



**Bodet**  
Software

**ASL** **AUTOCLOCK**  
SYSTEMS LTD

# Kelico

## ANALYTICS

Commercial description

# TABLE OF CONTENTS

<b>1</b>	<b>PRESENTATION OF KELIO ANALYTICS AND ANALYTICS ADVANCED .....</b>	<b>1</b>
1.1	THE KEY POINTS .....	1
1.2	GENERAL PRINCIPLE .....	2
<b>2</b>	<b>SOFTWARE FEATURES.....</b>	<b>2</b>
2.1	FOREWORD .....	2
2.2	THE THREE MAIN FEATURES .....	2
<b>3</b>	<b>ACTIVITY PLANNING.....</b>	<b>3</b>
3.1	RECURRING ACTIVITIES .....	3
3.2	ACTIVITY CALENDAR .....	4
3.3	COLLECTIVE PLANNING OF ACTIVITIES BY YOUR OPERATIONAL MANAGERS.....	5
<b>4</b>	<b>TIME WORKED ALLOCATION .....</b>	<b>6</b>
4.1	MANUAL ALLOCATION .....	6
4.2	AUTOMATIC ALLOCATION FROM PLANNING .....	7
4.3	REAL-TIME ALLOCATION BY ACTIVITY CLOCKING .....	7
4.3.1	Workshop clocking solutions .....	7
4.3.2	Activity clocking solution on the collaborative workspace .....	9
4.3.3	Activity clocking solutions on standalone barcode scanner (USB) .....	10
4.4	ALLOCATION IN DECLARATION MODE.....	10
<b>5</b>	<b>ANALYTICAL SUMMARY: DASHBOARDS AND REPORTS.....</b>	<b>11</b>
5.1	INDIVIDUAL RESULTS .....	11
5.2	COLLECTIVE RESULTS .....	12
5.3	CONFIGURABLE REPORTS AND EXPORTS .....	14
<b>6</b>	<b>BODET SOFTWARE SERVICES .....</b>	<b>15</b>

# 1 PRESENTATION OF KELIO ANALYTICS AND ANALYTICS ADVANCED

Kelio Analytics and Kelio Analytics Advanced are optional modules for the Kelio systems, which integrate directly into your Kelio system. They do not require any technical modifications to the application server, other than a license upgrade.

They enable Time & Attendance Management by analytical section (Activities) and cost calculation.



## 1.1 The key points

---

- Analytical section customisation
- Recurring activity management (default activity)
- Individual activity calendar management
- Collective activity planning
- Activity clocking management via terminals, barcode scanners, independent scanners, computers, smartphone, tablets
- Automatic breakdown of hours worked by activity according to planning
- Management of the activity declaration by duration, period or percentage
- Management of notes and quantities by activity file
- Time and cost analysis by activity, employee or department
- Summary results and reports and analytical monitoring

## 1.2 General principle

---

Managers are able to organise their employees' work by planning their activities over 1 or 2 or 3 levels.

Employees and managers allocate their working time by analytical section by clocking, declaring or breaking down their hours.

You have at your disposal the results and reports necessary for your analytical monitoring of working times (finding discrepancies between what is planned and what is realized). You measure directly your allocations by analytical section, and your quantities and cost calculation by activity, section or employee.

With Kelio Analytics and Analytics Advanced, you can build your analytical monitoring adapted to the needs of your organisation since the analytical sections are fully customisable. For example, you can distribute time and cost by Activity, Project, Task, File, Operations, Customers, Production Line, Machine, Post, Cost Centre, etc.

## 2 SOFTWARE FEATURES

### 2.1 Foreword

---

The dictionary of business terms that may be configured in the Kelio solution enables the software to be adapted to the vocabulary used in your organisation to characterise your analytical sections.

To make the examples provided in this document easier to understand, we will use 2 analytical section levels which we will call "Tasks" and "Cost centres".

In the same way, to provide a better graphic representation in the planning area, you may also define symbols or colours to illustrate your analytical sections.

### 2.2 The three main features

---

The Kelio Analytics and Analytics Advanced modules contain 3 main features which enable a wide range of uses and cover most analytical management requirements.

### **Activity planning**

The purpose of this task is to define each employee's default activity or his/her future activity planning. This planning step is optional but when it is defined it models the organisation's estimated activity planning and enables future results to be estimated. When the time comes, this estimated planning will act as a basis for detecting differences with the "completed" activities.

### **Completed time allocation**

The application enables the hours worked by each employee to be allocated precisely by analytical section to obtain timesheets by activity. The Kelio Analytics system proposes several methods, both manual and automatic, to manage these allocations.

### **Analytical summary: indicators and reports**

Once the analytic breakdown is complete, you have powerful reporting indicators and solutions that enable you to check and measure your activity durations, costs and quantities. There is a wide range of analysis distribution keys: by employee, section, group, activity, cost centre, analytical section, etc.

