random Check Report
- Special Reports (Graph and Matrix)
- Generate Memo

Daily Attendance

Daily Attendance Reports are: -

- Basic Attendance Report
- Detailed Attendance Report
- Summary Report
- CSV Export

Daily Attendance report can be filter according status i.e. Present, Absent, Late, Coming, Early Going, On leave, On Outdoor Duty, Short worked, extra worked, Missed out punch.

Daily Attendance Report

Daily Attendance Report

From Date: 29 Apr 2010 To Date: 29 Apr 2010 Basic Report

☐ Filter Employee

Employee Code: ☐ Exact

Employee Name:
Employee Category: All
Employee Designation: All
Employee Location: All
Employee Type: All

☐ Select Status

Present
Absent
Late Coming
Early Going
On Leave
On Outdoor Duty
Short Worked
Extra Worked
Missed Out Punch

☐ Filter Company

a
Default
eTimeTrack

Select All Deselect All

☐ Filter Department

(A) Administration
(A) TEACHING B.Ed.
(A) TEACHING BBA
(A) TEACHING ETT
(B) Non Teaching B.Ed.
(B) Non Teaching BBA
(C) 4 Class B.Ed.
(C) 4 class ETT
(F) Daily Worker
a
Admin

Select All Deselect All

☐ Filter Shift

GS
WO

Select All Deselect All

☐ Recalculate Attendance

Generate Close

Daily Attendance Report (Basic Report)

Apr 29 2010 To Apr 29 2010

Company: Default

Printed On : Apr 29 2010 16:11

Attendance Date 29-Apr-2010

Department (A) Administration

SNo.	Employee	InTime	OutTime	Shift	Duration	OT	Status	Remarks
1	22:Harbans Lal	13:20		GS	5:09	00:00	Present (No Out Punch)	
2	32:Vkram Chand	13:20		GS	5:09	00:00	Present (No Out Punch)	
3	34:Chanchal Sharma	13:20		GS	5:09	00:00	Present (No Out Punch)	

Department (A) TEACHING B.Ed.

SNo.	Employee	InTime	OutTime	Shift	Duration	OT	Status	Remarks
1	18:Rajani Mahanas	13:20		GS	5:09	00:00	Present (No Out Punch)	

Department (A) TEACHING BBA

SNo.	Employee	InTime	OutTime	Shift	Duration	OT	Status	Remarks
1	28:Himani Khajuria	13:20		GS	5:09	00:00	Present (No Out Punch)	

Department (A) TEACHING ETT

SNo.	Employee	InTime	OutTime	Shift	Duration	OT	Status	Remarks
1	21:S.L. Kotwal	13:20		GS	5:09	00:00	Present (No Out Punch)	
2	23:Jagdish Kumar	13:20		GS	5:09	00:00	Present (No Out Punch)	

Department (B) Non Teaching B.Ed.

SNo.	Employee	InTime	OutTime	Shift	Duration	OT	Status	Remarks
1	24:Vaneet Kumar Pangotra	13:20		GS	5:09	00:00	Present (No Out Punch)	

Department (C) 4 Class B.Ed.

SNo.	Employee	InTime	OutTime	Shift	Duration	OT	Status	Remarks
1	19:Parveen Kumar	13:20		GS	5:09	00:00	Present (No Out Punch)	
2	20:Parshotam Singh	13:20		GS	5:09	00:00	Present (No Out Punch)	
3	33:Romesh Kumar	13:20		GS	5:09	00:00	Present (No Out Punch)	
4	36:Pinkey	13:20		GS	5:09	00:00	Present (No Out Punch)	
5	38:Jinder	13:20		GS	5:09	00:00	Present (No Out Punch)	

Daily Attendance Report (Detailed Report)

Apr 29 2010 To Apr 29 2010

Company: Default

Printed On : Apr 29 2010 16:14

Attendance Date 29-Apr-2010

Department (A) Administration

SNo.	Employee	InTime	OutTime	Shift	BeginTime	End Time	Duration	Status	LateBy	EarlyBy	OT	Punch Records
1	22:Harbans Lal	13:20		GS	09:30	18:30	5:09	Present (No OutPunch)	3:50	00:00	00:00	13:20:in(ME),18:30:out(SE),
2	32:Vikram Chand	13:20		GS	09:30	18:30	5:09	Present (No OutPunch)	3:50	00:00	00:00	13:20:in(ME),18:30:out(SE),
3	34:Chanchal Sharma	13:20		GS	09:30	18:30	5:09	Present (No OutPunch)	3:50	00:00	00:00	13:20:in(ME),18:30:out(SE),

Department (A) TEACHING B.Ed.

SNo.	Employee	InTime	OutTime	Shift	BeginTime	End Time	Duration	Status	LateBy	EarlyBy	OT	Punch Records
1	18:Rajani Mahanas	13:20		GS	09:30	18:30	5:09	Present (No OutPunch)	3:50	00:00	00:00	13:20:in(ME),18:30:out(SE),

Department (A) TEACHING BBA

SNo.	Employee	InTime	OutTime	Shift	BeginTime	End Time	Duration	Status	LateBy	EarlyBy	OT	Punch Records
1	28:Himani Khajuria	13:20		GS	09:30	18:30	5:09	Present (No OutPunch)	3:50	00:00	00:00	13:20:in(ME),18:30:out(SE),

Department (A) TEACHING ETT

SNo.	Employee	InTime	OutTime	Shift	BeginTime	End Time	Duration	Status	LateBy	EarlyBy	OT	Punch Records
1	21:S.L. Kotwal	13:20		GS	09:30	18:30	5:09	Present (No OutPunch)	3:50	00:00	00:00	13:20:in(ME),18:30:out(SE),
2	23:Jagdish Kumar	13:20		GS	09:30	18:30	5:09	Present (No OutPunch)	3:50	00:00	00:00	13:20:in(ME),18:30:out(SE),

Department (B) Non Teaching B.Ed.

SNo.	Employee	InTime	OutTime	Shift	BeginTime	End Time	Duration	Status	LateBy	EarlyBy	OT	Punch Records
1	24:Vaneet Kumar Pangotra	13:20		GS	09:30	18:30	5:09	Present (No OutPunch)	3:50	00:00	00:00	13:20:in(ME),18:30:out(SE),

Department (C) 4 Class B.Ed.

SNo.	Employee	InTime	OutTime	Shift	BeginTime	End Time	Duration	Status	LateBy	EarlyBy	OT	Punch Records
1	19:Parveen Kumar	13:20		GS	09:30	18:30	5:09	Present (No OutPunch)	3:50	00:00	00:00	13:20:in(ME),18:30:out(SE),
2	20:Parshotam Singh	13:20		GS	09:30	18:30	5:09	Present (No OutPunch)	3:50	00:00	00:00	13:20:in(ME),18:30:out(SE),
3	33:Ramesh Kumar	13:20		GS	09:30	18:30	5:09	Present (No OutPunch)	3:50	00:00	00:00	13:20:in(ME),18:30:out(SE),
4	36:Pinkey	13:20		GS	09:30	18:30	5:09	Present (No OutPunch)	3:50	00:00	00:00	13:20:in(ME),18:30:out(SE),

Daily Attendance Report (Summary Report)

Apr 29 2010 To Apr 29 2010

Company: Default

Printed On : Apr 29 2010 16:17

Department: (A) Administration

Employee Code 22 Employee Name: Harbans Lal

Date	InTime	OutTime	Shift	Duration	Status	Remarks
29-Apr-2010	13:20		GS	5:09	Present (No Out Punch)	

Total Duration=5 Hrs 9 Min , PresentDays=1 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =0

Employee Code 32 Employee Name: vkram Chand

Date	InTime	OutTime	Shift	Duration	Status	Remarks
29-Apr-2010	13:20		GS	5:09	Present (No Out Punch)	

Total Duration=5 Hrs 9 Min , PresentDays=1 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =0

Employee Code 34 Employee Name: Chanchal Sharma

Date	InTime	OutTime	Shift	Duration	Status	Remarks
29-Apr-2010	13:20		GS	5:09	Present (No Out Punch)	

Total Duration=5 Hrs 9 Min , PresentDays=1 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =0

Department: (A) TEACHING B.Ed.

