



H.R. SOFTWARE SOLUTIONS PVT. LTD.
A Complete IT Solution Provider

HRSS



ATTENDANCE PROCESSED

234/240

ABSENCE

5%

▼ 0.0% FROM APR

ATTENDANCE

95%

▲ 0.0% FROM APR



Time & Attendance Management



Attendance is the action or state of being present at a place of work according to the company's policies. The opposite of attendance is absence from work.

But it is not as simple as that. In most companies, an employee has to be present within a specific period for a certain number of hours to be considered as being present.

For example, if an employee comes to a factory at 3:00 PM and leaves after just one hour of work, it does not count. The employee needs to be present from the start till the end of the shift.

However, for teams that are not customer-facing or work is not time-dependent, attendance could mean putting in 8 hours of work per day. It could be 9 to 5 one day and 6 to 2 on another day.

Apart from the narrow definition above, attendance can be considered a short-hand term to cover a wide range of concerns like absenteeism, time discipline, time accounting, workforce management, productivity, etc.

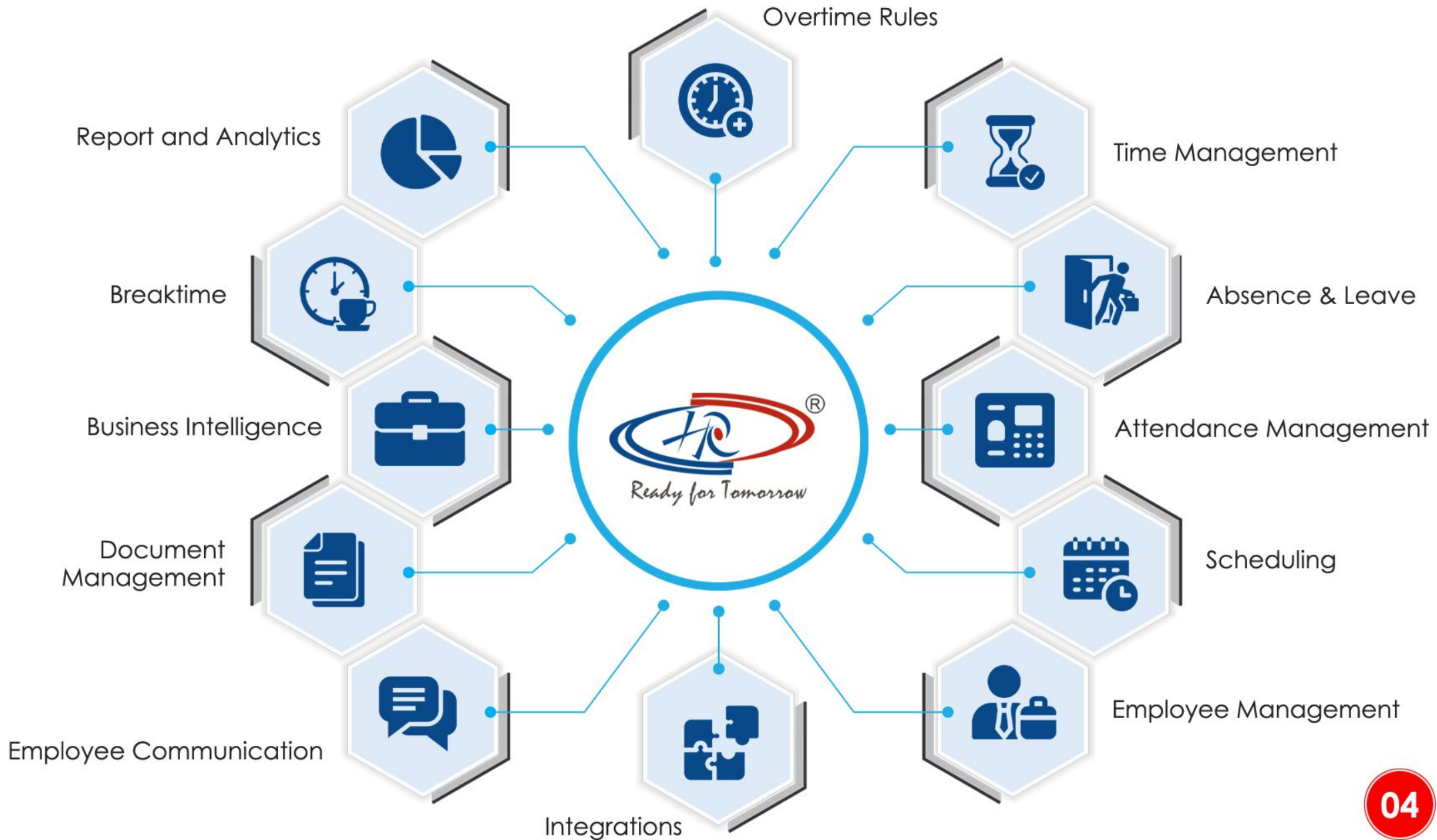


Our industry leading time & attendance software supports business of all sizes, from small and simple to large and complex. Providing you with the tools to streamline repetitive tasks, reduce effort in managing your workforces schedules which helps in reducing employee costs, improves productivity, profitability and minimises potential compliance risks.

Our time & attendance software is fully customisable to accommodate the way your business works, delivering flexibility across flexible working patterns and shift work, multiple sites and pay centres.

Core Features

Time and attendance management is critical for ensuring working time and employee absences are managed correctly, for monitoring and improving operational efficiencies and for ensuring compliance

