attendance ®
ON DEMAND

Demand More

Attendance on Demand is a hosted time and attendance system with full capabilities for labor management, scheduling, timekeeping, accruals, incidents, budgets, and more.

Employee Self Service

Take the pressure off Human Resources and managers by providing employees with up-to-date time and attendance, benefit, and schedule information.

Empower Your Employees

Attendance on Demand Employee Self Service (ESS) provides your employees with convenient and secure access to their attendance and benefit information. Your employees can punch or enter hours worked; transfer to different departments; access their schedule, benefit, and archived time card information; request time off; enter expense information and initiate a private message dialog with their manager.

A Custom Fit

ESS is flexible and can easily be configured to meet your needs. You determine the functions employees can perform, the information employees can see, and how they enter hours.

Anywhere Access

Put key information in the hands of today's mobile workforce. Employee Self Service can be used wherever employees have access to the internet—at home, at branch offices, on the road—through a company-specific URL. Employees use ESS from their computer's browser or a conveniently located employee kiosk. ESS is available for multiple browser options including: Internet Explorer, Safari, Firefox, Chrome, and Opera.

Security is provided by individual PINs that allow employees access to their own information. Access to functions can be restricted by IP address so, for example, employees can only punch in and out while on site, but can request leave both inside and outside the office.

Different Options Meet Different Needs

Different employees can have different ESS options to meet their needs. For example, hourly employees can have a traditional time card with function keys for punching. Salaried employees can enter their hours by project.

Centrally located kiosks provide secure access for all employees.

Employees can punch, check schedules, review timecards, request time off, and leave a message with their supervisor.

Employees punch in and out in real time, and allocate hours to different projects later.

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Managing Employee Leave Requests

ESS works with the Leave Management module to simplify and automate employee requests for time off. Leave requests fully integrate with your Attendance on Demand management dashboard, eliminating paperwork and communicating essential information to both the manager and employee.

When a leave request is made, an email alert is sent directly to the employee's supervisor to begin the request review process. Supervisors and managers have decision-making information at their fingertips.

Furthermore, the employee can receive an email response when a supervisor approves, denies, or changes the leave request.

With a Tasksheet, the employee enters in and out time whenever it is convenient instead of punching in and out.

Employees can efficiently review benefit balances and request leave online.

Save Administrative Time and Effort

ESS reduces the cost of managing your workforce and enables your HR staff to focus on more strategic activities. Use ESS to:

- Reduce employee requests for historical time and attendance information by providing the information to employees online.

- Allow employees to review their own benefit usage and benefit balances.

- Allow employees to request time off online.

- Eliminate the manual entry of timesheet information.

- Allow employees to communicate with their supervisors by sending, receiving, and replying to messages.

- Provide fast, simple, and flexible setup by allowing you to decide what features to make available to each employee.

Employees use the Worksheet to enter their total hours on designated tasks or in specific departments.

Employees can enter expenses such as tips, mileage, meals or other expenses.

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