Employee Code 18 Employee Name: Rajani Mahanas

Date	InTime	OutTime	Shift	Duration	Status	Remarks
29-Apr-2010	13:20		GS	5:09	Present (No Out Punch)	

Total Duration=5 Hrs 9 Min , PresentDays=1 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =0

Department: (A) TEACHING BBA

Employee Code 28 Employee Name: Himani Khajuria

Date	InTime	OutTime	Shift	Duration	Status	Remarks
29-Apr-2010	13:20		GS	5:09	Present (No Out Punch)	

Total Duration=5 Hrs 9 Min , PresentDays=1 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =0

Department: (A) TEACHING ETT

Employee Code 21 Employee Name: S.L. Kotwal

Date	InTime	OutTime	Shift	Duration	Status	Remarks
29-Apr-2010	13:20		GS	5:09	Present (No Out Punch)	

Total Duration=5 Hrs 9 Min , PresentDays=1 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =0

Employee Code 23 Employee Name: Jagdish Kumar

Date	InTime	OutTime	Shift	Duration	Status	Remarks
29-Apr-2010	13:20		GS	5:09	Present (No Out Punch)	

Total Duration=5 Hrs 9 Min , PresentDays=1 , Leaves=0 , Holiday=0 , AbsentDays=0 , Weekly Off =0

Monthly Attendance

Monthly Attendance Reports are:

- Basic Report
- Summary Report
- Basic Work Duration Report
- Detailed work Duration Report
- Period Wise Report
- CSV Export

Monthly Status Report

Monthly Status Report

From Date

01 Apr 2010

To Date

30 Apr 2010

Report Type

Basic Report

☐ Filter Employee

Employee Code

Exact

Employee Name

Employee Category

All

Employee Designation

All

Employee Location

All

Employee Type

All

☐ Filter Company

a

Default

eTimeTrack

☐ Filter Department

(A) Administration

(A) TEACHING B.Ed

(A) TEACHING BBA

(A) TEACHING ETT

(B) Non Teaching B.

(B) Non Teaching BE

(C) 4 Class B.Ed.

(C) 4 class ETT

(F) Daliy Worker

a

Admin

Select All

Deselect All

Select All

Deselect All

☐ Recalculate Attendance

Generate

Close

Monthly Status Report (Basic Report)

Apr 01 2010 To Apr 29 2010

Company: Default

Printed On : Apr 29 2010 16:20

Department: (A) Administration

Sl	Employee	1 Tn	2 F	3 St	4 S	5 M	6 T	7 W	8 Th	9 F	10 St	11 S	12 M	13 T	14 W	15 Tn	16 F	17 St	18 S	19 M	20 T	21 W	22 Th	23 F	24 St	25 S	26 M	27 T	28 W	29 Th				P	A	L	H	HP	WO	WOP
1	22:Harbans Lal	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	A	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	1/2P (OD)	P			1.5	19.5	0	0	0	8	0
2	32:Vikram Chand	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	A	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	1/2P (OD)	P			1.5	19.5	0	0	0	8	0
3	34:Chanchal Sharma	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	A	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	1/2P (OD)	P			1.5	19.5	0	0	0	8	0

Department: (A) TEACHING B.Ed.

Sl	Employee	1 Th	2 F	3 St	4 S	5 M	6 T	7 W	8 Th	9 F	10 St	11 S	12 M	13 T	14 W	15 Th	16 F	17 St	18 S	19 M	20 T	21 W	22 Th	23 F	24 St	25 S	26 M	27 T	28 W	29 Th				P	A	L	H	HP	WO	WOP
1	18:Rajani Mahanas	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	A	A	A	WO	WO	A	A	1/2P (OD)	P			1.5	19.5	0	0	0	8	0

Department: (A) TEACHING BBA

Sl	Employee	1 Th	2 F	3 St	4 S	5 M	6 T	7 W	8 Th	9 F	10 St	11 S	12 M	13 T	14 W	15 Th	16 F	17 St	18 S	19 M	20 T	21 W	22 Th	23 F	24 St	25 S	26 M	27 T	28 W	29 Th				P	A	L	H	HP	WO	WOP
1	28:Himani Khajuria	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	A	A	A	WO	WO	A	A	1/2P (OD)	P			1.5	19.5	0	0	0	8	0

Department: (A) TEACHING ETT

Sl	Employee	1 Th	2 F	3 St	4 S	5 M	6 T	7 W	8 Th	9 F	10 St	11 S	12 M	13 T	14 W	15 Th	16 F	17 St	18 S	19 M	20 T	21 W	22 Th	23 F	24 St	25 S	26 M	27 T	28 W	29 Th			P	A	L	H	HP	WO	WOP	
1	21:S.L. Kotwal	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	A	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	1/2P (OD)	P			1.5	19.5	0	0	0	8	0
2	23:Jagdish Kumar	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	A	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	1/2P (OD)	P			1.5	19.5	0	0	0	8	0

Department: (B) Non Teaching B.Ed.

Sl	Employee	1 Th	2 F	3 St	4 S	5 M	6 T	7 W	8 Th	9 F	10 St	11 S	12 M	13 T	14 W	15 Th	16 F	17 St	18 S	19 M	20 T	21 W	22 Th	23 F	24 St	25 S	26 M	27 T	28 W	29 Th			P	A	L	H	HP	WO	WOP	
1	34:Vaneet Kumar Pangotra	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	A	A	A	WO	WO	A	A	1/2P (OD)	P			1.5	19.5	0	0	0	8	0

Department: (C) 4 Class B.Ed.

Sl	Employee	1 Th	2 F	3 St	4 S	5 M	6 T	7 W	8 Th	9 F	10 St	11 S	12 M	13 T	14 W	15 Th	16 F	17 St	18 S	19 M	20 T	21 W	22 Th	23 F	24 St	25 S	26 M	27 T	28 W	29 Th				P	A	L	H	HP	WO	WOP	
1	19:Parveen Kumar	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	A	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	1/2P (OD)	P				1.5	19.5	0	0	0	8	0
2	20:Parshotam Singh	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	A	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	1/2P (OD)	P				1.5	19.5	0	0	0	8	0
3	33:Romesh Kumar	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	A	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	1/2P (OD)	P				1.5	19.5	0	0	0	8	0

Generated By:essl

Page No. 2

Monthly Status Report (Summary Report)

Apr 01 2010 To Apr 29 2010

Company: Default

Printed On : Apr 29 2010 16:22

Department: (A) Administration

Employee Code	EmployeeName	P	A	H	HP	WO	WOP	CL	PL	SL	Other Leave	Total Leave
22	Harbans Lal	1.5	19.5	0	0	8	0	0	0	0	0	0
32	Vikram Chand	1.5	19.5	0	0	8	0	0	0	0	0	0
34	Chanchal Sharma	1.5	19.5	0	0	8	0	0	0	0	0	0

Department: (A) TEACHING B.Ed.

Employee Code	EmployeeName	P	A	H	HP	WO	WOP	CL	PL	SL	Other Leave	Total Leave
18	Rajani Mahanas	1.5	19.5	0	0	8	0	0	0	0	0	0

Department: (A) TEACHING BBA

Employee Code	EmployeeName	P	A	H	HP	WO	WOP	CL	PL	SL	Other Leave	Total Leave
28	Himani Khajuria	1.5	19.5	0	0	8	0	0	0	0	0	0

Department: (A) TEACHING ETT

Employee Code	EmployeeName	P	A	H	HP	WO	WOP	CL	PL	SL	Other Leave	Total Leave
21	S.L. Kotwal	1.5	19.5	0	0	8	0	0	0	0	0	0
23	Jagdish Kumar	1.5	19.5	0	0	8	0	0	0	0	0	0

Department: (B) Non Teaching B.Ed.

Employee Code	EmployeeName	P	A	H	HP	WO	WOP	CL	PL	SL	Other Leave	Total Leave
24	Vaneet Kumar Pangotra	1.5	19.5	0	0	8	0	0	0	0	0	0

Department: (C) 4 Class B.Ed.

Employee Code	EmployeeName	P	A	H	HP	WO	WOP	CL	PL	SL	Other Leave	Total Leave
19	Parveen Kumar	1.5	19.5	0	0	8	0	0	0	0	0	0
20	Parshotam Singh	1.5	19.5	0	0	8	0	0	0	0	0	0
33	Romesh Kumar	1.5	19.5	0	0	8	0	0	0	0	0	0
36	Pinkey	1.5	19.5	0	0	8	0	0	0	0	0	0
38	Jinder	1.5	19.5	0	0	8	0	0	0	0	0	0

Department: (C) 4 class ETT

Employee Code	EmployeeName	P	A	H	HP	WO	WOP	CL	PL	SL	Other Leave	Total Leave
26	Bawa Ditta	1.5	19.5	0	0	8	0	0	0	0	0	0

Monthly Status Report (Basic Work Duration)

Apr 01 2010 To Apr 29 2010

Company: Default

Printed On : Apr 29 2010 16:24

Days	1 Th	2 F	3 St	4 S	5 M	6 T	7 W	8 Th	9 F	10 St	11 S	12 M	13 T	14 W	15 Th	16 F	17 St	18 S	19 M	20 T	21 W	22 Th	23 F	24 St	25 S	26 M	27 T	28 W	29 Th		
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Department: (A) Administration

Employee: 22 : Harbans Lal

Status	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	OP	P		
InTime																													13:20		
OutTime																															
Total	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	2:00	5:09		

Employee: 32 : Vikram Chand

Status	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	OP	P		
InTime																												13:20			
OutTime																															
Total	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	2:00	5:09			

Employee: 34 : Chanchal Sharma

Status	A	A	WO	WO	A	A	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	OP	P		
InTime																											13:20			
OutTime																														
Total	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	2:00	5:09		

Department: (A) TEACHING B.Ed.