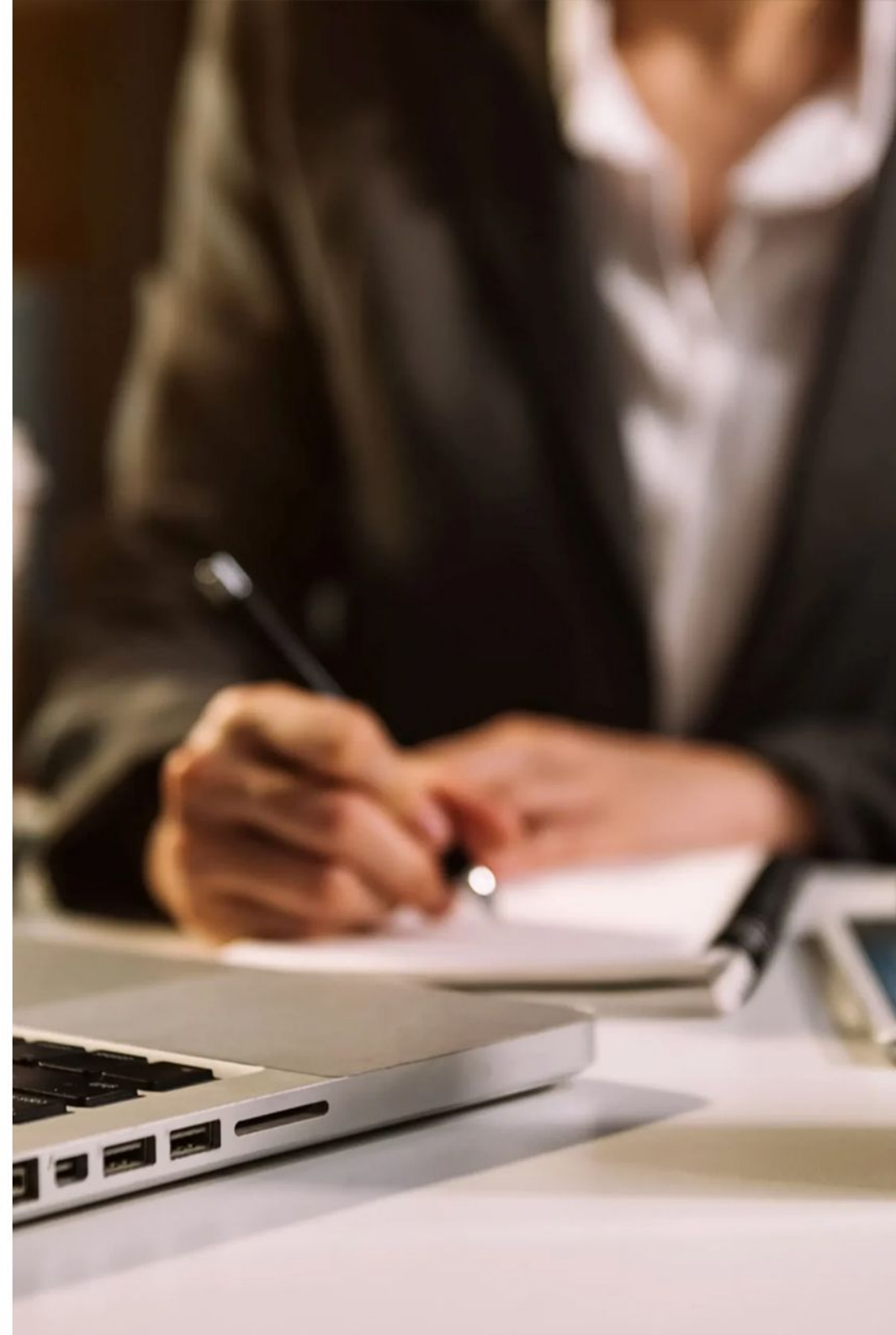


Time Management

Time Management is a critical software module offered by H.R. Software Solutions Pvt. Ltd. that helps organizations optimize the use of time across various tasks and projects. Designed to enhance productivity and efficiency, this module enables employees and managers to plan, track, and manage their work schedules effectively. Whether in corporate environments, educational institutions, or service industries, time management software supports better organization of daily activities, deadlines, and priorities, ensuring that valuable time is used wisely to meet goals and improve overall performance.

Our Time Management module features tools such as task scheduling, deadline reminders, time tracking, and workload balancing. It allows users to break down large projects into smaller, manageable tasks and assign priorities accordingly. Automated alerts help avoid missed deadlines and reduce procrastination. Managers can monitor team performance, identify bottlenecks, and allocate resources efficiently using real-time dashboards and detailed reports. Integration with calendars, HRMS, and project management systems makes this module a comprehensive solution for improving time utilization at every level of the organization.

Built with flexibility and user experience in mind, the Time Management module from H.R. Software Solutions Pvt. Ltd. is scalable and customizable to suit businesses of all sizes. It supports multi-departmental collaboration and provides secure access to ensure data privacy. By implementing this solution, organizations can reduce time wastage, enhance productivity, and foster a culture of accountability and discipline. Ultimately, it empowers teams to deliver quality results on time, helping businesses gain a competitive edge.





Attendance Management

