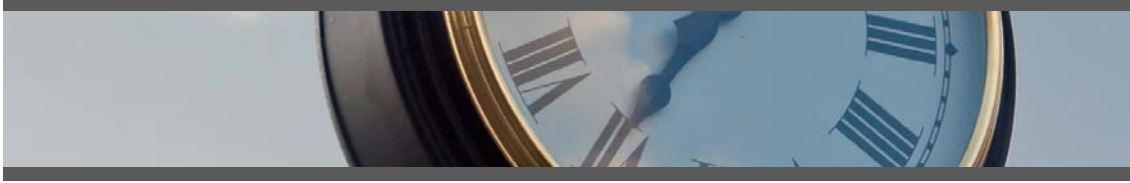


# Time Viewer – Features Guide

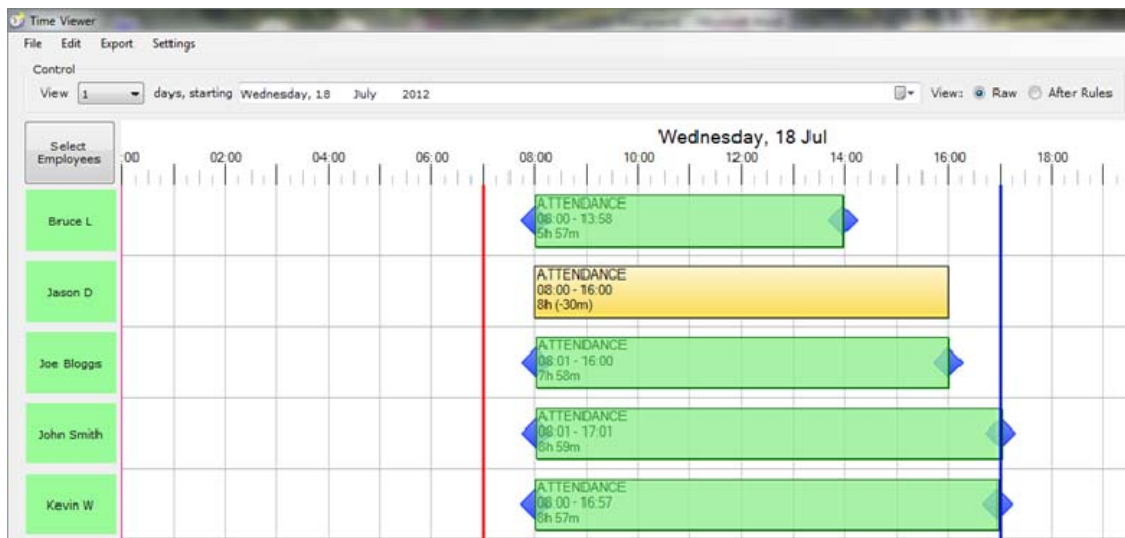


*Software developed for use with the  
Ingersoll Rand HandPunch 3000  
biometric hand scanner*



**Time Viewer Software :**

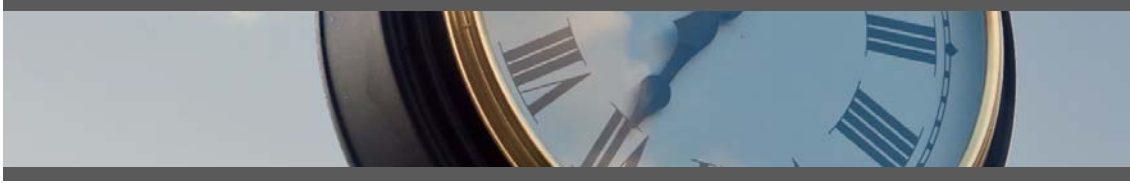
- *Links to the HandPunch 3000 terminal*



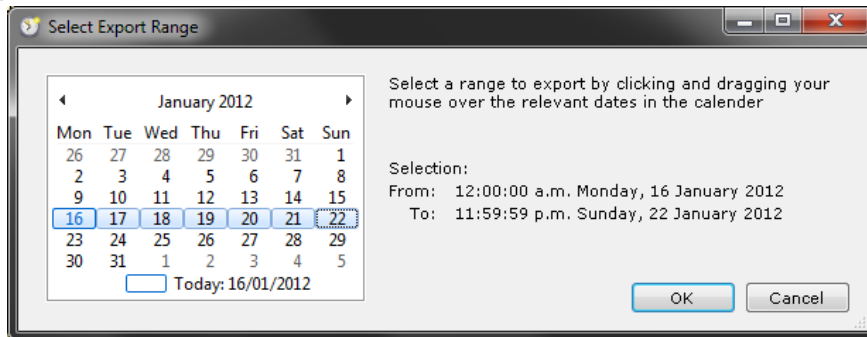
- *Allows department supervisors to check attendance time*
- *Produces attendance reports*
- *Produces payroll files for import into your payroll package*
- *Add your own rules for rounding start and end times*
- *Create your own user groups for reviewing and approving time data*



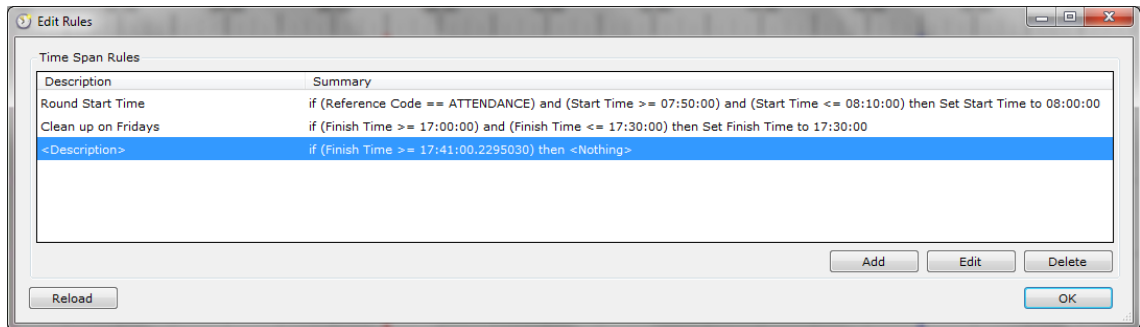
# Time Viewer – Features Guide



## **Exporting files for your Payroll :**



## **Set your own rules for rounding start and finish times :**



## **Set user permissions for Team Leaders :**