Employee: 18 : Rajani Mahanas

Status	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	OP	P		
InTime																													13:20		
OutTime																															
Total	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	2:00	5:09		

Generated By:essl

Page No 2

Monthly Status Report (Detailed Work Duration)

Apr 01 2010 To Apr 29 2010

Company: Default

Printed On : Apr 29 2010 16:27

Days	1 Th	2 F	3 St	4 S	5 M	6 T	7 W	8 Th	9 F	10 St	11 S	12 M	13 T	14 W	15 Th	16 F	17 St	18 S	19 M	20 T	21 W	22 Th	23 F	24 St	25 S	26 M	27 T	28 W	29 Th		
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Department: (A) Administration

Employee: 22 : Harbans Lal Total Duration: 7:09 Hrs. Total OT: 00:00 Hrs. Present: 1.5 Absent: 19.5 WeeklyOff: 8 Holidays: 0 Leaves Taken: 0 Late By Hrs: 3:50 Late By Days: 1 Early going By Days: 0

Status	A	A	IWO	IWO	A	A	A	A	A	IWO	IWO	A	A	A	A	A	IWO	IWO	A	A	A	A	A	IWO	IWO	A	A	1/2 P	P		
InTime																															
OutTime																														13:20	
Duration	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00
Late By																														3:50	
Early By																															
OT																															
Shift	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS

Employee: 32 : Vikram Chand Total Duration: 7:09 Hrs. Total OT: 00:00 Hrs. Present: 1.5 Absent: 19.5 WeeklyOff: 8 Holidays: 0 Leaves Taken: 0 Late By Hrs: 3:50 Late By Days: 1 Early going By Days: 0

Status	A	A	IWO	IWO	A	A	A	A	A	IWO	IWO	A	A	A	A	A	IWO	IWO	A	A	A	A	A	IWO	IWO	A	A	A	1/2 P (OD)	P		
InTime																														13:20		
OutTime																																
Duration	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	2:00	6:09	
Late By																														3:50		
Early By																																
OT																																
Shift	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	IGS

Employee: 34 : Chanchal Sharma Total Duration: 7:09 Hrs. Total OT: 00:00 Hrs. Present: 1.5 Absent: 19.5 WeeklyOff: 8 Holidays: 0 Leaves Taken: 0 Late By Hrs: 3:50 Late By Days: 1 Early going By Days: 0

Status	A	A	WO	WO	A	A	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	A	1/2 P (OD)	P		
InTime																														13:20		
OutTime																																
Duration	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	2:00	6:09	
Late By																														3:50		
Early By																																
OT																																
Shift	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS	NS

Generated By:essl

Page No 2

Monthly Status Report (Periodwise Report)

Apr 01 2010 To Apr 29 2010

Company: Default

Printed On : Apr 29 2010 16:29

Days	1 Th	2 F	3 St	4 S	5 M	6 T	7 W	8 Th	9 F	10 St	11 S	12 M	13 T	14 W	15 Th	16 F	17 St	18 S	19 M	20 T	21 W	22 Th	23 F	24 St	25 S	26 M	27 T	28 W	29 Th		
------	------	-----	------	-----	-----	-----	-----	------	-----	-------	------	------	------	------	-------	------	-------	------	------	------	------	-------	------	-------	------	------	------	------	-------	--	--

Department: (F) Daily Worker

Employee: 31 : Naresh Singh

Status	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	1/2 P	1/2 P		
P1Status																											ODL	LT		
P2Status																														
P3Status																														

Employee: 39 : Garo Devi

Status	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	A	A	WO	WO	A	A	A	A	A	WO	WO	A	A	1/2 P	1/2 P		
P1Status																											ODL	LT		
P2Status																														
P3Status																														

Department: Default

Employee: T1 : Test Employee 1

Status	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL
P1Status																											ODL	LT		
P2Status																														
P3Status																														

Employee: T2 : Test Employee 2

Status	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL
P1Status																											ODL	LT		
P2Status																														
P3Status																														

Employee: T3 : Test Employee 3

Status	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL	CL
P1Status																											ODL	LT		
P2Status																														
P3Status																														

Generated By:essl

Page No 6

Yearly Attendance

Yearly attendance report will generate report which will show whole year attendance records if year is current year than it will generate till current date only. It will take attendance start date and month which is specified in master settings.

Yearly Summary Report

Yearly Summary Report

Select Year 2010

☐ Filter Employee

Employee Code ☐ Exact

Employee Name

Employee Category All

Employee Designation All

Employee Location All

Employee Type All

☐ Filter Company

a
Default
eTimeTrack

Select All Deselect All

☐ Filter Department

(A) Administration
(A) TEACHING B.Ed
(A) TEACHING BBA
(A) TEACHING ETT
(B) Non Teaching B.
(B) Non Teaching BE
(C) 4 Class B.Ed.
(C) 4 class ETT
(F) Daliy Worker
a
Admin

Select All Deselect All

☐ Recalculate Attendance

Generate Close

Yearly Summary Report

Jan 01 2009 To Dec 31 2009

Company: Default

Printed On : Apr 29 2010 16:32

Department: (A) Administration

Employee Code 22 Employee Name Harbans Lal

Month	P	A	H	HP	WO	WOP	CL	PL	SL	Other Leave	Total Leave
January	0	0	0	0	0	0	0	0	0	0	0
February	0	0	0	0	0	0	0	0	0	0	0
March	0	0	0	0	0	0	0	0	0	0	0
April	0	0	0	0	0	0	0	0	0	0	0
May	0	0	0	0	0	0	0	0	0	0	0
June	0	0	0	0	0	0	0	0	0	0	0
July	0	0	0	0	0	0	0	0	0	0	0
August	0	0	0	0	0	0	0	0	0	0	0
September	0	0	0	0	0	0	0	0	0	0	0
October	2	8	0	0	3	1	0	0	0	0	0
November	21	3	0	0	9	3	0	0	0	0	0
December	8.5	15	0	0	8	0.5	0	0	0	0	0

Employee Code 32 Employee Name Vikram Chand

Month	P	A	H	HP	WO	WOP	CL	PL	SL	Other Leave	Total Leave
January	0	0	0	0	0	0	0	0	0	0	0
February	0	0	0	0	0	0	0	0	0	0	0
March	0	0	0	0	0	0	0	0	0	0	0
April	0	0	0	0	0	0	0	0	0	0	0
May	0	0	0	0	0	0	0	0	0	0	0
June	0	0	0	0	0	0	0	0	0	0	0
July	0	0	0	0	0	0	0	0	0	0	0
August	0	0	0	0	0	0	0	0	0	0	0
September	0	0	0	0	0	0	0	0	0	0	0
October	7	4	0	0	3	2	0	0	0	0	0
November	21.5	2.5	0	0	9	3	0	0	0	0	0
December	7	17	0	0	8	1	0	0	0	0	0

Employee Code 34 Employee Name Chanchal Sharma

Month	P	A	H	HP	WO	WOP	CL	PL	SL	Other Leave	Total Leave
January	0	0	0	0	0	0	0	0	0	0	0
February	0	0	0	0	0	0	0	0	0	0	0
March	0	0	0	0	0	0	0	0	0	0	0
April	0	0	0	0	0	0	0	0	0	0	0
May	0	0	0	0	0	0	0	0	0	0	0

Leave Summary

It will shows leave taken balance allowed Leave employee wise of whole year.

Leave Summary Report
 Year:2010

Company: Default

Printed On : Apr 29 2010 16:37

Department (A) TEACHING B.Ed.
 Employee: 18.Rajani Mahanas

Leave Type	Leave Allowed	Leave Taken	Leave Balance
CL	10	0	10
PL	10	0	10
SL	10	0	10

Department (C) 4 Class B.Ed.
 Employee: 19.Parveen Kumar

Leave Type	Leave Allowed	Leave Taken	Leave Balance
CL	10	0	10
PL	10	0	10
SL	10	0	10

Employee: 20.Parshotam Singh

Leave Type	Leave Allowed	Leave Taken	Leave Balance
CL	10	0	10
PL	10	0	10
SL	10	0	10

Employee: 33.Romesh Kumar

Leave Type	Leave Allowed	Leave Taken	Leave Balance
CL	10	0	10
PL	10	0	10
SL	10	0	10

Employee: 36.Pinkey

Leave Type	Leave Allowed	Leave Taken	Leave Balance
CL	10	0	10
PL	10	0	10
SL	10	0	10

Employee: 38.Jinder

Leave Type	Leave Allowed	Leave Taken	Leave Balance
CL	10	0	10
PL	10	0	10
SL	10	0	10

Generated By:essl

Page No. 2

Leave Entries, Out Door Duty Entries

These report will shows Leave Entries and Outdoor Entries .These will also allow you to filter report data by Approved or Not Approved.