Attendance Management by H.R. Software Solutions Pvt. Ltd. is a reliable software module designed to automate and simplify employee and student attendance tracking. This system eliminates the need for manual registers by providing real-time recording of check-ins, check-outs, and working hours. Suitable for various sectors including corporate offices, educational institutions, manufacturing units, and remote teams, the module offers flexible options to meet diverse organizational needs. It ensures accurate attendance data, enhancing transparency and accountability across all levels.

The software supports multiple methods of attendance capture such as biometric devices, RFID cards, web portals, and mobile GPS tracking for field staff. It includes features like shift scheduling, leave management, late arrival notifications, and automated alerts to help HR departments manage workforce discipline effectively. Customizable reports and dashboards offer detailed insights into attendance patterns, absenteeism, and employee productivity. Integration with payroll and HRMS systems allows automatic salary calculations based on attendance, minimizing errors and saving time.

Built to be scalable and user-friendly, the Attendance Management module accommodates organizations of all sizes and structures. It supports multi-location and multi-department management with secure, role-based access for administrators, managers, and employees. Historical attendance data and audit trails facilitate informed decision-making and ensure compliance with company policies and labor laws. By implementing this solution, organizations improve operational efficiency, control workforce attendance effectively, and reduce administrative costs.

Absence & Leave

Absence & Leave Management is a vital software module developed by H.R. Software Solutions Pvt. Ltd. to help organizations efficiently handle employee leave requests, approvals, and absence tracking. This module automates the entire leave process, replacing manual paperwork and reducing administrative burdens. It allows employees to apply for various types of leave—such as casual, sick, maternity, or vacation—through an intuitive interface, while managers can review and approve requests quickly. The system ensures accurate leave balances, prevents conflicts, and maintains compliance with company policies and labor laws.

