



DAELIBS

Time Solutions

Keeping Track Of Business



Daelibs SeeknFind

Electronic Time Sheets



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Overview

Daelibs Keeping Track of Business (DKTOB) commenced designing and developing the DAELIBS (Data Analysis Electronically Logged Information Based System) in 1996

In response to client demand; the Daelibs Time Clock with the SeeknFind Software electronic time sheet solution was developed. This product is used in a range of industries.

The Hardware consists of a Daelibs Time Clock that reads iButtons. The iButton e-signature identifies personnel clocking-in and clocking-out of a shift or a work day.

The Time Clocks can store 2,500 attendance records in the clock memory.

Attendance data is stored and down loaded as required. Data can be polled live across a Local or Wide Area Network into a central SeeknFind data server.

SeeknFind electronic time sheets are used to, add any missed log-in / log-out records, adjust any errors and to sign-off the pay period record for payment.

After a time sheet is 'signed off' by a team leader, or supervisor, the electronic time sheet reports can be printed or passed to an Award Interpreter or other pay roll processing program for payroll payment.*

* SeeknFind is not an Award Interpreter or payroll processing software package.

Daelibs Time Clocks and SeeknFind Electronic Time sheets are used on specialised fixed guard security sites, cleaning services, light industry and commercial businesses. The time clock is ideally suited to community group housing and other residential care service operations.

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Daelibs Time Clock Combinations



Clock connected into
Local Area Network

Working across a range of industries the Daelibs Time Clocks have successfully used iButtons as a proven and durable electronic signature (e-signature) for personnel.

Connecting to a stand alone computer by USB or Serial Port; or linked into a Local Area or Wide Area Network with a TCP/IP interface real time data can be polled into SeeknFind electronic Time Sheet software.

Who is logged on-site can be viewed by authorised persons, across the Network

Across the Network team supervisors can, over a fortnight, routinely check-off time sheets avoiding the end of pay period rush to check and sign off time sheets for payroll.

At remote sites, time clocks can be connected to transfer data over a PSTN Land Line Modem or the GSM mobile phone network.

SeeknFind electronic time sheets provide digital data for integration with existing payroll programs.

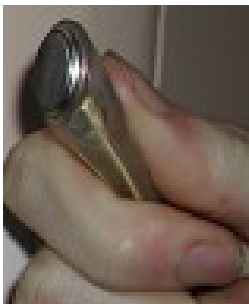


Clock fitted with a GSM
Modem

iButton e-Signatures



The **iButton** is a microchip in a stainless steel cannister with a unique ID. It is a highly durable e-signature that can and has proven to be versatile across a range applied roles. It is used for an e-signature for personnel and for a range of location and item identifications.



As a personal electronic signature

the iButton is attached to a robust plastic tag that can be used by staff and clients as their personal electronic e-signature.



The iButton on a tag conveniently attaches to a key ring. The insert in the iButton tag can be marked with a contact phone number. This serves to provide a return contact should the iButton be misplaced.

Phone Reported Entry

ORANGE Oswald

Current Location DKTOB Sturt Road

Start at new Location Brighton Road

The facility for a manual entry of start and finish times can be provided for a staff member who is working off site or who has left their electronic signature at home. This facility was added for staff moving between locations where there are no time clocks. A phone call to the office reports a sign-on, sign-off request to a duty staff clerk for entry.

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SeeknFind Software Package

SeeknFind Software enables the user to manage the registration of iButtons as a personal and unique e-Signature for staff members.

The e-Signature is used by the staff member to sign-in and sign-out for a shift.

On multi-work sites a staff member can move between sites and sign-in or sign-out at different locations.

The data from the Time Clock is downloaded by a Serial or USB connection to a local computer. Alternatively the Time Clock can be connected with a TCP/IP interface into a Local or Wide Area Network.

Total flexibility for data transfer is provided with a wireless GSM interface with the SeeknFind secure Internet electronic time sheet data server.

The Logger Data records are stored in a database where time sheets can be signed-off by team supervisors and time sheets generated.

Who is Logged in

The Time Clock can be polled to show who is logged in at a work site. This Information can be useful for site evacuation.

Logged on Employees

Employee	Started	Location
CREAM Ryan	01/10/2009 08:07:12	DKTOB Sturt Road
BLACK Richard	01/10/2009 09:12:36	DKTOB Sturt Road
BEIGE Ian	01/10/2009 09:11:47	DKTOB Sturt Road

Sign-off Time Sheet

An edit time sheet function allows missed entries and absent days to be corrected or manually added. An audit trail of all manual entries is logged.

Edit Timesheet

BLACK Richard
BLA0002

Date Range: 21/09/2009 to 25/09/2009

Location	Date	Start	End	Code	
DKTOB Sturt Road	01/10/2009			Normal	add
DKTOB Sturt Road	21/09/2009	09:01:16	18:41:44	Public Holiday	delete
DKTOB Sturt Road	22/09/2009	08:54:49	18:00:00	Normal	delete
DKTOB Sturt Road	22/09/2009	18:23:09	Missing	Normal	delete

Data Transfer from Time Clock to Computer

Data from the standard Daelibs DL4i Time Clock can be downloaded to the SeeknFind database in several ways.

SeeknFind Internet Server via Local Computer connection.