OutDoor Entries Report

OutDoor Entries Report

From Date

29 Apr 2010

To Date

29 Apr 2010

☐ Filter Employee

Employee Code

☐ Exact

Employee Name

Employee Category

All

Employee Designation

All

Employee Location

All

Employee Type

All

All

Approved

Not Approved

a

Default

eTimeTrack

Select All

Deselect All

☐ Filter Department

(A) Administration

(A) TEACHING B.Ed.

(A) TEACHING BBA

(A) TEACHING ETT

(B) Non Teaching B.Ed.

(B) Non Teaching BBA

(C) 4 Class B.Ed.

(C) 4 class ETT

(F) Daliy Worker

a

Admin

Select All

Deselect All

Generate

Close

Leave Entries Report

Leave Entries Report

From Date

29 Apr 2010

To Date

29 Apr 2010

☐ Filter Employee

Employee Code

☐ Exact

Employee Name

Employee Category

All

Employee Designation

All

Employee Location

All

Employee Type

All

All

Approved

Not Approved

a

Default

eTimeTrack

Select All

Deselect All

☐ Filter Department

(A) Administration

(A) TEACHING B.Ed.

(A) TEACHING BBA

(A) TEACHING ETT

(B) Non Teaching B.Ed.

(B) Non Teaching BBA

(C) 4 Class B.Ed.

(C) 4 class ETT

(F) Daliy Worker

a

Admin

Select All

Deselect All

Generate

Close

55

Leave Entries Report (All)

Mar 29 2010 To Apr 29 2010

Company: Default

Printed On : Apr 29 2010 16:34

Date: 07-Apr-2010

Employee Code	Employee Name	Department	LeaveType	IsApproved	ApprovedBy	Leave Remarks
T1	Test Employee 1	Default	CL	True		
T2	Test Employee 2	Default	CL	True		
T3	Test Employee 3	Default	CL	True		

Date: 08-Apr-2010

Employee Code	Employee Name	Department	LeaveType	IsApproved	ApprovedBy	Leave Remarks
T1	Test Employee 1	Default	CL	True		
T2	Test Employee 2	Default	CL	True		
T3	Test Employee 3	Default	CL	True		

Date: 09-Apr-2010

Employee Code	Employee Name	Department	LeaveType	IsApproved	ApprovedBy	Leave Remarks
T1	Test Employee 1	Default	CL	True		
T2	Test Employee 2	Default	CL	True		
T3	Test Employee 3	Default	CL	True		

Date: 10-Apr-2010

Employee Code	Employee Name	Department	LeaveType	IsApproved	ApprovedBy	Leave Remarks
T1	Test Employee 1	Default	CL	True		
T2	Test Employee 2	Default	CL	True		
T3	Test Employee 3	Default	CL	True		

Date: 11-Apr-2010

Employee Code	Employee Name	Department	LeaveType	IsApproved	ApprovedBy	Leave Remarks
T1	Test Employee 1	Default	CL	True		
T2	Test Employee 2	Default	CL	True		
T3	Test Employee 3	Default	CL	True		

Date: 12-Apr-2010

Employee Code	Employee Name	Department	LeaveType	IsApproved	ApprovedBy	Leave Remarks
T1	Test Employee 1	Default	CL	True		
T2	Test Employee 2	Default	CL	True		
T3	Test Employee 3	Default	CL	True		

Generated By:essl

Page No. 2

OutDoor Entries Report (All)

Mar 29 2010 To Apr 29 2010

Company: eTimeTrack

Printed On : Apr 29 2010 16:36

Date: 28-Apr-2010

Employee Code	Employee Name	Department	Duration	IsApproved	ApprovedBy	Outdoor Entries Remarks
2	Rashim Sharma	(A) TEACHING B.Ed.	120	True		
3	Vintee	(A) TEACHING B.Ed.	120	True		
4	Monica Anand	(A) TEACHING B.Ed.	120	True		
5	Rekha Devi	(A) TEACHING B.Ed.	120	True		
6	Navneet Kotwal	(A) TEACHING BBA	120	True		
16	Shafali Sharma	(A) TEACHING B.Ed.	120	True		
17	Sat Pal Sharma	(B) Non Teaching B.Ed.	120	True		
40	Rani	(F) Daily Worker	120	True		
41	Toshi	(F) Daily Worker	120	True		
42	Ghar Singh	(B) Non Teaching BBA	120	True		
43	Sunil Singh	(F) Daily Worker	120	True		
44	Indu Puri	(A) TEACHING B.Ed.	120	True		
45	Neeru Staitia	(A) Administration	120	True		
46	Vaishno Devi	(A) Administration	120	True		
47	Prema Nanda	(B) Non Teaching B.Ed.	120	True		
48	Kulbir Singh	(A) Administration	120	True		
49	Sunny Kumar	(B) Non Teaching B.Ed.	120	True		
50	Munish Mahajan	(A) TEACHING BBA	120	True		
51	Ram Lal	(C) 4 Class B.Ed.	120	True		
53	Geeta Devi	(F) Daily Worker	120	True		
54	Kuldeep Singh	(C) 4 Class B.Ed.	120	True		
55	Kr samar Dev Singh	(A) Administration	120	True		
60	R.P Singh	(A) Administration	120	True		
62	Sanji Ram Sharma	(A) Administration	120	True		
65	Sukhbir singh	(A) Administration	120	True		
66	Neha Manhas	(A) TEACHING B.Ed.	120	True		
67	Anshu Gupta	(A) TEACHING B.Ed.	120	True		
1000	ADMIN Global Village	UNKNOWN	120	True		
1015	ab	(F) Daily Worker	120	True		
1016	od	(F) Daily Worker	120	True		

Logs Records

This Report will show all log records and this can be generate By Employee Wise, Device wise and Date wise

LogRecords Report

LogRecords Report

From Date

29 Apr 2010

To Date

29 Apr 2010

Device Wise

Device Wise

Employee Wise

Date Wise

☐ Filter Employee

Employee Code

Exact

Employee Name

Employee Category

All

Employee Designation

All

Employee Location

All

Employee Type

All

☐ Filter Company

a

Default

eTimeTrack

Select All

Deselect All

☐ Filter Department

(A) Administration

(A) TEACHING B.E

(A) TEACHING BBA

(A) TEACHING ET1

(B) Non Teaching E

(B) Non Teaching E

(C) 4 Class B.Ed.

(C) 4 class ETT

(F) Daily Worker

a

Admin

Select All

Deselect All

☐ Filter Device

ME

SE

TD

USB

Select All

Deselect All

Generate

Close

LogRecords Report (Device Wise)

Apr 29 2010 To Apr 29 2010

Printed On : Apr 29 2010 16:43

Device Name ME

Log Date	Direction	Employee Code	Employee Name	Company	Department
29-Apr-2010 13:20	In	1	1	a	(A) Administration
29-Apr-2010 13:20	In	2	Rashim Sharma	eTimeTrack	(A) TEACHING B.Ed.
29-Apr-2010 13:20	In	3	Vntee	eTimeTrack	(A) TEACHING B.Ed.
29-Apr-2010 13:20	In	4	Monica Anand	eTimeTrack	(A) TEACHING B.Ed.
29-Apr-2010 13:20	In	5	Rekha Devi	eTimeTrack	(A) TEACHING B.Ed.
29-Apr-2010 13:20	In	6	Navneet Kotwal	eTimeTrack	(A) TEACHING BBA
29-Apr-2010 13:20	In	16	Shefali Sharma	eTimeTrack	(A) TEACHING B.Ed.
29-Apr-2010 13:20	In	17	Sat Pal Sharma	eTimeTrack	(B) Non Teaching B.Ed.
29-Apr-2010 13:20	In	18	Rajani Mahanas	Default	(A) TEACHING B.Ed.
29-Apr-2010 13:20	In	19	Parveen Kumar	Default	(C) 4 Class B.Ed.
29-Apr-2010 13:20	In	20	Parshotam Singh	Default	(C) 4 Class B.Ed.
29-Apr-2010 13:20	In	21	S.L. Kotwal	Default	(A) TEACHING ETT
29-Apr-2010 13:20	In	22	Harbans Lal	Default	(A) Administration
29-Apr-2010 13:20	In	23	Jagdish Kumar	Default	(A) TEACHING ETT
29-Apr-2010 13:20	In	24	Vaneet Kumar Pangotra	Default	(B) Non Teaching B.Ed.
29-Apr-2010 13:20	In	25	Kishmero devi	Default	(F) Daily Worker
29-Apr-2010 13:20	In	26	Bawa Ditta	Default	(C) 4 class ETT
29-Apr-2010 13:20	In	27	Tej Ram	Default	(C) 4 class ETT
29-Apr-2010 13:20	In	28	Himani Khajuria	Default	(A) TEACHING BBA
29-Apr-2010 13:20	In	30	Ganesh Dutt	Default	(F) Daily Worker
29-Apr-2010 13:20	In	31	Naresh Singh	Default	(F) Daily Worker
29-Apr-2010 13:20	In	32	Vikram Chand	Default	(A) Administration
29-Apr-2010 13:20	In	33	Romesh Kumar	Default	(C) 4 Class B.Ed.
29-Apr-2010 13:20	In	34	Chanchal Sharma	Default	(A) Administration
29-Apr-2010 13:20	In	35	Ninder	Default	(C) 4 class ETT
29-Apr-2010 13:20	In	36	Pinkey	Default	(C) 4 Class B.Ed.
29-Apr-2010 13:20	In	38	Jinder	Default	(C) 4 Class B.Ed.
29-Apr-2010 13:20	In	39	Garo Devi	Default	(F) Daily Worker
29-Apr-2010 13:20	In	40	Rani	eTimeTrack	(F) Daily Worker
29-Apr-2010 13:20	In	41	Toshi	eTimeTrack	(F) Daily Worker
29-Apr-2010 13:20	In	42	Ghar Singh	eTimeTrack	(B) Non Teaching BBA
29-Apr-2010 13:20	In	43	Sunil Singh	eTimeTrack	(F) Daily Worker
29-Apr-2010 13:20	In	44	Indu Puri	eTimeTrack	(A) TEACHING B.Ed.
29-Apr-2010 13:20	In	45	Neeru Staitia	eTimeTrack	(A) Administration
29-Apr-2010 13:20	In	46	Vaishno Devi	eTimeTrack	(A) Administration
29-Apr-2010 13:20	In	47	Prema Nanda	eTimeTrack	(B) Non Teaching B.Ed.