The module supports customizable leave types, workflows, and approval hierarchies, making it adaptable to diverse organizational structures and rules. It provides real-time visibility into employee absence trends and leave utilization through detailed reports and dashboards. Integration with attendance and payroll systems enables automatic updating of leave records and salary calculations based on approved leaves. Automated notifications and reminders keep both employees and managers informed throughout the leave lifecycle, reducing errors and communication gaps.

Designed for scalability and ease of use, the Absence & Leave Management module from H.R. Software Solutions Pvt. Ltd. can be deployed across multiple locations and departments with secure, role-based access. It helps organizations improve workforce planning, minimize absenteeism, and maintain operational continuity. By streamlining leave management, companies save time, increase transparency, and foster employee satisfaction, ultimately contributing to a more productive and motivated workforce.





Employee Management

Employee Management is a comprehensive software module offered by H.R. Software Solutions Pvt. Ltd. that streamlines the entire employee lifecycle—from recruitment to retirement. This module helps organizations efficiently maintain employee records, manage personal and professional details, and track performance and attendance in one centralized system. It replaces traditional paper-based processes with a digital solution that enhances accuracy, reduces errors, and improves overall HR productivity. Suitable for businesses of all sizes and industries, this module simplifies the management of employee information while ensuring data security and compliance with labor laws.

The module provides tools for storing essential employee details such as contact information, job roles, qualifications, salary details, and work history. It supports features like onboarding workflows, document management, performance appraisals, and training records, making it a one-stop solution for HR teams. Managers can easily monitor employee progress, set goals, and generate customized reports to assess workforce performance. Integration with payroll, attendance, and leave management systems creates a seamless HR ecosystem, improving operational efficiency and decision-making.

Built with scalability and user-friendliness in mind, the Employee Management module supports multi-location operations and role-based access controls to protect sensitive information. It enables organizations to maintain organized, up-to-date employee data, facilitate communication, and enhance employee engagement. By adopting this solution from H.R. Software Solutions Pvt. Ltd., companies can reduce administrative overhead, improve workforce planning, and create a more productive and motivated workforce.

Scheduling

Scheduling is an essential software module by H.R. Software Solutions Pvt. Ltd. that helps organizations efficiently plan, allocate, and manage employee work shifts, appointments, and tasks. This module is designed to optimize resource utilization, minimize conflicts, and ensure smooth operations across various industries such as manufacturing, healthcare, retail, and corporate offices. By automating the scheduling process, it reduces manual errors, saves time, and enhances workforce productivity and satisfaction.

The Scheduling module offers features like shift planning, calendar integration, real-time updates, and conflict detection to avoid overlapping shifts or double bookings. Managers can create and modify schedules quickly while employees can view their assigned shifts and request changes through a user-friendly interface. Automated alerts and reminders keep everyone informed about upcoming shifts or schedule changes. The module also supports complex scheduling needs including rotating shifts, flexible work hours, and multi-location coordination.

Designed with scalability and customization in mind, the Scheduling module from H.R. Software Solutions Pvt. Ltd. supports multi-department and multi-site operations with secure, role-based access controls. Integration with attendance, leave, and payroll systems ensures accurate tracking and compensation based on scheduled hours. Implementing this solution empowers organizations to streamline workforce management, reduce absenteeism, and improve operational efficiency, ultimately leading to better service delivery and employee satisfaction.





Employee Communication

Employee Communication is a powerful software module developed by H.R. Software Solutions Pvt. Ltd. to facilitate seamless and efficient communication within organizations. This module helps bridge the gap between management and employees by providing a centralized platform for sharing important announcements, updates, policies, and feedback. Effective communication fosters a collaborative work environment, improves employee engagement, and ensures that everyone stays informed and aligned with organizational goals.

The module offers features such as instant messaging, group chats, bulletin boards, and notification systems that can be accessed via desktop or mobile devices. It supports targeted communication by allowing messages to be sent to specific departments, teams, or individual employees. Additionally, it enables two-way communication, encouraging employees to share their ideas, raise concerns, and participate in surveys or polls. Automated alerts and reminders ensure timely dissemination of information, reducing misunderstandings and improving transparency.