## 3 ACTIVITY PLANNING

### 3.1 Recurring activities

---

When one or more employees regularly perform the same activities, they may be associated with a default<sup>1</sup> analytical section to obtain a recurring planning. Each day, their working time will be added automatically on this analytical section. This is a very simple way to plan and allocate their estimated working time by analytical section.

---

<sup>1</sup> On one level with Kelio Analytics or three levels with Analytics Advanced

## 3.2 Activity calendar

When the work organisation fluctuates and is specific from one employee to another, Kelio Analytics and Analytics Advanced provide you with an individual or collective planning screen used to plan your employees' activities with the required level of precision: day, half day, hours or period.

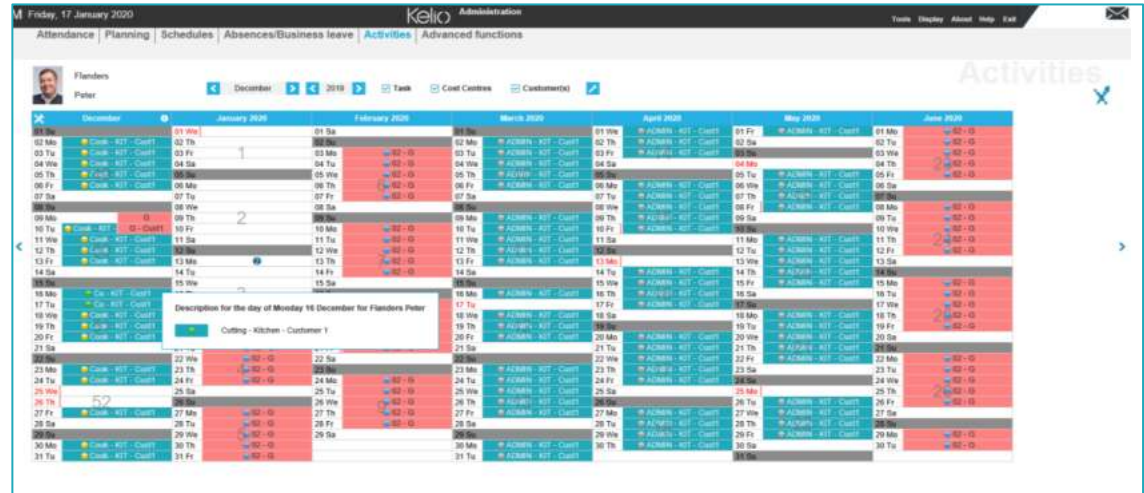
In this calendar you can plan and view:

- In the future, the activities to be performed by your employee.
- In the past, the activities actually performed and allocated by analytical section.

Customising your activities with colours and icons makes it easier to read your calendar.

Example of use

I plan the projects on which my employees are due to work on their calendar. I view the planned periods in the future and I can see in the past what the employee actually did.



Individual activity calendar

### 3.3 Collective planning of activities by your operational managers

The Kelio Planning screen linked to Kelio Analytics or Analytics Advanced enables the mass planning of activities for your resources. This collective representation provides you with a global view of the activities assigned to your employees and of your analytical results.



You have the option to roll out standard planning for activities (planning templates that are applied to one or more employees over a required period).

#### Hourly planning



With Kelio Planning Advanced, you will also be able to link your analytical sections to posts. You will then be able to plan your employees directly onto your activity posts or even request the system to generate a planning suggestion in line with your workload requirements as expressed on your posts.

Examples of use:

I create 4 work posts corresponding to my 4 production lines. I plan my employees directly on my production lines according to my requirements. The time worked is accounted for directly by production line.

#### Planning by multi-criteria post

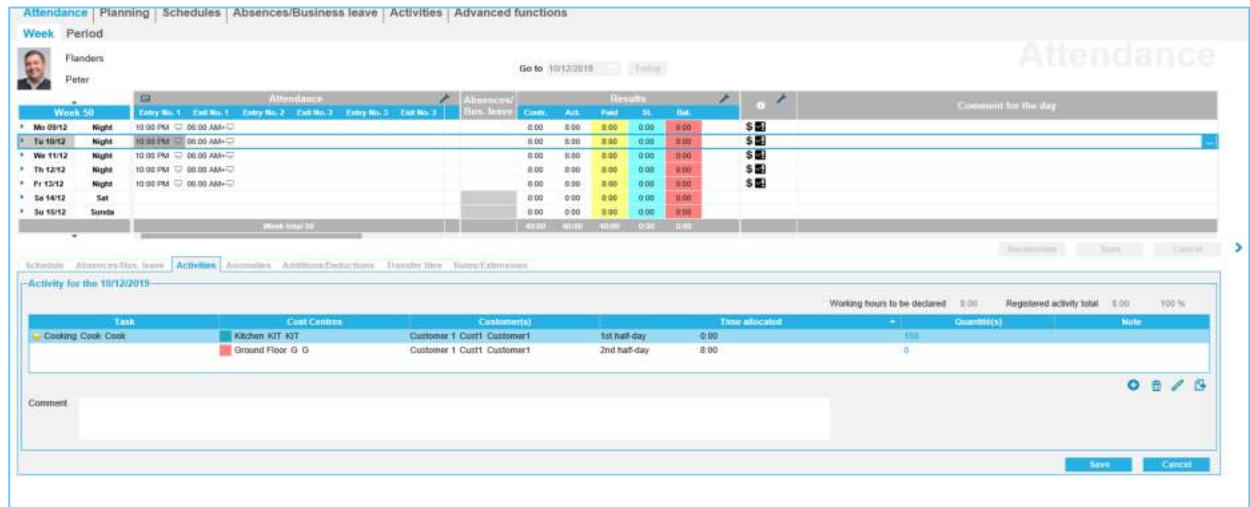
# 4 TIME WORKED ALLOCATION

The Kelio Analytics solution offers several methods to allocate the time worked by analytical section.