Generated By:essl

1

LogRecords Report (Employee Wise)

Apr 29 2010 To Apr 29 2010

Company: Default

Printed On : Apr 29 2010 16:43

Department (A) Administration

Employee 22 : Harbans Lal

Log Date	DeviceName	Direction
29-Apr-2010 13:20	ME	In

Employee 32 : Vikram Chand

Log Date	DeviceName	Direction
29-Apr-2010 13:20	ME	In

Employee 34 : Chanchal Sharma

Log Date	DeviceName	Direction
29-Apr-2010 13:20	ME	In

Department (A) TEACHING B.Ed.

Employee 16 : Rajani Mahanas

Log Date	DeviceName	Direction
29-Apr-2010 13:20	ME	In

Department (A) TEACHING BBA

Employee 26 : Himani Khajuria

Log Date	DeviceName	Direction
29-Apr-2010 13:20	ME	In

Department (A) TEACHING ETT

Employee 21 : S.L. Kotwal

Log Date	DeviceName	Direction
29-Apr-2010 13:20	ME	In

Employee 23 : Jagdish Kumar

Log Date	DeviceName	Direction
29-Apr-2010 13:20	ME	In

LogRecords Report (Date Wise)

Apr 29 2010 To Apr 29 2010

Company: Default

Printed On : Apr 29 2010 16:43

Department (A) Administration

Date: 2010-04-29

Log Date	Employee Code	Employee Name	Direction	DeviceName
13:20	22	Harbans Lal	In	ME
13:20	32	Vikram Chand	In	ME
13:20	34	Chanchal Sharma	In	ME

Department (A) TEACHING B.Ed.

Date: 2010-04-29

Log Date	Employee Code	Employee Name	Direction	DeviceName
13:20	18	Rajani Mahanas	In	ME

Department (A) TEACHING BBA

Date: 2010-04-29

Log Date	Employee Code	Employee Name	Direction	DeviceName
13:20	28	Himani Khajuria	In	ME

Department (A) TEACHING ETT

Date: 2010-04-29

Log Date	Employee Code	Employee Name	Direction	DeviceName
13:20	21	S.L. Kotwal	In	ME
13:20	23	Jagdish Kumar	In	ME

Department (B) Non Teaching B.Ed.

Date: 2010-04-29

Log Date	Employee Code	Employee Name	Direction	DeviceName
13:20	24	Vaneet Kumar Pangotra	In	ME

Department (C) 4 Class B.Ed.

Date: 2010-04-29

Log Date	Employee Code	Employee Name	Direction	DeviceName
13:20	19	Parveen Kumar	In	ME

Generated By:essl

Page No 2

Random IN/OUT Check

This report will shows who is in or who is Out at specific time.this report can be generated for multiple date also.

Random Check Report

Random Check Report

From Date
29 Apr 2010
To Date
29 Apr 2010

Time
:
HH:MM 24 hr fmt
in

☐ Filter Employee

Employee Code
Exact
Employee Name
Employee Category
All
Employee Designation
All
Employee Location
All
Employee Type
All

☐ Filter Company

a
Default
eTimeTrack

Select All
Deselect All

☐ Filter Department

(A) Administration
(A) TEACHING B.Ed.
(A) TEACHING BBA
(A) TEACHING ETT
(B) Non Teaching B.Ed.
(B) Non Teaching BBA
(C) 4 Class B.Ed.
(C) 4 class ETT
(F) Daliy Worker
a
Admin

Select All
Deselect All

Generate
Close

Random Check Report - in(Time : 12:00)

Mar 29 2010 To Apr 29 2010

Company: Default

Printed On : Apr 29 2010 16:39

Date: 27-Apr-2010

Date & Time	Employee Code	Employee Name	Department
27-Apr-2010 09:56	T1	Test Employee 1	Default
27-Apr-2010 09:56	T2	Test Employee 2	Default
27-Apr-2010 09:56	T3	Test Employee 3	Default

Date: 28-Apr-2010

Date & Time	Employee Code	Employee Name	Department
27-Apr-2010 17:56	T1	Test Employee 1	Default
27-Apr-2010 17:56	T2	Test Employee 2	Default
27-Apr-2010 17:56	T3	Test Employee 3	Default

Date: 29-Apr-2010

Date & Time	Employee Code	Employee Name	Department
27-Apr-2010 17:56	T1	Test Employee 1	Default
27-Apr-2010 17:56	T2	Test Employee 2	Default
27-Apr-2010 17:56	T3	Test Employee 3	Default

Continuous Abnormality Check

- Continuous Abnormality report can be generated for Absent, Late Coming and Early going.
- This report will shows no of times Continuous Abnormality for specified days.

Continuous Abnormally Report

Continuous Abnormally Report

From Date

08 Apr 2010

To Date

29 Apr 2010

Absent

Absent

Late Coming

Early Going

No of Continous Absent days

5

Filter Employee

Employee Code

Exact

Employee Name

Employee Category

All

Employee Designation

All

Employee Location

All

Employee Type

All

a

Default

eTimeTrack

Select All

Deselect All

Filter Department

(A) Administration

(A) TEACHING B.Ed.

(A) TEACHING BBA

(A) TEACHING ETT

(B) Non Teaching B.Ed.

(B) Non Teaching BBA

(C) 4 Class B.Ed.

(C) 4 class ETT

(F) Daliy Worker

a

Admin

Select All

Deselect All

Recalculate Attendance

Generate

Close

64

Continuous Abnormally Report (Absent)

Apr 04 2010 To Apr 29 2010 (For 5 Days)

Company: Default

Printed On : Apr 29 2010 16:41

Department: (A) Administration

Sno.	Employee Code	Employee Name	Number of Times
1	22	Harbans Lal	3 (05-Apr-2010 ; 06-Apr-2010 ; 07-Apr-2010 ; 08-Apr-2010 ; 09-Apr-2010 ; 12-Apr-2010 ; 13-Apr-2010 ; 14-Apr-2010 ; 15-Apr-2010 ; 16-Apr-2010 ; 19-Apr-2010 ; 20-Apr-2010 ; 21-Apr-2010 ; 22-Apr-2010 ; 23-Apr-2010 ;)
2	32	Vikram Chand	3 (05-Apr-2010 ; 06-Apr-2010 ; 07-Apr-2010 ; 08-Apr-2010 ; 09-Apr-2010 ; 12-Apr-2010 ; 13-Apr-2010 ; 14-Apr-2010 ; 15-Apr-2010 ; 16-Apr-2010 ; 19-Apr-2010 ; 20-Apr-2010 ; 21-Apr-2010 ; 22-Apr-2010 ; 23-Apr-2010 ;)
3	34	Chanchal Sharma	3 (05-Apr-2010 ; 06-Apr-2010 ; 07-Apr-2010 ; 08-Apr-2010 ; 09-Apr-2010 ; 12-Apr-2010 ; 13-Apr-2010 ; 14-Apr-2010 ; 15-Apr-2010 ; 16-Apr-2010 ; 19-Apr-2010 ; 20-Apr-2010 ; 21-Apr-2010 ; 22-Apr-2010 ; 23-Apr-2010 ;)

Department: (A) TEACHING B.Ed.