Designed with security and ease of use in mind, the Employee Communication module supports multi-level access control and integrates seamlessly with other HR and management systems. It helps organizations enhance workplace culture, boost morale, and increase productivity by keeping employees connected and engaged. By adopting this solution from H.R. Software Solutions Pvt. Ltd., companies can create a more informed, motivated, and collaborative workforce.

Document Management

Document Management is a robust software module developed by H.R. Software Solutions Pvt. Ltd. to help organizations efficiently store, organize, and manage their important documents in a secure digital environment. This module eliminates the challenges of paper-based filing systems by providing a centralized platform for uploading, accessing, and sharing documents anytime, anywhere. It supports various file formats and ensures quick retrieval of files, improving overall productivity and reducing the risk of data loss or misplacement.

The Document Management module includes features such as version control, access permissions, audit trails, and document indexing to maintain security and compliance with industry standards. It allows authorized users to collaborate on documents, track changes, and approve workflows, making it ideal for HR records, contracts, policies, and project documentation. Automated backups and encryption protect sensitive information, while customizable folders and tags help keep documents organized for easy navigation.

Designed with scalability and integration capabilities, this module seamlessly connects with other HR, payroll, and workflow management systems offered by H.R. Software Solutions Pvt. Ltd. It supports multi-user environments with role-based access to ensure data privacy. By implementing our Document Management solution, organizations can reduce administrative overhead, enhance information security, and streamline document-related processes, leading to improved operational efficiency and compliance.





Integrations

Integrations is a dynamic software module developed by H.R. Software Solutions Pvt. Ltd. that enables seamless connectivity between various internal systems and third-party applications. This module acts as a central bridge that brings together data and functionalities across HRMS, payroll, attendance, scheduling, accounting, communication, and more. With real-time data sync and automated workflows, it helps organizations eliminate duplicate data entry, reduce manual errors, and improve overall system efficiency and decision-making.

Our Integration module supports APIs, webhooks, and custom connectors to easily link your H.R. Software modules with popular tools like Tally, SAP, QuickBooks, biometric devices, email services, CRM platforms, and cloud-based applications. This allows businesses to maintain a unified software ecosystem where data flows securely and automatically between systems. Whether it's syncing attendance data to payroll, updating employee info across platforms, or connecting communication tools for faster collaboration, this module ensures everything works in harmony.

Designed with flexibility and scalability in mind, the Integrations module can be tailored to suit any industry or business size. It supports both cloud and on-premise environments and follows strict data security protocols to protect sensitive information. By adopting this solution from H.R. Software Solutions Pvt. Ltd., organizations can save time, reduce IT complexity, and ensure that all their digital tools work together smoothly—enabling smarter, faster, and more efficient operations.

Business Intelligence

Business Intelligence (BI) is an advanced software module developed by H.R. Software Solutions Pvt. Ltd. that transforms raw organizational data into meaningful insights to support smart decision-making. This powerful module collects, analyzes, and visualizes data from various sources such as HR, payroll, attendance, finance, and operations—enabling leaders to track key performance indicators (KPIs), identify trends, and make data-driven strategic decisions. With real-time dashboards and custom reports, it offers a clear picture of business performance and operational efficiency.

The Business Intelligence module includes features like interactive charts, predictive analytics, drill-down reports, and comparative analysis. It allows managers and stakeholders to monitor employee productivity, departmental performance, financial trends, and resource allocation with ease. The system supports data from multiple modules and third-party tools, consolidating it into one intuitive platform. Customizable dashboards help users focus on the metrics that matter most to their roles, whether it's HR, finance, or top-level management.

Designed for scalability and security, the BI module supports role-based access, data export capabilities, and mobile-friendly dashboards, making it suitable for growing organizations with dynamic needs. It integrates seamlessly with existing systems developed by H.R. Software Solutions Pvt. Ltd., ensuring a unified and streamlined analytics experience. By implementing this module, businesses gain a competitive advantage through faster insights, better forecasting, and more informed decision-making—turning data into one of their most valuable assets.