Via a 15 metre cable connected to a USB or RS232 9 Pin Serial Port on a Computer.

Where the software is hosted by DKTOB the local computer needs to have an Internet connection. Data is downloaded from a computer connected to the Time Clock via the Internet to the secure SeeknFind data server.

SeeknFind Local Computer Installation

Where the SeeknFind Software is installed on a local computer, the attendance records are downloaded from the Time Clock directly to the computer installed with SeeknFind Software.

DL4i GSM Time Clock.

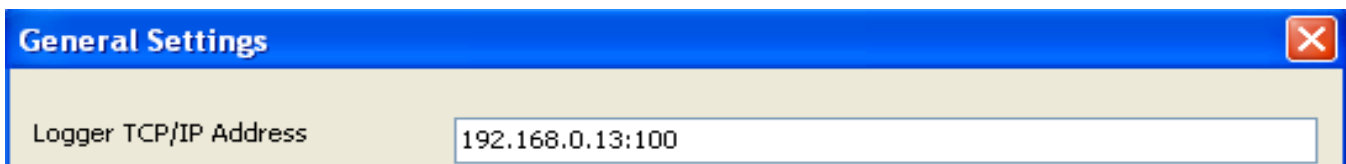
The DL4i GSM Time Clock is fitted with a built in GSM Modem which enables the Time Clocks to be downloaded remotely Via the GSM network (Mobile Phone Network). Time Clocks are registered on a dial-up plan for set intervals when the data is downloaded to the SeeknFind server.

Modem -Land Line

Time Clocks can also be downloaded via Land Line modem connection.

TCP/IP LAN WAN Network

Time Clocks can be connected into a Local Area or Wide Area Network using a RS232 to TCP/IP converter.



The screenshot shows a window titled "General Settings" with a close button in the top right corner. Below the title bar, there is a text input field labeled "Logger TCP/IP Address" containing the value "192.168.0.13:100".

Electronic Time Sheets for Multiple Worksites

Day	Date	Time Start Work	Time Finish Work	Time Off for the Day	Ord. Time	Over Time	Total Hours	Signature of Employee
1st	11/01	8:30	5:00	3:00			7:30	[Signature]
2nd	11/02	8:30	5:00	3:00			7:30	[Signature]
3rd	11/03	8:30	5:00	3:00			7:30	[Signature]
4th	11/04	8:30	5:00	3:00			7:30	[Signature]
5th	11/05	8:30	5:00	3:00			7:30	[Signature]
6th	11/06	8:30	5:00	3:00			7:30	[Signature]
7th	11/07	8:30	5:00	3:00			7:30	[Signature]

Week Ending: 10/11/09
 Wages: 38.40 Hrs @ \$ \$
 Overtime: 4 Hrs @ \$ \$
 Bonus, Allowance etc: \$
 GROSS \$ NET \$
 Signature: [Signature]

There are many reasons why organisations are choosing to replace paper time sheets and time books with Daelibs DL3i and DL4i Time Clocks. The most common reason to install a Daelibs time clock is the need to make the administration process of preparing payroll every fortnight less demanding on individuals, team supervisors and payroll clerks.

Time Books, like this example, often have to be deciphered before the times can be hand entered for processing.

With a Daelibs Time Clock, the days of having to wait for the dreaded day to process time sheets disappears. With some pre-checking over the period of the pay-fortnight, the SeeknFind electronic time sheet package makes it possible, on payroll day, to turn the computer on and have all the staff time sheets ready to go.

An editing process makes it easy to make adjustments and 'sign off' an individual time sheet. This is an ideal package for multiple worksites.

BLA0002

Date Range: 07/09/2009 to 11/09/2009

Location	Date	Start	End	Code	
DKTOB Sturt Road	15/09/2009			Normal	add
DKTOB Sturt Road	07/09/2009	08:59:00	17:50:54	Normal	delete
DKTOB Sturt Road	08/09/2009	08:45:43	17:55:00	Normal	delete
DKTOB Sturt Road	09/09/2009	08:56:46	18:10:01	Normal	delete
DKTOB Sturt Road	10/09/2009	08:55:27	18:16:53	Normal	delete
DKTOB Sturt Road	11/09/2009	08:40:31	Missing	Normal	delete

Save Cancel

Electronic Time Sheets - Project Cost Analysis Data

An example of the information captured with a Daelibs Time Clock placed in a Community House where a person was rehabilitated from a long term residential care facility to living with support in the community.

The summary details the support personnel hours provided in the first six months of the care transition. The success is attributed to the volunteer hours contributed to his support. The Daelibs Time Clock and Internet based electronic time sheet has provided the cost analysis data.

The same data can be used to process staff time sheets for payroll.

A Daelibs DL4i portable Time Clock was used in Ascot House. The GSM Mobile phone wireless Network was used to provide on demand download data to the SeeknFind Internet Server based software program.


Ascot Group House

[Reports](#) [Timesheets](#) [Maintenance](#) [Logger Data Upload](#) [Notes](#) [Help](#)

Timecode Summary

Period: 20/06/2008 to 31/12/2008

Summary By Location

Location	Timecode	Total Hrs	
ASCOT HOUSE	Normal	1.09	View
	Volunteer Hours	203.23	View
	Care Worker	123.00	View
	Administration	11.82	View
	Day Centre	3.29	View
	Advocacy	78.62	View