

Introduction Continued



Attendance Professional keeps your employee data and company information secure. You have complete control over information and the user accounts that have access to it. You can grant the ability for users to create reports whose data they cannot change. Or, you can restrict access to certain reports that are financially sensitive. All Attendance Professional accounts are password protected against unauthorized access.



Attendance Professional for Windows reports can be defined to run at specific times or on a regular basis. For example, you can set up a report task that runs every day to determine which employees are tardy, taking long lunches or breaks, or leaving early. You choose the exceptions you want to track and Attendance Professional does the rest. Reports are avail-