Breaktime

Breaktime Management is a specialized software module developed by H.R. Software Solutions Pvt. Ltd. to help organizations monitor and manage employee break durations effectively within working hours. This module ensures transparency and accountability by tracking the start and end times of breaks such as lunch, tea, or short intervals throughout the day. It plays a crucial role in optimizing productivity, maintaining discipline, and ensuring fair break usage across the workforce without the need for manual supervision.

The module supports automatic and manual break tracking through integrations with biometric systems, web portals, or mobile apps. Employees can clock in and out for breaks, and the system logs duration against defined company policies. Managers can set break rules, maximum limits, and approved time windows, and receive alerts when there are deviations. Detailed reports and analytics provide insights into break patterns, overuse, or underutilization, helping to enforce time policies while promoting employee well-being.

Built to integrate seamlessly with attendance, payroll, and shift management systems offered by H.R. Software Solutions Pvt. Ltd., this module ensures accurate calculation of total working hours, deductions (if applicable), and compliance with labor regulations. It supports multi-location operations, secure access control, and custom settings for different departments or employee types. By adopting the Breaktime Management module, organizations can improve operational discipline, maintain fairness, and support a healthy work culture without micromanagement.

Overtime Rules

Overtime Rules is a smart and configurable software module developed by H.R. Software Solutions Pvt. Ltd. to help organizations accurately calculate, manage, and monitor employee overtime. Designed to ensure compliance with labor laws and internal company policies, this module automates the process of tracking extra working hours beyond regular shifts. It eliminates manual calculations, reduces errors, and ensures fair and transparent overtime compensation for all eligible employees.

The module allows HR managers and administrators to define custom overtime rules based on hourly rates, shift types, employee categories, holidays, weekends, and company-specific guidelines. Whether it's daily, weekly, or monthly overtime, the system calculates it automatically by integrating with the attendance and scheduling modules. It supports approval workflows, allowing supervisors to review and authorize overtime before it is processed. Real-time tracking and alerts help control unauthorized or excessive overtime, improving cost management and employee accountability.

Fully integrated with payroll, this module ensures that approved overtime is reflected accurately in salary processing, with audit logs and detailed reports for compliance and analysis. It supports multi-location operations, role-based access, and configurable settings to match different business models. By using the Overtime Rules module from H.R. Software Solutions Pvt. Ltd., organizations can improve transparency, boost employee satisfaction, and maintain control over labor costs—ensuring both fairness and operational efficiency.





Report and Analytics

Report and Analytics is a comprehensive and insightful software module developed by H.R. Software Solutions Pvt. Ltd. that empowers organizations to make informed, data-driven decisions. This module transforms raw organizational data into meaningful reports, charts, and dashboards—providing clear visibility into key performance metrics across HR, payroll, attendance, leave, employee productivity, and more. With real-time analytics and customizable reporting tools, businesses can track progress, identify trends, and respond quickly to operational challenges.

The module supports a wide range of report types, including summary reports, detailed logs, department-wise comparisons, and time-based analyses. Users can filter data by location, department, time period, or employee category, enabling deep insights with minimal effort. Visual dashboards display KPIs through graphs, pie charts, and heatmaps, allowing management to monitor performance at a glance. Reports can be exported in various formats like PDF, Excel, or CSV and scheduled for automatic email delivery to relevant stakeholders.

Seamlessly integrated with all core modules—such as attendance, payroll, leave, scheduling, and overtime—the Report and Analytics module ensures that data is accurate, up to date, and centralized. It supports secure, role-based access to maintain confidentiality while giving the right people access to the right information. By adopting this module, organizations can significantly improve strategic planning, enhance operational efficiency, and foster a culture of accountability and continuous improvement.

How it Works



Record Attendance

Record Attendance is the organized process of tracking and documenting the presence or absence of individuals in a specific event, class, meeting, or work session. This activity ensures accurate monitoring of participation by noting who attended, who was absent, and any exceptions such as late arrivals or early departures. Recording attendance is essential for maintaining accountability, managing resources, evaluating engagement, and supporting administrative decisions in educational institutions, workplaces, or event management. It can be done manually through registers and sheets or digitally via software systems, providing reliable data for reporting, compliance, and performance analysis.



