

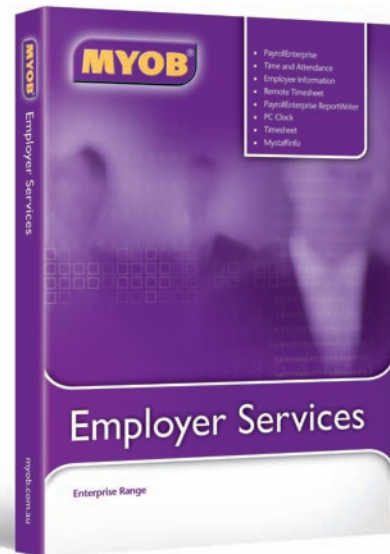


## Employer Services factsheet

# MYOB Timesheet

Manage your staff timesheets from one central location

Are your payroll staff at head office spending too much time keying in changes to the hours your employees work? MYOB Timesheet lets remote sites submit data electronically for automatic processing, saving hours of time and effort every week.



### Save time by processing pays from remote sites at a central location.

MYOB Timesheet allows companies with more than one site to process their pays from one central location, based on start and finish times sent electronically from individual branches. Information on remote sites can be easily created from head office, including employee and maintenance details.

### Reduce the workload of your payroll staff at head office

MYOB Timesheet spreads the responsibility for timesheet management evenly across the company, so there's less pressure at head office to process payroll to deadline.

The workload at Head Office is reduced because less time is spent keying in data and dealing with queries or disputes over the authenticity of data. More importantly, the time saved can be spent collating and approving the final results and producing reports for management.

### Capture timesheet information in your payroll

MYOB Timesheet integrates seamlessly with MYOB PayrollEnterprise and MYOB Time and Attendance. All your timesheet information is collated and imported automatically into MYOB PayrollEnterprise, to make the most of its powerful reporting system.

### Features at a glance:

- Remote data capture of 'clock on' and 'clock off' times without a timeclock
- Extremely easy to use with intuitive interface
- Automatically update all employee pay period changes for greater accuracy
- Create batches without opening a current pay
- Pre-process batches in advance
- Unlimited number of timesheets and remote sites
- Detailed reporting at site
- Seamless interface with other MYOB Employer Services applications

### Minimum System Requirements

#### Minimum

- P2 300Mhz
- 64MB RAM
- CD-ROM Drive
- 200MB Free Disk Space
- Windows 98

#### Recommended

- P4 1Ghz
- 128MB RAM
- CD-ROM Drive
- 500MB Free Disk Space
- Windows 2000 or later

### More Information

To find out more about MYOB PayrollEnterprise please call **1300 555 110**, email [esinfo.au@myob.com](mailto:esinfo.au@myob.com) to arrange a suitable call back time or visit [www.myob.com.au/enterprise](http://www.myob.com.au/enterprise).