Sno.	Employee Code	Employee Name	Number of Times
1	18	Rajani Mahanas	3 (05-Apr-2010 ; 06-Apr-2010 ; 07-Apr-2010 ; 08-Apr-2010 ; 09-Apr-2010 ; 12-Apr-2010 ; 13-Apr-2010 ; 14-Apr-2010 ; 15-Apr-2010 ; 16-Apr-2010 ; 19-Apr-2010 ; 20-Apr-2010 ; 21-Apr-2010 ; 22-Apr-2010 ; 23-Apr-2010 ;)

Department: (A) TEACHING BBA

Sno.	Employee Code	Employee Name	Number of Times
1	28	Himani Khajuria	3 (05-Apr-2010 ; 06-Apr-2010 ; 07-Apr-2010 ; 08-Apr-2010 ; 09-Apr-2010 ; 12-Apr-2010 ; 13-Apr-2010 ; 14-Apr-2010 ; 15-Apr-2010 ; 16-Apr-2010 ; 19-Apr-2010 ; 20-Apr-2010 ; 21-Apr-2010 ; 22-Apr-2010 ; 23-Apr-2010 ;)

Department: (A) TEACHING ETT

Sno.	Employee Code	Employee Name	Number of Times
1	21	S.L. Kotwal	3 (05-Apr-2010 ; 06-Apr-2010 ; 07-Apr-2010 ; 08-Apr-2010 ; 09-Apr-2010 ; 12-Apr-2010 ; 13-Apr-2010 ; 14-Apr-2010 ; 15-Apr-2010 ; 16-Apr-2010 ; 19-Apr-2010 ; 20-Apr-2010 ; 21-Apr-2010 ; 22-Apr-2010 ; 23-Apr-2010 ;)
2	23	Jagdish Kumar	3 (05-Apr-2010 ; 06-Apr-2010 ; 07-Apr-2010 ; 08-Apr-2010 ; 09-Apr-2010 ; 12-Apr-2010 ; 13-Apr-2010 ; 14-Apr-2010 ; 15-Apr-2010 ; 16-Apr-2010 ; 19-Apr-2010 ; 20-Apr-2010 ; 21-Apr-2010 ; 22-Apr-2010 ; 23-Apr-2010 ;)

Department: (B) Non Teaching B.Ed.

Sno.	Employee Code	Employee Name	Number of Times
1	24	Vaneet Kumar Pangotra	3 (05-Apr-2010 ; 06-Apr-2010 ; 07-Apr-2010 ; 08-Apr-2010 ; 09-Apr-2010 ; 12-Apr-2010 ; 13-Apr-2010 ; 14-Apr-2010 ; 15-Apr-2010 ; 16-Apr-2010 ; 19-Apr-2010 ; 20-Apr-2010 ; 21-Apr-2010 ; 22-Apr-2010 ; 23-Apr-2010 ;)

Department: (C) 4 Class B.Ed.

Sno.	Employee Code	Employee Name	Number of Times
1	19	Parveen Kumar	3 (05-Apr-2010 ; 06-Apr-2010 ; 07-Apr-2010 ; 08-Apr-2010 ; 09-Apr-2010 ; 12-Apr-2010 ; 13-Apr-2010 ; 14-Apr-2010 ; 15-Apr-2010 ; 16-Apr-2010 ; 19-Apr-2010 ; 20-Apr-2010 ; 21-Apr-2010 ; 22-Apr-2010 ; 23-Apr-2010 ;)
2	20	Parshotam Singh	3 (05-Apr-2010 ; 06-Apr-2010 ; 07-Apr-2010 ; 08-Apr-2010 ; 09-Apr-2010 ; 12-Apr-2010 ; 13-Apr-2010 ; 14-Apr-2010 ; 15-Apr-2010 ; 16-Apr-2010 ; 19-Apr-2010 ; 20-Apr-2010 ; 21-Apr-2010 ; 22-Apr-2010 ; 23-Apr-2010 ;)

Generated By:essl

Page No. 1

Generate Matrix

This report will show present employee count for department or company for each employment Type

Matrix report are :

- Company V/s Employment Type
- Department V/s Employment Type

Department Employment Type Matrix

Mar 29 2010 To Apr 29 2010

Printed On : Apr 29 201

Department V/s Employment Type Matrix

Company:a

Department/Emp Type	Permanent	Total
(A) Administration	1	1
Total	1	1

Company:Default

Department/Emp Type	Temporary	Trainee	Permanent	Total
Default	4	4	4	12
(F) Dailly Worker	0	0	8	8
(C) 4 class ETT	0	0	6	6
(C) 4 Class B.Ed.	0	0	10	10
(A) Administration	0	0	6	6
(A) TEACHING ETT	0	0	4	4
(B) Non Teaching B.Ed.	0	0	2	2
(A) TEACHING B.Ed.	0	0	2	2
(A) TEACHING BBA	0	0	2	2
Total	4	4	44	52

Generated By:essl

Page No. 1

Company Employment Type Matrix

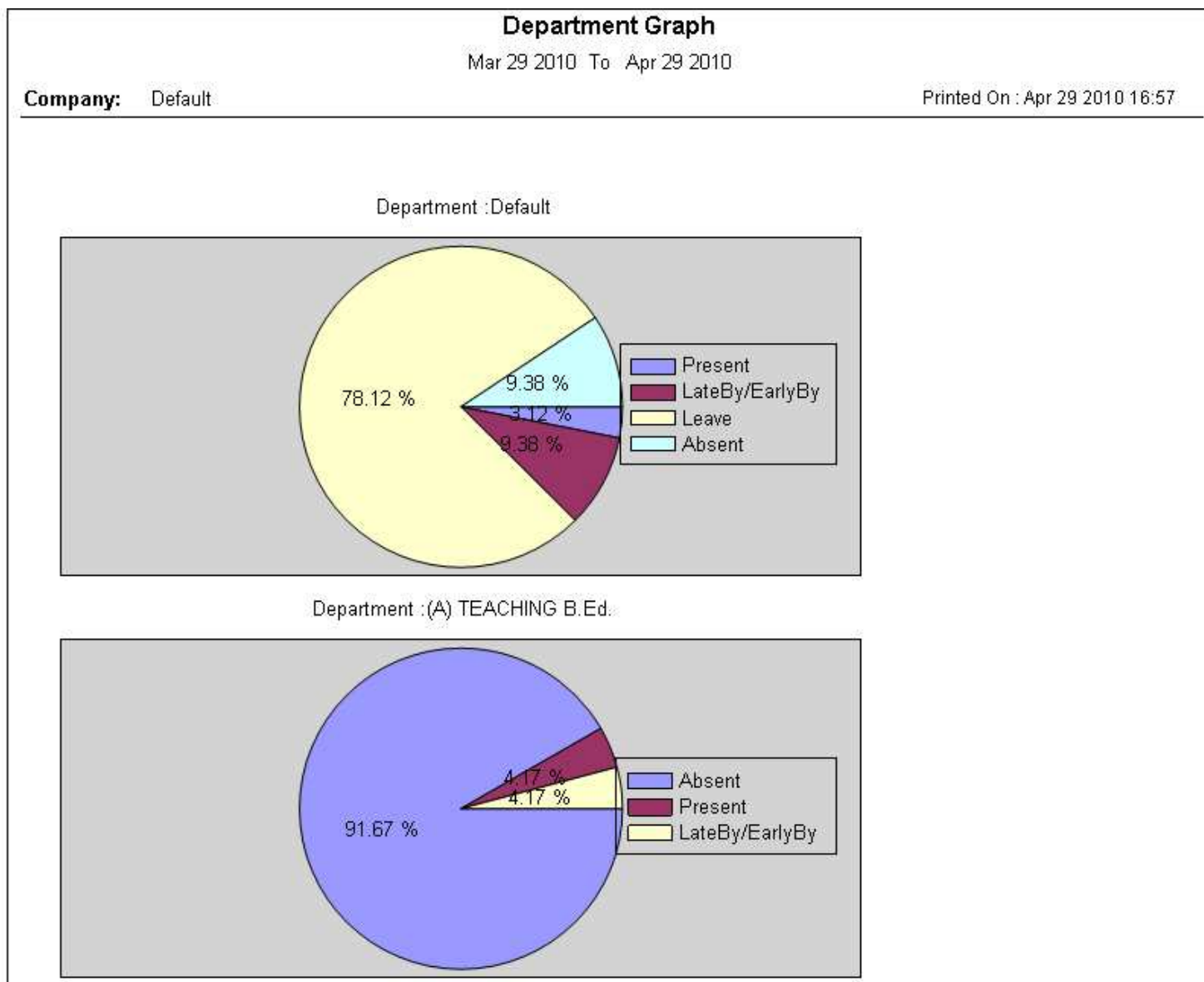
Mar 29 2010 To Apr 29 2010

Printed On: Apr 29 2010

Company\EmploymentType	Temporary	Trainee	Permanent	Total
Default	4	4	44	52
eTimeTrack	0	0	62	62
a	0	0	1	1
Total	4	4	107	115

Generate Graph

Graphical report shows Attendance Status i.e. Absent, Present, Early going/Late coming in Pie Graph . It can be generate by employee Wise, department wise for each company and company wise.