<b>MANUAL</b> breakdown by day, ½ day, by period, by duration or by percentage	<b>AUTOMATIC BASED ON THE PLANNING</b> break down of completed hours by taking into account the	<b>IN REAL-TIME BY ACTIVITY CLOCKINGSÉS</b> terminals, barcode scanner, PC, smartphone	<b>DECLARATION MODE</b> a posteriori breakdown by period, duration or percentage
---	--	---	---

## 4.1 Manual allocation

A manager may directly allocate the hours worked using the **Activities** panel, and can break these down by day, half-day, period, as a duration or as a percentage. Manual entry is very useful for correcting allocation errors or for managing exceptional situations. You can also use the calendar version which is more graphical (cf. on page 4).



Individual adjustment screen



## 4.2 Automatic allocation from planning

---

Different automatic allocation generation modes enable the planning to be taken into account when breaking down the hours worked. This avoids the regular constraint of managing the allocations manually.

Example of use:

An employee is scheduled to participate in Activity A in the morning until 12 noon and Activity B in the afternoon. The system will automatically allocate the employee's morning work time to Activity A and the afternoon work time to Activity B.

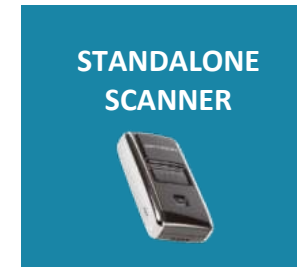
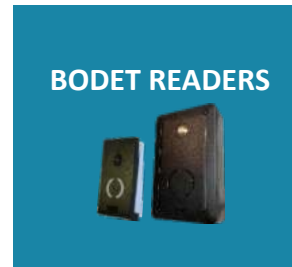
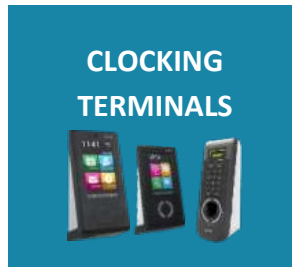
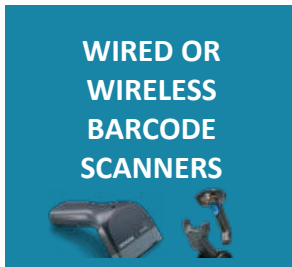
## 4.3 Real-time allocation by activity clocking

---

### 4.3.1 Workshop clocking solutions

Workshop clocking requires employees to clock their working hours by analytical sections in real time. Each start and change of activity during the day is then clocked.

Bodet Software has a range of hardware for workshop clocking.



Depending on how frequently the activities change during the day, the entry equipment will be adapted between clocking terminal, touchscreen clocking terminal, barcode scanner, dedicated reader and so on. It is possible to combine several types of input media within the same installation:

### **Clocking on touch terminal**

The touchscreen interface makes activity clocking easier as it allows multiple entry scenarios. The screens may be adapted by area, by workshop or even by employee. Clocking becomes second nature, in particular thanks to the customisation of the activity selection tiles and icons. The employee can enter a comment or a quantity completed, allowing you to collect additional information on the activities.

### **Clocking on terminal with Function keys**

The employee selects a function key to start an activity and then he/she identifies himself/herself.

### **Clocking on a reader or terminal dedicated to an activity**

This solution enables an RFID proximity reader to be dedicated to an analytical section (workshop, area, machine, etc.). The employee presents his/her badge and authenticates. Allocation is automatic on this analytical section with no other action necessary.

