

# IDI Time Bank Solutions: Punch Link for Time & Labor Solutions



Clients who want to transfer employee login and logout times (punches) from their existing time capture system to an time and attendance system can use Time Bank™ integration software to facilitate data transfer and avoid manual entry in both systems. Time Bank allows you to leverage your existing time capture system investment and also realize the compliance, reporting and payroll integration benefits of a best of breed system. Time Bank has worked with a variety of time capture systems including point-of-sale (POS), call center, mobile data collection, and employee time entered on spreadsheets.

## Data/System Flow



- Capture employee in/out punch times, amounts/quantities and non-worked hours
- Retrieve time and amount information
- Transfer results to time system for rules enforcement
- Apply OT and other pay rules
- Allow client to make edits before transferring to payroll
- Run labor reports

Time Bank is an application designed to connect multiple employee systems. The product’s template-driven integration engine combines years of experience and application knowledge with industry-standard development tools and techniques. The application has the capability to accommodate direct database integration, XML, API and various ASCII based files. Time Bank has been implemented in local, network, and certain terminal server environments. Each Time Bank installation may include one or many “links” between employee data systems such as payroll, HR, accounting packages, or time and labor.

## Key Features

- Reads employee login/logout (punch) data from a variety of time capture systems and formats
- Eliminates duplicate manual entry in multiple systems
- Accommodates client-specific rules for filtering employee transactions, processing labor transfers, etc.
- Automates upload of employee time into the time system
- Free interface upgrades

## Processing Frequency:

- The Time Bank Punch link can be set up as an automated event to run on a scheduled basis (e.g. daily, weekly, etc.).
- The time Bank Punch Link can also be implemented as a user controlled data transfer where a client admin user can manage when they want the punch information transferred with a click of a button.

## Transferring Employee Time into the Time System

On a scheduled or user-defined basis, the Time Bank Punch Link uploads the client's time transactions from the previous day or week. In addition to quickly and reliably transferring the employee time, Time Bank can be configured to meet client-specific requirements as follows:

- Import employee data from file or database (depending on source system)
- Translate source system key fields to match the time system's values (e.g. Job values)
- Prevent duplicate punches from being passed to time system
- Filter employee transactions by including or excluding certain punch types (e.g. breaks, personal time)
- Process employee job transfers from time system to populate the employee's time card in the time and attendance system



"I would recommend IDI to anyone who needs import/export help. The punch times integration solution is very simple to use, and I've never had any issues with the functionality. It saves me both time and money - 5 to 10 hours' worth of work each week."

Elizabeth Mitchell,  
Human Resources Administrator

Contact IDI at **866-846-3226-option 1** or [sales@idesign.com](mailto:sales@idesign.com) to discuss our solutions.