

# A proactive approach to Time and Attendance

## How much is your time worth?



**Automated Time Keeping  
has never been simpler!**

### Introduction:

Lexington Technology has developed its LexTime Small Business Edition (SBE) time and attendance software to reduce the amount of time small businesses spend on workforce management. LexTime SBE automates the collection, management and distribution of employee hours in virtually real time, making conventional time and attendance a thing of the past, for Small Businesses. Our LexTime SBE workforce management solutions allow the user to reduce labor costs, effectively deploy employees and gain better control of labor expenses. Our LexTime SBE product is targeted for companies of 100 employees or less, yet still has the same complex time and attendance issues of companies with thousands of employees.

### Why LexTime SBE?

Ease of use and implementation time is the key factors when considering LexTime SBE. There are no complex Business Rules or Set-up procedures so speedy implementation will give you a quicker ROI from your Time and Attendance system. The software is designed in an easy to learn step by step process; you can be up in running in hours not days. LexTime SBE can be installed on any PC Workstation with or without networking capabilities and will not be an intrusion on the PC Workstation where LexTime SBE is installed.



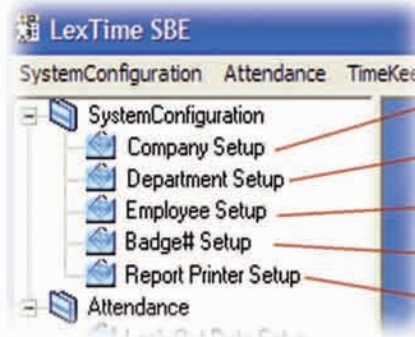
### Time Clocks

Our Time Clocks are designed to provide seamless integration into LexTime SBE. Similar to plug and play our software will locate your time clock for you. Once the time clock is located you name the time clock, click the connect button and you are ready to start collecting data.

### Time Clocks to Fit Your Need

The time clock that comes with LexTime is designed for simple employee use. The clock has two (2) button clocking for **IN** and **OUT** with **TIME OF DAY DISPLAY**. Our time clocks are compatible with **RS232, RS485, ETHERNET; TCP/IP PROTOCOL (10 Base T)**, clocks can be mixed and matched depending on your application. The Time Clocks will also read a wide variety of ID cards; **MAGNETIC STRIPE, BARCODE and RFID**. Clocks can be configured for desktop or wall mounting.

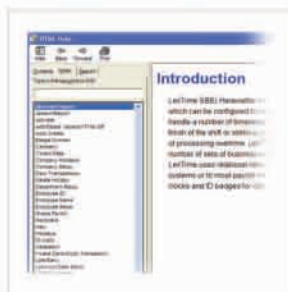
**Business Rules:** With LexTime SBE you can forget about the need for setting up lengthy and complex business rules. Our system is designed for ease of use with an efficient workflow process that guides you through set-up. It's simple, easy to understand and a straight forward approach to setting up your business' time keeping rules.



### 5 easy steps for Set-up

- 1 Company Address and working Hours
- 2 Enter Departments
- 3 Add Employee Information
- 4 Associate an Employee to a Badge Number
- 5 Determine where to Print Reports

### Comprehensive Support for LexTime SBE



LexTime SBE comes with on-line help files to assist you with every aspect of setting-up and running your Time and Attendance system. Our easy to use, menu driven style procedures will guide you through set-up and operations. However, we do not stop there, when you purchase our software our technical support program is initiated and our technical support team will provide you with free technical support for your first two instances, if you feel you need additional help.

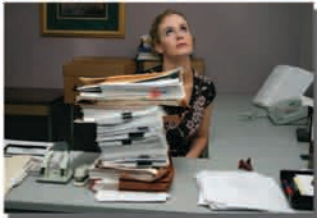


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# A Unique approach to Timekeeping



**Tired of keeping Time and Attendance records?**



LexTime SBE will take the work out of employee Timekeeping

**Daily Transactions**

gdt, Edit, Delete, Refresh, Update

Department: JAL  
EmpID: A001  
From: 06/20/2006  
To: 06/20/2006

EmpID	ProfileName	Department	Date	In	Out	Break	Notes
A001	Admin	JAL	06/20/2006 8:12 AM	08:12	04:30		
A001	Admin	JAL	06/20/2006 11:04 AM	11:04	12:00		
A001	Admin	JAL	06/20/2006 11:25 AM	11:25	12:00		
A001	Admin	JAL	06/20/2006 12:33 PM	12:33	01:00		
A001	Admin	JAL	06/20/2006 12:30 PM	12:30	01:00		
A001	Admin	JAL	06/20/2006 15:00 PM	15:00	04:30		
A001	Admin	JAL	06/20/2006 16:22 PM	16:22	04:30		
A001	Admin	JAL	06/20/2006 17:19 PM	17:19	04:30		

**Payroll Hours**

Edit, Delete, Refresh, Report, Help, Exit

Department: JAL  
Employee From: A001  
To: 0300

Select Date  
From: 06/20/2006  
To: 06/20/2006

EmpID	ProfileName	Department	Date	Strong	Weak	Over	Under	Other	Leave	Other	Leave	Other
A001	Admin	Business Office	06/20/2006	7.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
A001	Admin	Business Office	06/20/2006	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
A001	Admin	Business Office	06/20/2006	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
A001	Admin	Business Office	06/20/2006	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

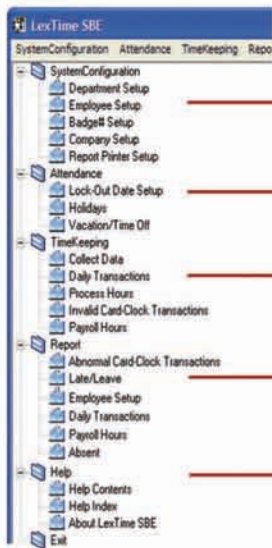
Reports on demand

We also have an optional Payroll Input Worksheet

**6 Timekeeping Reports Created Automatically**

- Daily Transactions
- Absentee Report
- Adnormal Report
- Late/Early Report
- Employee Set-up
- Payroll hours

**LexTime SBE Workflow simplifies the art of timekeeping**



**Configure Business Rules**

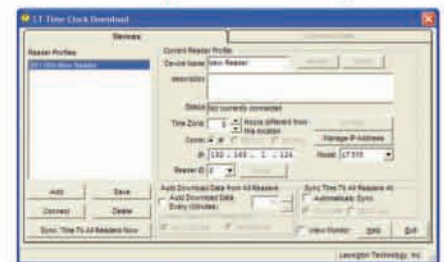
**Create your Vacation Schedule**

**Collect Timekeeping information**

**Generate Reports**

**Extensive Help Files**

**Plug & Play Time Clock Configuration**



**Time and Attendance Solutions for Real-World applications**

**Technical Support Programs**

Lexington Technology offers many service programs which are cost effective solutions to keeping your system up and running efficiently. If you feel that you are interested in one of our Technical Support Programs contact your local Reseller or Lexington direct and we will provide you with additional information.

Whether you are configuring a single time clock for your desktop or multiple timeclocks on a network the LexTime SBE is designed as Plug and Play to locate your time clocks.

Authorized Reseller

**Positive ID, Inc.**  
Toll Free (800) 242-0014  
www.PositiveID.com

**LEXINGTON**  
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