

Kronos iSeries Terminal Entry

Kronos iSeries Central Suite Time and Labor Solutions

Many organizations find it challenging to collect time and labor data from their diverse workforce, which is often a mix of salaried and hourly employees, full and part timers, and temporary workers. Without this information many organizations struggle to apply complex pay and work policies, make better decisions, and control labor costs.

In addition, administering employee pay, benefits, and accruals are time-consuming processes. In most cases managers shoulder the responsibility of responding to inquiries related to employees' worked and scheduled hours, leave balances, absence and earnings histories, and other information. This inefficient top-down delivery of employee services tends to generate errors and increase costs while decreasing productivity and employee satisfaction.

The Kronos iSeries Terminal Entry application addresses these challenges by having employees record their own time entries, access leave balances and other benefits information, and use the system to communicate with managers. This is accomplished through workstations that capture data and provide employee self-service, both of which streamline administrative processes, enhance manager productivity, and improve workplace satisfaction.

Maximize your IBM iSeries investment

Kronos iSeries Terminal Entry transforms your client systems — either IBM 5250-enabled iSeries terminals or PCs — into workstations for both labor data collection and employee information access. Allowing your employees to punch in or out at terminals equipped with a keyboard or a wedge reader, Kronos iSeries Terminal Entry provides a robust solution that leverages the power of the Kronos iSeries Central suite and your IBM iSeries server platform.

Employees can also use Kronos iSeries Terminal Entry to transfer from one department or job to another to support the accurate transfer of labor charges and labor rate transitions for different projects, cost centers, or other user-defined fields. This allows managers to optimize workforce utilization, and gives organizations a clearer view of labor costs.

Provide employee self-service

The Kronos iSeries Terminal Entry application is much more than just a data collection system. The application also serves as a self-service information center for employees, who simply enter their employee numbers and passwords to view labor information, such as daily and cumulative hours for the pay period, in/out punches, overtime accumulations, and other data.

Employees also use the system to access their leave balances and other accruals information. Employees simply click on "Accruals Inquiry" to view up-to-date information related to leave taken and remaining. These features relieve administrative staff and managers from the time-consuming tasks of collecting information and responding to inquiries, and help improve employee satisfaction, which can boost workforce productivity and retention.

In addition, Kronos iSeries Terminal Entry streamlines communications between employees and managers. Employees can send and receive messages, and managers can send messages to specific employees, as well as transmit to groups of employees or global lists. The system can also be configured to display up to five messages at once when employees punch in and/or out, and these messages can be displayed once or on multiple days over specified time periods.



Key Benefits

- » **AUTOMATE** the capture and accessibility of labor data
- » **STREAMLINE** manager/employee communications
- » **ACHIEVE** greater visibility and control of labor costs
- » **INCREASE** workforce productivity and satisfaction



Kronos iSeries Central suite

Kronos iSeries Terminal Entry is an integral component of the Kronos iSeries Central suite, a comprehensive workforce management solution specifically designed for the IBM iSeries server.

Our leading technology scales to the largest organizations and provides the flexibility to meet your exact needs. And our integrated suite of products — including those for time and labor, absence management, and scheduling — is both easy to use and easy to own.

Kronos technology is complemented by an expert services team, whose deep knowledge of Kronos solutions and broad experience gained from many successful enterprise implementations can help you achieve a rapid deployment that provides fast time-to-value.

For more information about Kronos iSeries Terminal Entry or our comprehensive Kronos iSeries Central suite, please contact your local sales representative or visit www.kronos.com.



Key Functionality

- » **USE EXISTING INFRASTRUCTURE** to fully leverage your existing IBM 5250-enabled iSeries terminals and PC clients located on the shop floor
- » **EMPLOYEE SELF-SERVICE** provides kiosks for employees to view information, such as daily and total hours, overtime accumulations, and leave balances
- » **ENHANCED COMMUNICATIONS** enable managers and employees to exchange messages that workers can access at terminals or when punching in and out
- » **DEPARTMENT TRANSFERS** allow employees and/or managers to transfer labor hours from one department, cost center, job, or other definable field to another
- » **FLEXIBLE PUNCH ENTRY** allows employees and managers to enter labor data using a keyboard or a wedge reader installed on the iSeries terminal



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