



Benefits...

Saves Time

No more time consuming manual calculation of staff worked hours and pay.
Instantly knows who's not in/in/out.

Saves Money

Runs on existing computers.
No overpaying staffs.
No punch clock ink and punch cards.
Built-in payroll.
Built-in staff leave records.

Easy

Very easy to setup.
Very easy to use.

Flexible

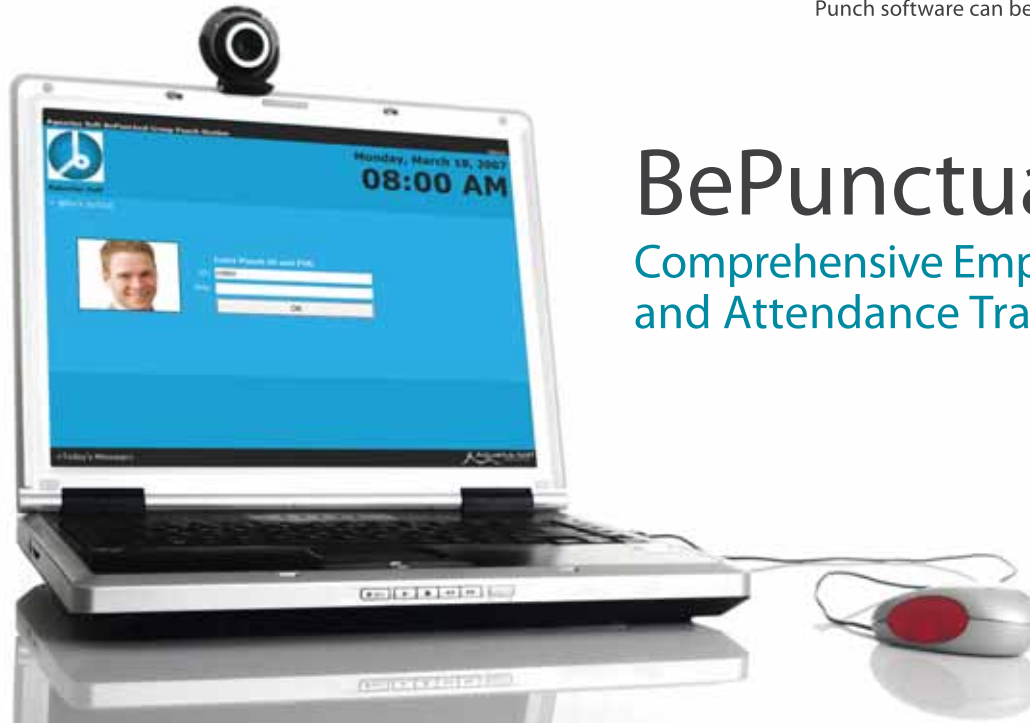
Single or multiple punch stations.
Staffs can punch in/out at their own office computers.
Supports many staff work shift types.
Supports many staff pay types.

Free

Free to use for up to 5 employees!

Features...

- **Prevents buddy punching with Webcam**
Captures photo of staff punching in/out.
- **Instantly checks staff attendance and punctuality**
Checks who's not in, who's in and who's out now.
Immediately gathers who's in the office during emergencies.
- **Tracks reasons for being late or knocking off early**
Staff can be asked to enter a remark when he is late and when he leaves early.
- **Staff can punch in/out at his own computer**
BePunctual Staff Punch Station can be installed in staff computers to let staffs punch in/out conveniently at their own computers.
- **Comprehensive Work Shift Support**
Normal working hours, flexi-time, alternate week working days etc.
- **Built-In Comprehensive Payroll**
Salary, daily and hourly pay types.
Monthly, semi-monthly, bi-weekly and weekly pay period.
Working day pay, overtime pay, non-working day pay.
- **Built-In Leave Records**
You can use BePunctual to record staff approved leave.
Reports generated take into account of staff no pay leave.
- **Comprehensive Reports**
Staff Working Days and Hours Report, Attendance Report, Punctuality Report, Staff Worked Hours Reports, and Staff Pay Report.
- **Instant Messaging**
Administrator can contact staff at punch station and vice versa.
- **Remotely Configurable**
Punch software can be remotely configurable at the BePunctual Server software.
- **Customizable Interface**
Punch software can be customized to your corporate identity.



BePunctual

Comprehensive Employee Time Clock and Attendance Tracking Solution

Download free trial at...

<http://www.aquariussoft.com/bepunctual>

Minimum System Requirements
Windows 2000, XP or Vista.
128 MB RAM, 10 MB hard disk space.