### **Wired or radio frequency barcode scanner**

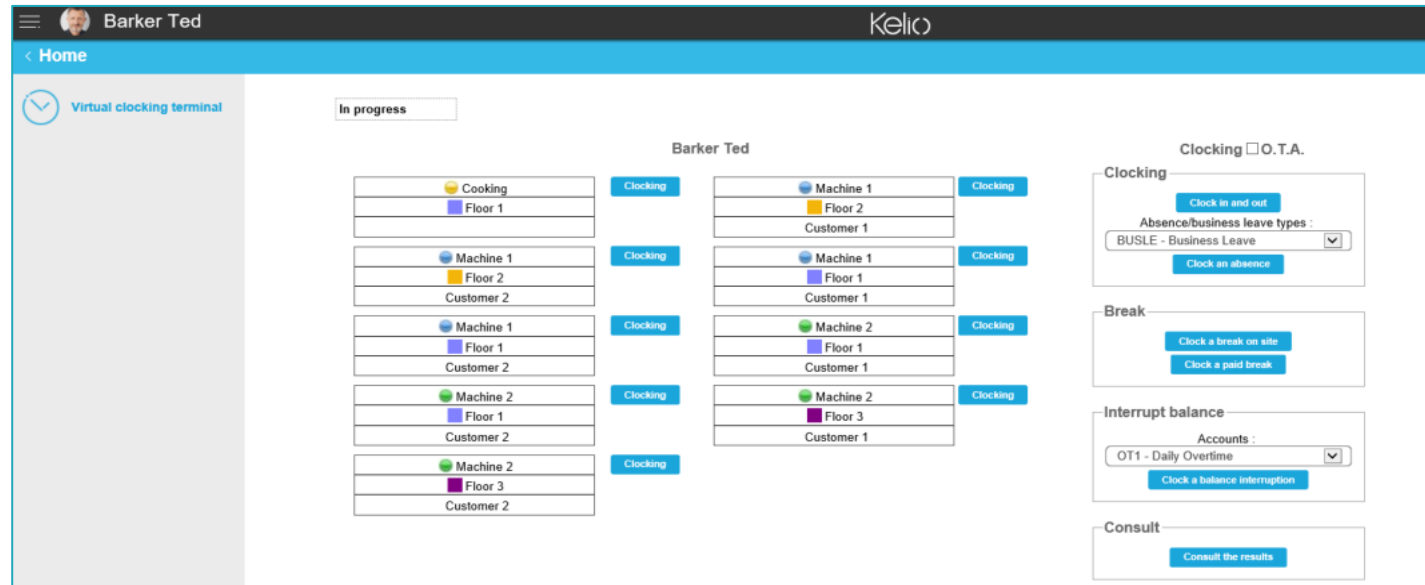
The employee chooses the activity to start from a list of barcodes then logs in. The following barcode formats may be used with the KELIO solutions:

Code 39 (alphanumeric), EAN 13 (European Article Numbering; numeric), Code 2/5 interleaved (numeric)

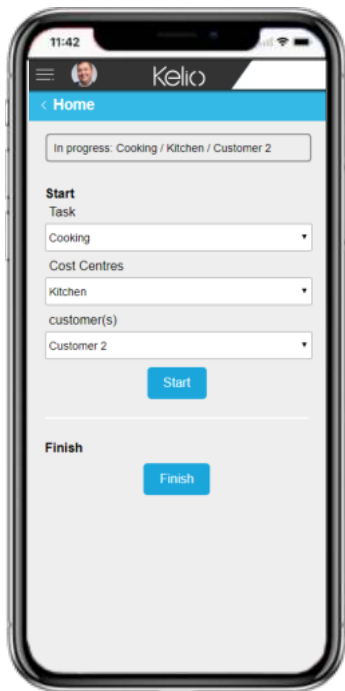
### 4.3.2 Activity clocking solution on the collaborative workspace

Kelio Analytics provides virtual real-time working time clocking solutions by analytical section.

From this screen, employees can select in real-time the activity they start in real-time. The screen also enables him/her to clock out, clock breaks and business leave and consult his/her different results and clocking operations during the day.



*Clocking activities via the computer*



*Activity clocking via smartphone*

Employees who have smartphones may also clock their activities in real time. The application enables employees to clock for a third party. So, a site manager who has a smartphone may clock the activities of his/her team.

The clocking operations may be geolocated (provided that the people involved and the relevant government bodies have given their agreement).

From the HR Administration module you can view your employees' clocking log.

### 4.3.3 Activity clocking solutions on standalone barcode scanner (USB)

To make it easier for employees working off site to enter their activities, Bodet Software provides a standalone barcode scanner that enables employees to identify their activities freely and simply. Just connect the scanner to the USB port to download the collected data. You can share a scanner between several employees.

Example of use:

My employees carry out operations on customer's premises. Each customer under contract has a barcode file. During his/her round, the employee scans the barcode presented by the customer with his/her pocket reader. Each week I download my employee's performed activities via USB.

