



Feature Description Document

Understanding General & TIME Reports in IXM WEB



Purpose

This document outlines the process of configuring IXM general reports and TIME reports.

Applies to

TITAN	TFACE	TOUCH 2	SENSE 2	MERGE 2	MYCRO
All Devices	All Devices	All Devices	All Devices	All Devices	All Devices

Description

1. General Reports are available for all users from IXM WEB 2.0 version onwards.
2. General Reports include access to the following reports:
 - General Reports
 - Access Denied
 - Card Access Denied
 - Device List
 - Door Alarm
 - Door Usage
 - Employee Events
 - Employee List
 - Employee Profile
 - In / Out
 - Who's In
3. TIME Reports are licensed-based modules. With a valid IXM TIME module license key, users can access IXM TIME Reports.
4. The TIME Reports section includes the following 21 reports:
 - Absent
 - Attendance
 - Attendance Register



- Daily Attendance Statistics
- Employee Attendance Details
- Employee Attendance Profile
- Employee Timesheet
- Early Out
- F-Key
- Irregularity
- Late In
- Leave Balance
- Leave Transaction
- Monthly Attendance Summary
- Muster
- Overtime Daily Report
- Overtime Weekly Report
- Salary Data
- Shift Schedule Report
- Work Hours
- Yearly

Performance



Requesting License

1. TIME Reports come with the IXM TIME module license. IXM TIME includes the following license types:
 - a. **Volume:** 500 Employees, 1000 Employees
 - b. **Perpetual:** Number of Years (i.e. 1 Year & 3 Years)
 - c. **Permanent:** Unlimited number of years
2. From the Home screen, Expand the **Left Navigation Pane** >> Click the **LICENSE** tab >> Click **IXM TIME**.

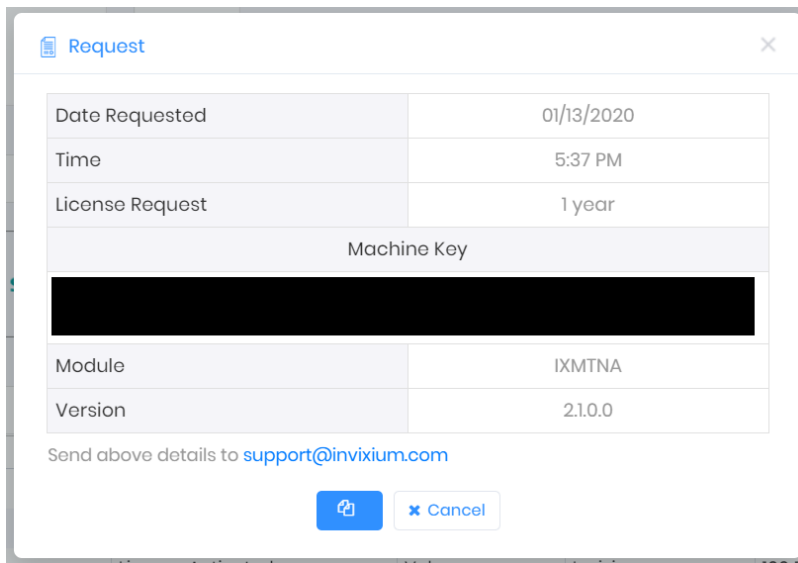
IXM Time Activation

VOLUME	PERPETUAL	PERMANENT
<input checked="" type="radio"/> 500 Employees <input type="radio"/> 1000 Employees	<input checked="" type="radio"/> 1 Year <input type="radio"/> 3 Years	<input checked="" type="radio"/> Unlimited
<input type="button" value="Request"/>	<input type="button" value="Request"/>	<input type="button" value="Request"/>

Activation Key

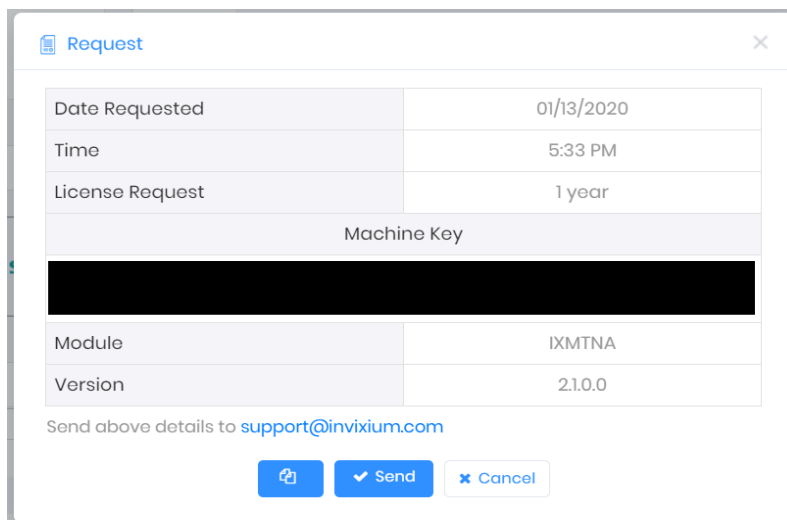
3. Select the type of IXM TIME license required and click **Request** to see details and contact Invixium support to request a license.

