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In this article, youâ€™ll find a few different ways that your business can keep track of time and attendance for your employees. There are different time clock models that are commonly used which allow for great diversity in a business set up, and also help to really make sure all of your employee needs are met day in and day out. Of course everyone cares that their time is kept track of appropriatelyâ€”pretty much flawlessly. So with the right time and attendance software to fit your model, youâ€™ll have great success keeping your workers happy. Letâ€™s take a look at these models, now. First, thereâ€™s our basic Kiosk Solution. With this, you will install the program onto a local computer where your employees will clock in as they come to work. This set up becomes like a nice checkpoint, where you are able to monitor and answer questions for your workers as they must come by every day. You can keep track of issues and get things solved right away. This is best for small, local business set-ups, with a limited number of workers who come in at different times of the day.

Next, there is the mid-range Network Solution. You will want to try this out if you have a medium-sized business with many employees who come in perhaps around the same time, so that multiple people can clock in at once. Or, if there are different departments in your large building, this means that the workers wonâ€™t have to travel all over the building just to clock in at the designated kiosk computer. The Network Solution is an online time clock that your own server hosts. Up to 5 people can clock in at once.

For certain companies, there are a limited, small number of employees who come in to work at different hours. For this, you may like to purchase a time and attendance software program that you can install into one computer within your building. People will then come and clock in on this â€œkiosk,â€• as some places call it, and you as a manager can help answer their questions and ensure all needs are met. This is not an online time clock, but it works just as well if you are using it for the correct business model!

Certain businesses are a little larger and do well to use time and attendance software that is online, located on a local server page which employees will pull up every day and clock in from that web browser. You can usually allow a limited number of computers to access the online site at a time, but that tends to be okay because it doesnâ€™t take very long to clock in. If an employee has to wait, it should only be for a few seconds. With this online format, you can always access the time clock from your company computers and do so from your desk.

Lastly, there are time clocks that you can purchase if your business is one spread out and versatile. If you donâ€™t have a single location, or a headquarters, employee time clocks that are located on a remote serverâ€”which you would pay a monthly fee to the company who hosts youâ€”are options for successful tracking and organizing of schedules.

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