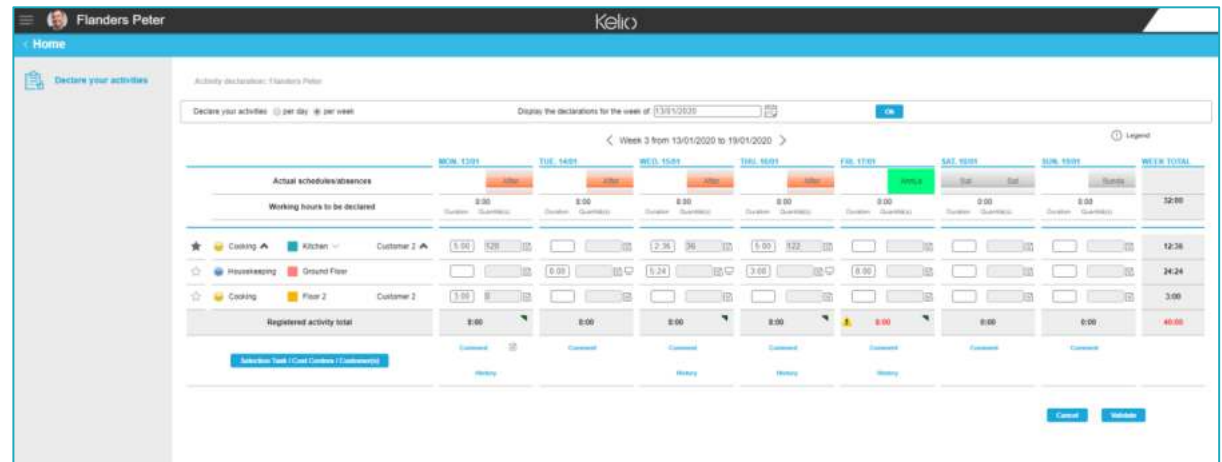
## 4.4 Allocation in declaration mode

This mode enables employees to break down their working time by analytical section after the fact according to several entry modes:

- Declaration as duration or percentage on weekly entry screen.
- Declaration as period on daily entry screen.

The screen enables you to:

- View the working time to be broken down
- Enter by line your activity times as duration, percentage or period
- Select as favourites the recurring activity lines to speed up the entry time
- Enter a quantity produced for each activity
- Enter an information note or quantity for each activity.
- Enter a general comment for the day to be declared.



*Activity declaration as duration screen*

To supervise the breakdowns, managers have a set of indicators that enable them to check the progress of the declarations made by the employees in their section. This screen enables them to correct entries and make declarations directly if the employee is absent or not connected to the system.

Example of use

My design office personnel declare their time spent by project each day as a percentage: "Yesterday I spent 50% of my time on project A, 20% on project B and 30% on project C". Depending on their attendance times, the system supplies the analytical monitoring automatically.

# 5 ANALYTICAL SUMMARY: DASHBOARDS AND REPORTS

## 5.1 Individual results

You may access each employee's results by analytical section<sup>2</sup>. The results are available for any frequency. You have reports in hours and days and by quantity and cost.

The screenshot displays the 'Activity' section for an employee named Peter. The interface includes a navigation bar with tabs for Attendance, Hourly basis variance, Absence / Business leave, Balances, Annualised hours, and Activity. The 'Activity' tab is selected. Below the navigation bar, there are filters for 'Display period' (01/12/2019 to 18/02/2020) and 'Display filter' (Task, Cost Centres, Customer(s)). The main area shows a table of activity results with columns: Description, Abbreviation, Code, Icon, Hours, Days, Quantities, Cost (GPB), and Detail. The table contains four rows of data: Cooking, Cutting, Housekeeping, and Painting. At the bottom of the screen, there is a summary section with the following values: Activity calculation reference: 432.00, Registered activity total (hours): 440.00, Registered activity total (days): 0, Registered activity total (quantities): 428, and Total cost (€ GPB): 2672.00.

Description	Abbreviation	Code	Icon	Hours	Days	Quantities	Cost (GPB)	Detail
Cooking	Cook	Cook	👨‍🍳	18.00	0	0	0	🔍
Cutting	Cu	Cu	✂️	143.36	0	428	0	🔍
Housekeeping	Hk	Hk	🧹	18.00	0	0	0	🔍
Painting	Pa	Pa	🎨	232.24	0	0	2672.80	🔍

Activity calculation reference: 432.00

Registered activity total (hours): 440.00  
Registered activity total (days): 0  
Registered activity total (quantities): 428  
Total cost (€ GPB): 2672.00

Realised results screen

<sup>2</sup> On one level with Kelio Analytics and three levels with Kelio Analytics Advanced

## 5.2 Collective results

Several fully-configurable standard reports and exports enable you to have the analytical results you need to analyse your activity.

These analytical reports may be obtained according to the distribution keys you want: employee, section, organisation chart / Level 1 analytical section / Level 2 analytical section. You can cross-tabulate them and get the reading direction you want for your data.