- 4. The details screen will vary if SMTP settings are configured in IXM WEB:
 - a. If SMTP settings are not configured, a “Copy to Clipboard” button will appear.



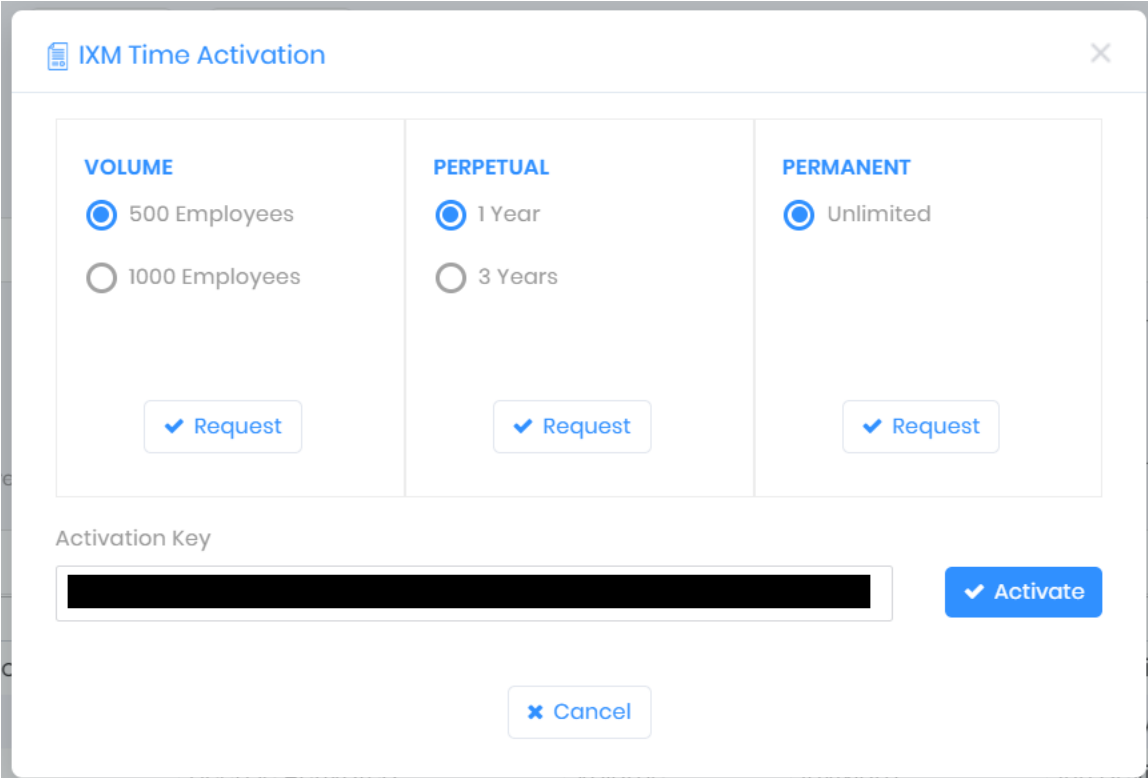
Click it to copy the request details shown on the clipboard. Paste the copied details in an email to support@invixium.com to start the licensing process.

- b. When SMTP settings are configured, a “Send” button will appear.

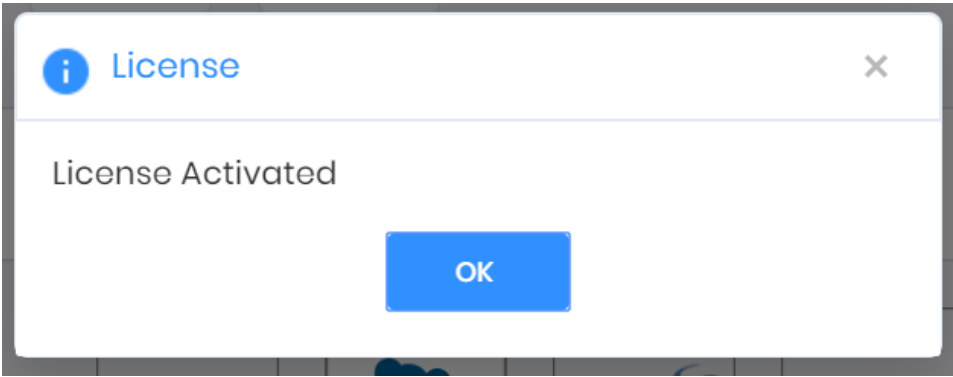


Click it to email the details displayed to Invixium support to start the licensing process.

