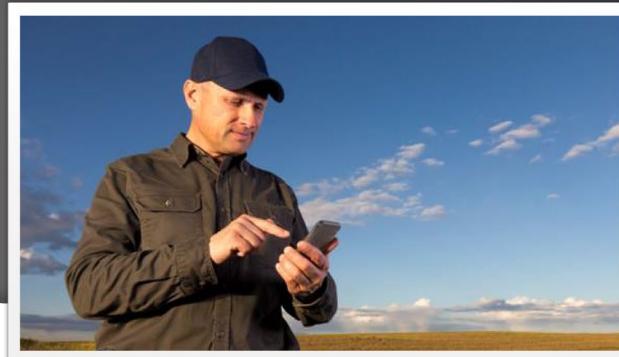


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## Mobile Workforce Management

### Meeting the demands of a mobile workforce

Using a mobile device, such as a Blackberry, Android or iPhone, the Mitrefinch Mobile Workforce Management functionality allows staff to easily clock in and out from any location.

The data collected is then transferred direct to the Time and Attendance System, where it can be reviewed, edited, and analysed by management in real-time.

Supervisors can view an employee's onsite or absence information, recent clocking, and can elect to receive notifications when they clock in or out.

Clockings created when there is no network access are stored on the device and synchronised with the server when it becomes available.



### Supervisor functionality

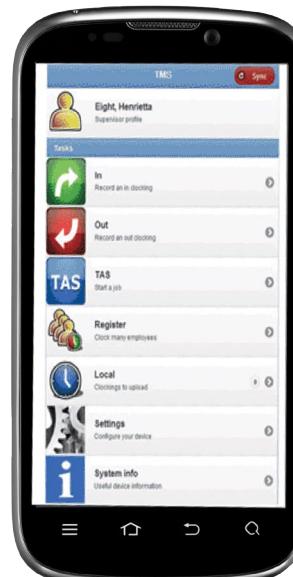
Managers and supervisors can log onto the system via their smart devices to carry out a number of functions.

These functions include; 'Clocking a Single Employee In or Out', 'Clocking a group of employees In or Out in a single transaction' and' Viewing The Live Employee Onsite List'

### Self service functionality

In addition to clocking in and out, employees can also use the web-based self service function to check hours worked, request leave, view remaining leave entitlements, ask for shift changes, and view schedules.

Requests made to supervisors are done online directly through the system, where they can approve or deny requests with just a few clicks, side-stepping the need for a face-to-face meeting.



## SMS Text Messaging enhances communication

Messaging enables employees to submit clocking information, as well as department or job information remotely via SMS text message or email.

The application also allows Supervisors to send out information and receive responses from employees.

Supervisors can schedule recurring message to be sent out at a specific time e.g. Group certificates are now available. Reports can also be attached to messages enabling management to send out a report on anomalies in a department to a specific supervisor, or a list of hours worked to employees.

## GPS tracking for added peace of mind

Before the advent of automatic time and attendance systems, organisations had a difficult time tracking the time and attendance of their mobile workforce, resulting in errors, costly overpayments, and hassles and headaches.

GPS tracking makes tracking the time and location of a mobile workforce easier than ever.

When an employee clocks in and out, with a GPS-enabled device, the System records the time as well as the location of the employee on a Google Map. GPS tracking can also be configured to show an employee's movement and idle time.

Managers and supervisors can access this information in real-time via the Time and Attendance database.

In addition to improving the accuracy of data, the GPS tracking tool also guarantees members of your mobile workforce are exactly where they are supposed to be.

## Facilitate teleworking

Mobile applications enable you to effectively manage employees who are working from home or out on remote sites. Mitrefinch Self-service functionality also allows these employees to view their entitlements, book leave and request shift changes from their web-enabled mobile device without having to converse with HR.

## Bring your own device

Mitrefinch Mobile Workforce applications provide a cost effective means to managing and tracking employee time and job data.

By implementing a BYOD scheme, management can keep operational costs at a minimum. While employees and supervisors are able to use the mobile phones and devices that they are familiar with.

The Mobile Workforce Applications require a Mitrefinch TMS Web Services License.