**Employee by Activity from 01/03/2018 to 11/03/2018 with day totals detailed by day**

Bodet Software Page 1

Abbreviation : GZ		Description : Housekeeping		Code : 2			
Date	Employee	Identification number	Hours	Days	Quantité(s)	E	GPB
01/03/2018	Brown Suzie	51	8:00	0	0	0	92
01/03/2018	Gordon Elizabeth	66	8:00	0	0	0	92
01/03/2018	Guiness Paul	68	8:00	0	0	0	92
01/03/2018	Talor Ruth	56	8:00	0	0	103.5	92
02/03/2018	Brown Suzie	51	8:00	0	0	0	92
02/03/2018	Gordon Elizabeth	66	8:00	0	0	0	92
02/03/2018	Guiness Paul	68	8:00	0	0	0	92
02/03/2018	Talor Ruth	56	8:00	0	0	0	92
05/03/2018	Gordon Elizabeth	66	8:00	0	0	0	92
05/03/2018	Guiness Paul	68	8:00	0	0	0	92
05/03/2018	Talor Ruth	56	8:00	0	0	0	92
06/03/2018	Gordon Elizabeth	66	8:00	0	0	0	92
06/03/2018	Guiness Paul	68	8:00	0	0	0	92
06/03/2018	Talor Ruth	56	3:53	0	0	44.562	92
06/03/2018	Talor Ruth	56	3:53	0	0	44.562	92
07/03/2018	Brown Suzie	51	8:00	0	0	0	92
07/03/2018	Gordon Elizabeth	66	8:00	0	0	0	92
07/03/2018	Guiness Paul	68	8:00	0	0	0	92
07/03/2018	Talor Ruth	56	8:00	0	0	0	92
08/03/2018	Gordon Elizabeth	66	8:00	0	0	0	92
08/03/2018	Guiness Paul	68	8:00	0	0	0	92
08/03/2018	Talor Ruth	56	8:00	0	0	0	92
09/03/2018	Brown Suzie	51	8:00	0	0	0	92
09/03/2018	Gordon Elizabeth	66	8:00	0	0	0	92
09/03/2018	Guiness Paul	68	8:00	0	0	0	92
09/03/2018	Talor Ruth	56	8:00	0	0	0	92
<b>Total</b>			<b>200:49</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,308,624</b>

Abbreviation : ADMIN		Description : Administration		Code : ADM			
Date	Employee	Identification number	Hours	Days	Quantité(s)	E	GPB
05/03/2018	Gordon Gina	55	3:01	0	0	0	30.1
06/03/2018	Gordon Gina	55	4:33	0	0	0	45.5
08/03/2018	Gordon Gina	55	7:00	0	0	0	70
08/03/2018	Gordon Gina	55	4:00	0	0	0	40
08/03/2018	Gordon Gina	55	4:10	0	0	0	41.888
<b>Total</b>			<b>22:44</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>227,266</b>

Abbreviation : Cook		Description : Cooking		Code : Cook			
Date	Employee	Identification number	Hours	Days	Quantité(s)	E	GPB
07/03/2018	Barker Ted	2104	8:00	0	0	0	0
<b>Total</b>			<b>8:00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Abbreviation : Cu		Description : Cutting		Code : Cu			
Date	Employee	Identification number	Hours	Days	Quantité(s)	E	GPB
05/03/2018	Brown Suzie	51	8:00	0	0	0	0
06/03/2018	Brown Suzie	51	8:00	0	0	0	0
06/03/2018	Brown Suzie	51	8:00	0	0	0	0
<b>Total</b>			<b>24:00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Abbreviation : DES		Description : Design Management		Code : DES4			
Date	Employee	Identification number	Hours	Days	Quantité(s)	E	GPB
07/03/2018	Gordon Gina	55	7:00	0	0	0	70
<b>Total</b>			<b>7:00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>70</b>

Barker Ted Kello 3.1B12 12/03/2018 05:08 PM

Example of a project time analytical report distributed by employee

**Organisation chart (Service(s)) by Activity from 01/03/2018 to 11/03/2018 with day totals detailed by day**

Bodet Software Page 1

Abbreviation : GZ		Description : Housekeeping		Code : 2			
Date	Organisation chart	Hours	Days	Quantité(s)	E	GPB	
01/03/2018	Floor 1	33:00	0	0	0	379.5	
02/03/2018	Floor 1	32:00	0	0	0	368	
05/03/2018	Floor 1	24:00	0	0	0	276	
06/03/2018	Floor 1	23:45	0	0	0	273.124	
07/03/2018	Floor 1	30:00	0	0	0	368	
08/03/2018	Floor 1	24:00	0	0	0	276	
09/03/2018	Floor 1	32:00	0	0	0	368	
<b>Total</b>		<b>200:49</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,308,624</b>	

Abbreviation : ADMIN		Description : Administration		Code : ADM			
Date	Organisation chart	Hours	Days	Quantité(s)	E	GPB	
05/03/2018	Ground Floor	3:01	0	0	0	30.1	
06/03/2018	Ground Floor	4:33	0	0	0	45.5	
08/03/2018	Ground Floor	7:00	0	0	0	70	
08/03/2018	Ground Floor	8:10	0	0	0	81.666	
<b>Total</b>		<b>22:44</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>227,266</b>	

Abbreviation : Cook		Description : Cooking		Code : Cook			
Date	Organisation chart	Hours	Days	Quantité(s)	E	GPB	
07/03/2018	Offices	8:00	0	0	0	0	
<b>Total</b>		<b>8:00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

Abbreviation : Cu		Description : Cutting		Code : Cu			
Date	Organisation chart	Hours	Days	Quantité(s)	E	GPB	
05/03/2018	Floor 1	8:00	0	0	0	0	
06/03/2018	Floor 1	8:00	0	0	0	0	
06/03/2018	Floor 1	8:00	0	0	0	0	
<b>Total</b>		<b>24:00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