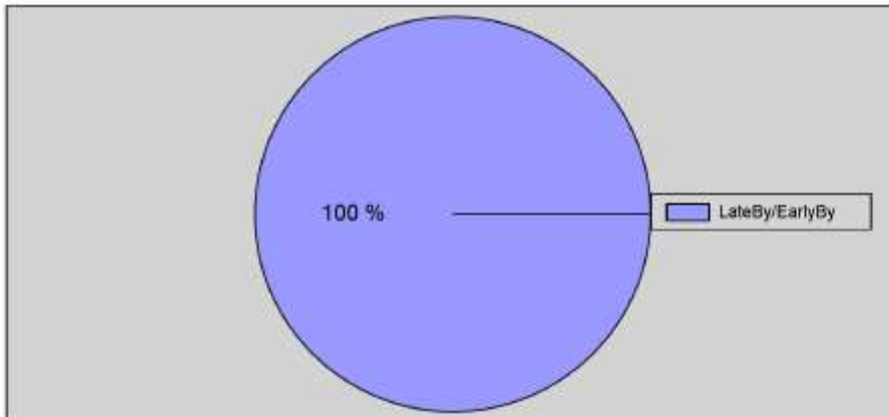


Company Graph

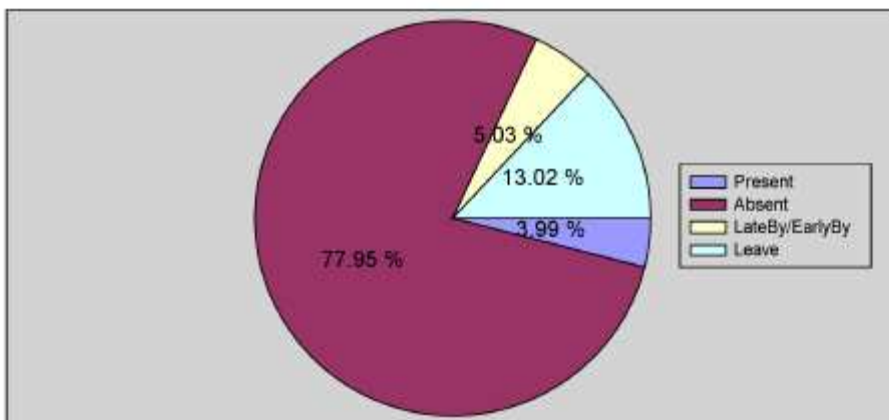
Mar 29 2010 To Apr 29 2010

Printed On : Apr 29 2010 16:51

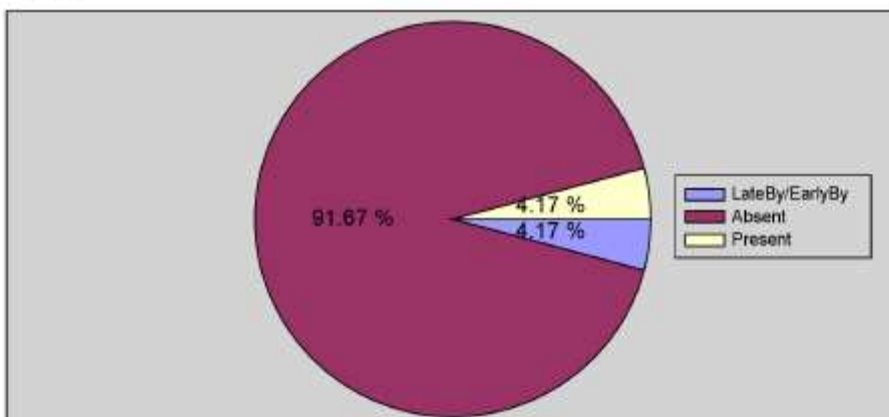
Company : a



Company : Default



Company : eTimeTrack



Employee Graph

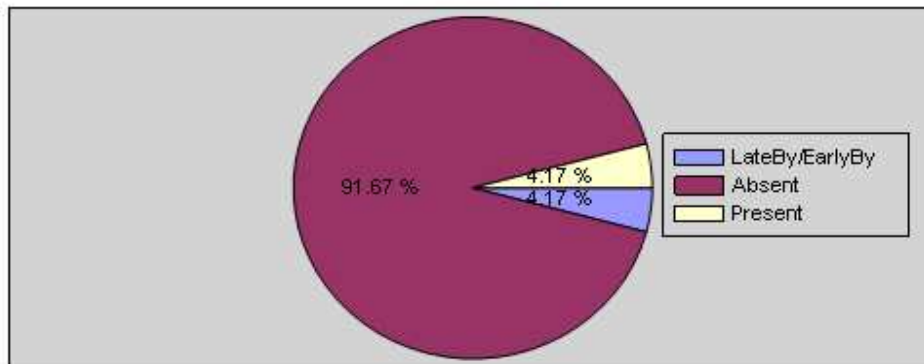
Mar 29 2010 To Apr 29 2010

Company: Default

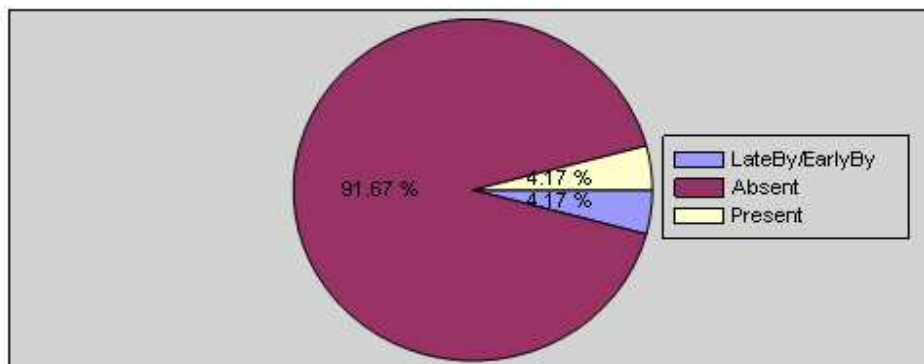
Printed On : Apr 29 2010 17:02

Department : (A) Administration

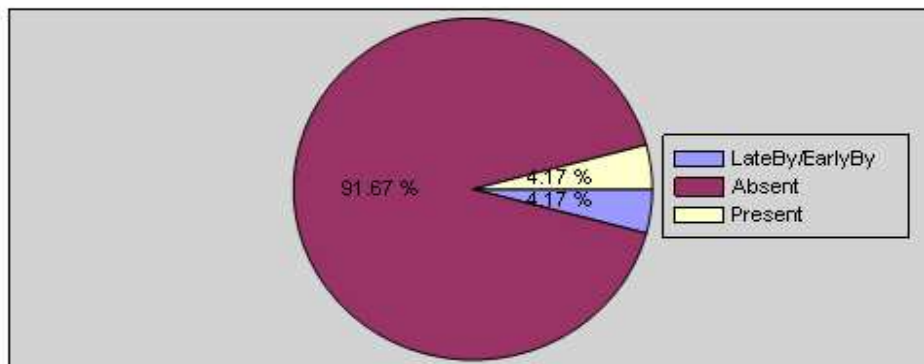
Employee: Chanchal Sharma : 34



Employee: Vikram Chand : 32



Employee: Harbans Lal : 22



Employee Records

This Report will shows All employee details .It can Be generated for both working and Non working employee.

Employee Details Report

Employee Details Report

Status

Working
Working
Resigned

☐ Filter Employee

Employee Code

Exact

Employee Name

Employee Category

All

Employee Designation

All

Employee Location

All

Employee Type

All

☐ Filter Company

a
Default
eTimeTrack

Select All
Deselect All

☐ Filter Department

(A) Administration
(A) TEACHING B.Ed.
(A) TEACHING BBA
(A) TEACHING ETT
(B) Non Teaching B.Ed.
(B) Non Teaching BBA
(C) 4 Class B.Ed.
(C) 4 class ETT
(F) Daliy Worker
a
Admin

Select All
Deselect All

Generate
Close

Employee Details Report (Working)

Apr 29 2010 To Apr 29 2010

Printed On : Apr 29 2010 16:49

Company: Default

Department (A) Administration

Employee: 22: Harbans Lal (Male)			
Email:			
Contact No:			
DOJ: 20-Oct-2009			
DOC: 20-Oct-2009			
DOR:			
Employment Type: Permanent			
Location: a			
Company	Default	Department	(A) Administration
Category	Default	Designation	Account
Place of Birth		DOB	01-Jan-2000
FatherName		MotherName	
Residential Address			
Permanent Address			
Nominee1		Nominee2	

Employee: 32: Vikram Chand (Male)			
Email:			
Contact No:			
DOJ: 20-Oct-2009			
DOC: 20-Oct-2009			
DOR:			
Employment Type: Permanent			
Location: Bangalore			
Company	Default	Department	(A) Administration
Category	Default	Designation	Peon
Place of Birth		DOB	01-Jan-2000
FatherName		MotherName	
Residential Address			
Permanent Address			
Nominee1		Nominee2	

Generate Memo

- This Report will Generate Memo for Absentees, Early goers and Late Comers for specified date.
- This Report Can be generated for individual employee or as Summary which shows list of employee

Generate Memo

Generate Memo

Select Status: Absent
Company: All
Department: All
Date: 28 Apr 2010
List Employees

Subject: ABSENTEEISM NOTICE/MEMO.

