



# ArcTime

# A smart time tracking tool to make every minute productive



### Time & Attendance

Automated time & attendance tracking functionality to match the work life of a diverse workforce—desktop time clock for the in-office workforce and mobile time clocks for in-field workers. Set thresholds for breaks and configure rule-based exceptions for maximum flexibility and easy management.



#### **Automated Timesheet**

Figure out who's worked on what, which project they worked on, how long they worked on it, and billable and non-billable hours. The system automatically rounds off the clock-in/clock-out times to the nearest increment to ensure accurate invoicing and payroll data, and to discourage early clock-ins.



## **Time Off & Absence Tracking**

Configure various time off policies and use the dashboard to approve/deny time off requests with a single click. Set the rules for accrued time off based on your organization's unique policies and automate them. Complex leave situations are handled with ease!



### **Employee Scheduling**

Build schedules for employees or teams to match the business priorities. Have managers draw up daily, weekly, or monthly schedules and allocate employees on-the-go. You can even automate the scheduling by defining the schedule variables and employee preferences.





Sign up at www.archarina.io or write to info@archarina.io for a quick demo