Abbreviation : DES		Description : Design Management		Code : DES4			
Date	Organisation chart	Hours	Days	Quantité(s)	E	GPB	
07/03/2018	Ground Floor	7:00	0	0	0	70	
<b>Total</b>		<b>7:00</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>70</b>	

Barker Ted Kello 3.1B12 12/03/2018 05:10 PM

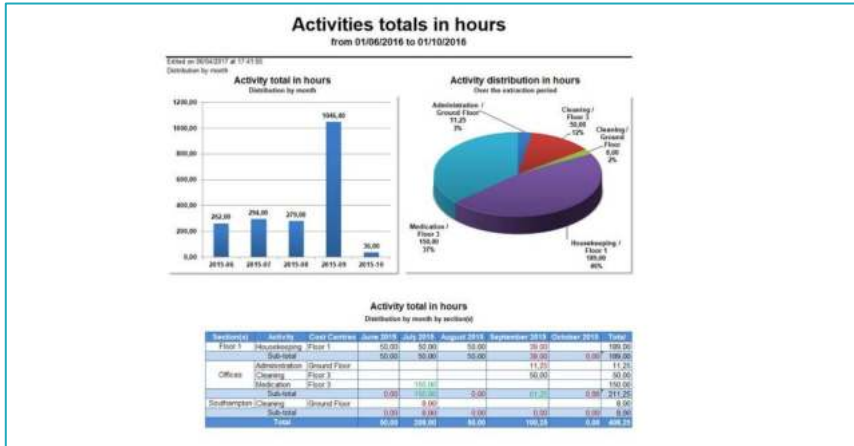
Example of a project time analytical report distributed by section

### Customer(s) by Activity and Cost Centres detailed by Organisation chart (Service(s)) from 01/01/2018 to 11/03/2018

Page 1

Bodet Software							
Abbreviation : ADMIN - 6246 Description : Administration - Dean and Dyball 6246 Code : ADM - 6246							
Organisation chart	Customer(s)	Cost. code	Hours	Days	Quantit(y)	£	GPB
Ground Floor	Customer 1	Customer1	6.43	0	0	0	87.166
Ground Floor	Customer 2	Customer2	4.95	0	0	0	40
Total (Revenue)			11.38	0	0	0	127.166
<b>Total</b>			<b>11.38</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>127.166</b>
Abbreviation : ADMIN - None Description : Administration - None Code : ADM - None							
Organisation chart	Customer(s)	Cost. code	Hours	Days	Quantit(y)	£	GPB
Ground Floor	Customer 2	Customer2	3.91	0	0	0	30.1
Total			3.91	0	0	0	30.1
<b>Total</b>			<b>3.91</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>30.1</b>
Abbreviation : ADMIN - RED34 Description : Administration - Research and Develop Code : ADM - RED34							
Organisation chart	Customer(s)	Cost. code	Hours	Days	Quantit(y)	£	GPB
Ground Floor	None		7.59	0	0	0	70
Total			7.59	0	0	0	70
<b>Total</b>			<b>7.59</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>70</b>
Abbreviation : DES - RED34 Description : Design Management - Research and Develop Code : DES4 - RED34							
Organisation chart	Customer(s)	Cost. code	Hours	Days	Quantit(y)	£	GPB
Ground Floor	None		7.59	0	0	0	70
Total			7.59	0	0	0	70
<b>Total</b>			<b>7.59</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>70</b>

Barker Ted Kelio 3.1812 12/03/2018 05:18 PM



Global summary of the organisation's activities (only with Kelio Report)

Example of an analytical report for activity time broken down by cost centre and client, detailed by section

## 5.3 Configurable reports and exports

All the data logged and calculated by Kelio Analytics is available to produce fully customisable reports or exports. The most common exports are preconfigured, but you may monitor your analytical report by customising your data and colours.

Employee	Machine 2 (M2) Hours	Machine 6 (M6) Hours	Machine 7 (M7) Hours	Post 1 (P1) Hours	Post 2 (P2) Hours	Post 3 (P3) Hours	Post 4 (P4) Hours	Post 5 (P5) Hours	Total Hours
Barker Ted	145.00		2.50	90.19					
Bean Elizabeth	200.00	1:30		39.13					
Bond Josef	232.00			63.13					
Brown Gina	200.00				29.43				40.00
Brown Suzie	240.00				37.51				40.00
Choppen Steven					35.00				
Davin Ruth	248.00			40.00					
Davis Michael	248.00				76.19				
Dear Steve	248.00					71.16			
Gilbert Elena	118.00			30.00		37.30			
Gordon Elizabeth	240.00					78.39			
Gordon Gina	240.00					38.25			40.00
Guinness Andrew	200.00								
Guinness Paul	248.00					40.00			40.00
Harrison Richard	240.00					40.00	37.40		
Kynes Jamie	240.00						80.00		
MacGregor Peter	240.00				15.00		40.00		40.00
Martin Fred	248.00					7.35	32.00		40.00
Millington Lee	240.00				40.00		40.00		
Noble David	240.00					40.00			
Osbourne Jane	240.00			38.00			40.00		
Shahbaz Mohammed	231.18					38.37			
Smith John	248.00				40.00				40.00
Sturges Dave	240.00					38.54			
Taylor Ruth	240.00				40.00	40.00			
Ugo Kirsty	248.00						40.00		
<b>Total</b>	<b>5702:18</b>	<b>1:30</b>	<b>2:50</b>	<b>300:45</b>	<b>354:53</b>	<b>470:56</b>	<b>309:40</b>	<b>240:00</b>	

