



## Is today a good day to reconsider how you track time and attendance?



In labor intensive organizations with a need for accurate punch in / punch out, automated time keeping helps efficiently exchange employee and labor information with payroll, human resources and other essential business systems. Such systems help to reduce the time for payroll preparation, eliminate many payroll errors, help track/manage labor expenses and insure that work rules are enforced.

For many firms, especially those providing professional services, such as lawyers and accountants, recording and reporting time are critical to efficient operations. To help simplify this process automated time tracking solutions are powerful tools. These solutions can help organizations of any size track time, attendance and expenses and also offer features such as reporting and remote access.

*Join us for our February Client Webinar to hear about how automated time keeping can help:*

- Reduce errors by avoiding “rekeying” of time entry
- Streamline processes by providing a single point-of-entry for employee time, as well as management approvals
- Create shorter processing cycles through efficient workflow and email notifications of pending actions
- Reduce errors caused by manual calculations
- Streamline expense processes by including employee expense tracking with time keeping
- Enforce work rules at the point of entry reducing disputes after the payroll has processed



*Business Technology Solutions has been named as a Technology Pacesetter for the sixth year in a row by Accountants Media Group the publishers of Accounting Technology, Accounting Today, Practical Accountant and WebCPA.*



## CLIENT WEB SEMINAR REGISTRATION FORM

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### Two Ways To Register:

Go to <http://www.btsolutions.net/CurrentCustomers/AdditionalInfo.html> and the *Web Seminar Series Registration* link

-- OR --

Complete the information below, select the event you wish to attend (all times are Eastern) and fax to (919) 781-8580.

Name\*: \_\_\_\_\_ Title: \_\_\_\_\_

Company: \_\_\_\_\_ Phone Number\*: \_\_\_\_\_

E-mail Address\*: \_\_\_\_\_

\* Required in the event there is a need to reschedule.

### Time Tracking – Should I Automate?

Wednesday February 20 at 11:00 AM – Noon

Wednesday February 27 at 11:00 AM – Noon

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## WATCH FOR UPCOMING WEB SEMINAR EVENTS

**How Human Resource Management Systems Can Increase Efficiency and Compliance**

**Inventory Management**

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Shortly after we receive your registration we will e-mail information about accessing the Web Seminars you selected. In addition feel free to copy and pass this information to others.

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