Leaves & Permissions

Leaves & Permissions refer to the formal processes through which individuals request and obtain authorized time away from their regular duties or attendance obligations due to personal, medical, or official reasons. This system encompasses various types of leave such as annual, sick, maternity/paternity, casual, and unpaid leave, as well as short-term permissions for temporary absences during work hours. The process involves submitting requests that are reviewed and approved by designated authorities to ensure compliance with organizational policies, legal requirements, and operational needs. Proper management of leaves and permissions supports employee well-being, promotes fairness and transparency.



Analytics & User Report

Analytics & User Report refers to the systematic collection, processing, and presentation of data related to user behavior, engagement, and performance within a system or platform. This process involves analyzing metrics such as attendance patterns, activity levels, participation rates, and other relevant user interactions to generate insightful reports. These reports help organizations monitor trends, evaluate effectiveness, identify areas for improvement, and make data-driven decisions to enhance user experience and operational efficiency. By providing clear visualizations and summaries, analytics and user reports enable stakeholders to track progress, measure outcomes, and support strategic planning across educational, corporate, or digital environments.



Platform

A Platform is a foundational technology, system, or environment that enables the development, deployment, and operation of applications, services, or processes. It serves as a base upon which various software, tools, or users can interact, collaborate, and perform specific functions. Platforms can take many forms, including operating systems, cloud services, social media networks, e-commerce sites, or business ecosystems, providing the necessary infrastructure, standards, and interfaces to facilitate seamless integration and scalability. By offering shared resources and capabilities, platforms empower users and developers to innovate, share data, and deliver solutions efficiently within a cohesive framework.

Define & Track Employee With Our Biometric Time & Attendance System



Digitize Employee Records

Manage leaves, holidays, shifts, on-duty, overtime & more with a single Biometric software.



Automated Backup

Automated leave administration saves precious time and transaction costs.



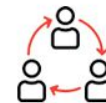
Company Policies

Simply key in the company leave policies and leave the accounting process to Time Dynamo.



Manual Configure

Simply key in the company leave policies and leave the accounting process to Time Dynamo - Biometric attendance system.



Workflow Configuration

Empower staff to record their times.



Approvals and Requests

Simple approval and archive process.

Features and Functionalities



Automated Timesheets

- 👉 Auto login/logout functionalities.
- 👉 Capability to identify activity away from the system.

Application Usages Trends

- 👉 Modify application categories into productive, no-impact and non-productive.

Customized Dashboards

- 👉 Detailed tracker for hours spent on or away from the system by employees.
- 👉 Consolidated summary view to display weekly data.

Our Indian Offices

Delhi Office (Head Office)

Building No. E-46/4, Okhla Estate Marg,
Pocket D, Okhla Phase II, Okhla Industrial
Area New Delhi, Delhi 110020

+91-931 190 3191
+91-11-47350210/11

info@hrsoftwaresolution.com

Mumbai Office

Address: 9th Floor, Unit# 93, Sakhar
Bhavan, Behind Trident Hotel, Nariman
Point Mumbai - 400021

Mobile: +91-931 190 3199
Phone: +91-22 22812220

Email Id: info@hrsoftwaresolution.com

Lucknow Office

Address: 2/564, 1st Floor, Vivek Khand,
Lucknow - 226010

Mobile: +91-933 507 5959

Email Id: info@hrsoftwaresolution.com

Our International Offices

Canada Office

Address: 327 Scott Blvd Milton Ontario
L9T6Z6 Canada

+1 (647) 973 9609

info@hrsoftwaresolution.com

Dubai Office

Office No 203A, Al Manal Tower, Trade
Centre First, Sheikh Zayed Road, Dubai,
United Arab Emirates

+971 4351 0009

info@hrsoftwaresolution.com

Riyadh Office

Office No 13, Opp. SAPTCO Head Office,
Dabbab Street, Riyadh, Saudi Arabia

+966 506 049 794

info@hrsoftwaresolution.com



Thanks