Export example of activity totals by employee from date to date

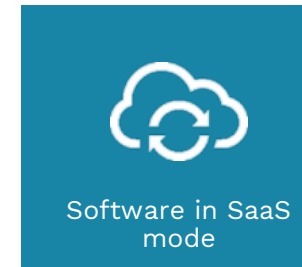
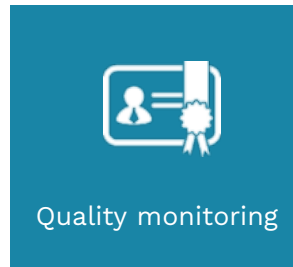
Employee	Floor	Date	Activity	ADM1	ADM2	Percentage	Duration	Period
Gordon Elizabeth	Floor 1	21/02/2018	Housekeeping	2	02		Day	8.00
Gordon Elizabeth	Floor 1	22/02/2018	Housekeeping	2	02		Day	8.00
Gordon Elizabeth	Floor 1	23/02/2018	Housekeeping	2	02		Day	8.00
Gordon Elizabeth	Floor 1	26/02/2018	Housekeeping	2	02		Day	8.00
Gordon Elizabeth	Floor 1	27/02/2018	Housekeeping	2	02		Day	8.00
Gordon Elizabeth	Floor 1	28/02/2018	Housekeeping	2	02		Day	8.00
Gordon Elizabeth	Floor 1	01/03/2018	Housekeeping	2	02		Day	8.00
Gordon Elizabeth	Floor 1	02/03/2018	Housekeeping	2	02		Day	8.00
Gordon Elizabeth	Floor 1	05/03/2018	Housekeeping	2	02		Day	8.00
Gordon Elizabeth	Floor 1	06/03/2018	Housekeeping	2	02		Day	8.00
Gordon Elizabeth	Floor 1	07/03/2018	Housekeeping	2	02		Day	8.00
Gordon Elizabeth	Floor 1	08/03/2018	Housekeeping	2	02		Day	8.00
Gordon Elizabeth	Floor 1	09/03/2018	Housekeeping	2	02		Day	8.00
Gordon Elizabeth	Floor 1	12/03/2018	Housekeeping	2	02		Day	8.00
Gordon Gina	Ground Floor	05/03/2018	Administration	ADM1	ADMIN	Percentage		43.00%
Gordon Gina	Ground Floor	06/03/2018	Administration	ADM1	ADMIN	Percentage		65.00%
Gordon Gina	Ground Floor	07/03/2018	Design Management	DE34	DES		Day	7.00
Gordon Gina	Ground Floor	08/03/2018	Administration	ADM1	ADMIN		Day	7.00
Gordon Gina	Ground Floor	09/03/2018	Administration	ADM1	ADMIN		Duration	4:10
Gordon Gina	Ground Floor	09/03/2018	Administration	ADM1	ADMIN		Period	20.00
Bond Josef	Offices	07/03/2018	Packaging	PK	Pack		Day	8.00
Guinness Paul	Floor 1	02/01/2018	Housekeeping	2	02		Day	8.00
Guinness Paul	Floor 1	03/01/2018	Housekeeping	2	02		Day	8.00
Guinness Paul	Floor 1	04/01/2018	Housekeeping	2	02		Day	8.00
Guinness Paul	Floor 1	05/01/2018	Housekeeping	2	02		Day	8.00
Guinness Paul	Floor 1	08/01/2018	Housekeeping	2	02		Day	8.00
Guinness Paul	Floor 1	09/01/2018	Housekeeping	2	02		Day	8.00
Guinness Paul	Floor 1	10/01/2018	Housekeeping	2	02		Day	8.00
Guinness Paul	Floor 1	11/01/2018	Housekeeping	2	02		Day	8.00
Guinness Paul	Floor 1	12/01/2018	Housekeeping	2	02		Day	8.00
Guinness Paul	Floor 1	15/01/2018	Housekeeping	2	02		Day	8.00

Export example of all the allocations made by date and by employee



## 6 Bodet Software services

Your project requires a certain level of expertise to ensure that specific objectives are managed and achieved. Bodet Software shares its key skills and expertise in the Time and Attendance, Human Resources and Access Control, to support you and guarantee the success of your project.



Autoclock Systems Ltd  
93-97 Second Avenue  
Heaton  
Newcastle Upon Tyne  
NE6 5XT

Tel: +44 (0) 191 276 1611  
Email: [sales@autoclocksystems.co.uk](mailto:sales@autoclocksystems.co.uk)