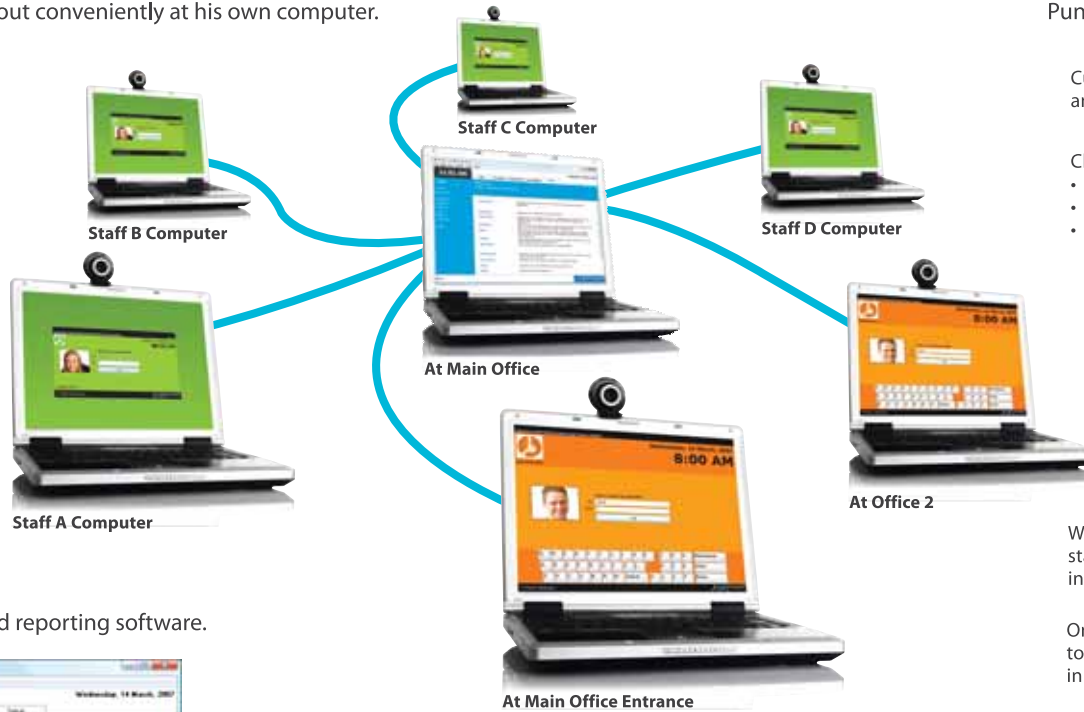
BePunctual Software Components and Deployment

BePunctual Staff Punch Station

Punch software for staff to punch in/out conveniently at his own computer.



Broadcast today's message to all staffs



BePunctual Group Punch Station

Punch software for all staffs to punch in/out at one or more locations.

Customizable Logo and color theme

Check Staff Attendance:

- Who's Not In
- Who's In
- Who's Out



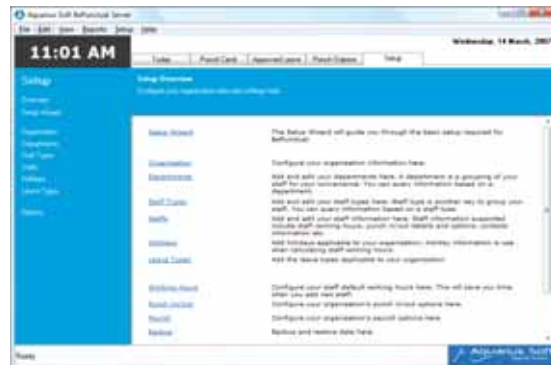
Webcam captures staff photo during punch in/out

On screen keyboard for touch screen monitor input



BePunctual Server

Main configuration, management and reporting software.



Setup Pages

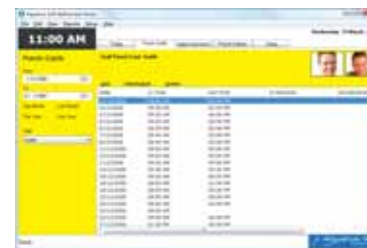
Lets you setup the following easily:

- Organization Information
- Departments
- Staff Types
- Staffs
- Holidays
- Leave Types



Today Page

Checks staff attendance.
Checks for buddy punching.



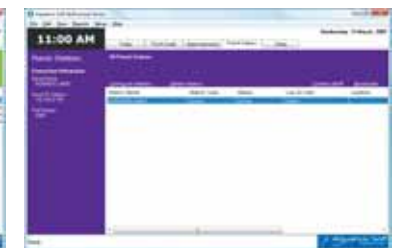
Punch Cards Page

View and edit staff punch card entries.



Approved Leave Page

Records your staffs' approved leave.
Reports take into account of staff leave.



Punch Station Page

View connected punch station software.
Remotely configures punch station software.

NOTE: For single computer solution, the Server software and Group Punch Station software are installed in the same computer.