Signature: Administrator

Memo Text: It has been observed from the Attendance Record that you were Absent from the duty unauthorisedly i.e. without permission on below said attendance date. Please give an explanation to the Authorised person immediately.

	Emp Code	Emp Name	Company	Department
<input type="checkbox"/>	18	Rajani Mahanas	Default	(A) TEACHING ...
<input type="checkbox"/>	19	Parveen Kumar	Default	(C) 4 Class B.Ed.
<input type="checkbox"/>	20	Parshotam Singh	Default	(C) 4 Class B.Ed.
<input type="checkbox"/>	21	S.L. Kotwal	Default	(A) TEACHING ...
<input type="checkbox"/>	22	Harbans Lal	Default	(A) Administrati...
<input type="checkbox"/>	23	Jagdish Kumar	Default	(A) TEACHING ...
<input type="checkbox"/>	24	Vaneet Kumar Pangotra	Default	(B) Non Teachi...
<input type="checkbox"/>	25	Kishmero devi	Default	(F) Daliy Worker
<input type="checkbox"/>	26	Bawa Ditta	Default	(C) 4 class ETT
<input type="checkbox"/>	27	Tej Ram	Default	(C) 4 class ETT
<input type="checkbox"/>	28	Himani Khajuria	Default	(A) TEACHING ...
<input type="checkbox"/>	30	Ganesh Dutt	Default	(F) Daliy Worker
<input type="checkbox"/>	31	Naresh Singh	Default	(F) Daliy Worker
<input type="checkbox"/>	32	Vikram Chand	Default	(A) Administrati...
<input type="checkbox"/>	33	Romesh Kumar	Default	(C) 4 Class B.Ed.
<input type="checkbox"/>	34	Chanchal Sharma	Default	(A) Administrati...

☒ Individual
☐ Summary

Generate Memo

Close

Memo			
Printed On : Apr 29 2010 16:48			
Employee Code:	18	Attendance Date:	28 Apr 2010
Employee Name:	Rajani Mahanas	Ref No.	
Company:	Default		
Department:	(A) TEACHING B.Ed.		
<p>Sub: ABSENTEEISM NOTICE/MEMO.</p> <p>Dear Rajani Mahanas ,</p> <p>It has been observed from the Attendance Record that you were Absent from the duty unauthorisedly i.e. without permission on below said attendance date. Please give an explanation to the Authorised person immediately.</p> <p>Administrator</p>			

CSV Exports

This Form will allows you Export Attendance Logs in custom Format to Excel Sheet

Export Attenedance Logs

From Date 29 Apr 2010

To Date 29 Apr 2010

Availalbe Field

>

>>

<

<<

Export to Excel

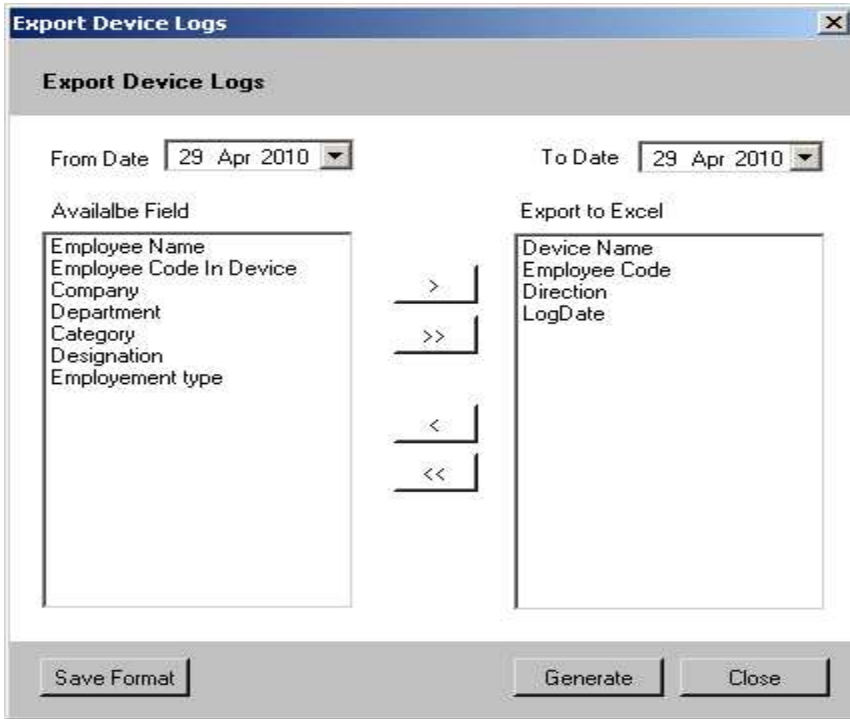
Employee Code
Employee Name
AttendanceDate
Company
Department
Category
Designation
InTime
OutTime
Status
StatusCode
Duration
Early by
Overtime
Is On Leave
LeaveType
Is On OutDoor Entries

Save Format

Generate

Close

This Form will allows you export Logs in Custom Format to Excel Sheet



Export Device Logs

From Date: 29 Apr 2010 To Date: 29 Apr 2010

Available Field:

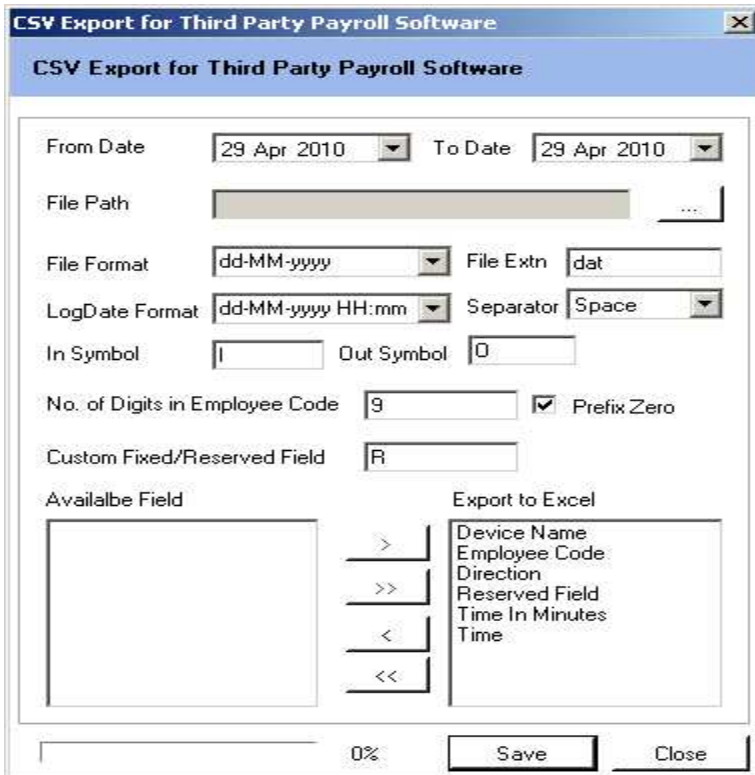
- Employee Name
- Employee Code In Device
- Company
- Department
- Category
- Designation
- Employment type

Export to Excel:

- Device Name
- Employee Code
- Direction
- LogDate

Buttons: Save Format, Generate, Close

This Form allows you to export logs in third Party Payroll software format.



CSV Export for Third Party Payroll Software

From Date: 29 Apr 2010 To Date: 29 Apr 2010

File Path:

File Format: dd-MM-yyyy File Extn: dat

LogDate Format: dd-MM-yyyy HH:mm Separator: Space

In Symbol: I Out Symbol: O

No. of Digits in Employee Code: 9 ☒ Prefix Zero

Custom Fixed/Reserved Field: R

Available Field:

- Device Name
- Employee Code
- Direction
- Reserved Field
- Time In Minutes
- Time

Buttons: Save, Close

This Form allows you to export Device logs in custom format at specified path.

Export Logs in Custom Format

From Date

04 May 2010

To Date

04 May 2010

File Path

...

File Name Format

MMM-dd-yy

File Extension

dat

Field Separator

Tab

Data Field No. 1

Punch DateTime

Format

dd-MMM-yyyy HH:mm

Data Field No. 2

Direction

In Dir Symbol

in

Out Dir Symbol

out

Data Field No. 3

Punch DateTime

Format

HH:mm:ss

Data Field No. 4

Employee code

No of Char

9

Data Field No. 5

Device Name

No of Char

0

Data Field No. 6

Device Id

No of Char

7

Data Field No. 7

Time In Minutes

No of Char

7

Generate

Close