5. Once you receive the license key from Invixium, go back to the same page where you requested the license and input the license key in the Key field as shown below.



6. Click **Activate** to apply for a license.





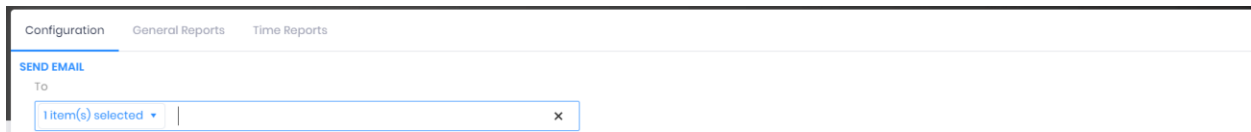
Configuring Settings for Reports

1. Expand the **Left Navigation Pane** >> Click the **REPORT** tab. It will by default show the Configuration view.

The screenshot shows the 'Configuration' view for reports, with tabs for 'Configuration', 'General Reports', and 'Time Reports'. The 'SEND EMAIL' section includes a 'To' field with the placeholder 'Enter email recipients'. The 'AUTO EMAIL' section has a 'Use Auto Email' checkbox, a 'Type' dropdown set to 'Daily', and a 'Time' field set to '17:42'. There are also 'Format' (PDF), 'Subject' (Enter Subject), and 'Message' (Enter Body) fields. The 'DISPLAY' section has 'Include Header' and 'Include Footer' checkboxes, each with 'Upload' and 'Preview' buttons. The 'DOOR CONFIGURATION' section features a '+ Create' button and a table with columns for Name, In Device, and Out Device. A table row shows 'SupportTest' with device IDs 'd2695c88a6' and 'd2695c88a6', and 'Edit' and 'Delete' buttons. At the bottom, there is a pagination control showing 'Page 1 of 1', '10 Doors Per Page', and '1 to 1 of 1 Doors', along with an 'Apply' button.



2. Enter a valid email address to have email reports sent as attachments.



3. IXM WEB allows users to set up an Auto Email schedule through the Report Configuration app.

4. Click **Enable Auto Email Schedule** to activate the auto email scheduler.

5. The list of settings for Auto Email Schedule is outlined below:

- **Type:** Select the schedule type for emails. Schedule types are as follows:
 - Daily
 - Weekly
 - Yearly
- **Time:** Select hours/minutes to choose the times when the auto scheduler will send emails under the “Send Email” section.
- **Format:** Users can select a specific report format for the emails that will be sent. Available formats are as follows:
 - PDF
 - Excel
 - Rich Text Format
 - CSV
- **Subject:** The user can specify the subject of the email.
- **Report:** The user can select the report(s) from this field, which will be sent to the email recipient as an attachment.
- **Message:** The user can provide the message in this field which will be included in the body part of the email.



AUTO EMAIL

Use Auto Email Type: Daily Time: 10:30

Format: PDF Subject: IXM WEB Reports

Report:

- Absent x
- Attendance x
- Attendance Register x
- Early Out x
- F-Key x
- Irregularity x
- Muster x
- Late In x
- Overtime x
- Shift Schedule Report x
- Yearly Performance x
- Work Hours x
- Access Denied x
- Device List x
- Door Alarm x
- Door Usage x
- In Out x

Message: Please find the IXM WEB Reports as an attachment to the email.

6. IXM WEB allows users to select customized header and footer images for the reports.

DISPLAY

Include Header Upload Preview

Include Footer Upload Preview

7. The Door Configuration section allows the user to select a device(s) as an **In Device**, **Out Device**, or both.

DOOR CONFIGURATION

+ Create

Name	In Device	Out Device
No items found		

Apply

8. Click **Create** to provide one row for the user to enter the Door Name and to select In Device or Out device.

9. If the user is using two separate devices as ENTRY and EXIT, then mention their names individually as an In Device or Out Device. If a single device is used for both operations, then provide a common name under the In Device and Out Device fields.

DOOR CONFIGURATION

+ Create

Name	In Device	Out Device
Main Door	TITAN OUT	TITAN OUT

Update Cancel

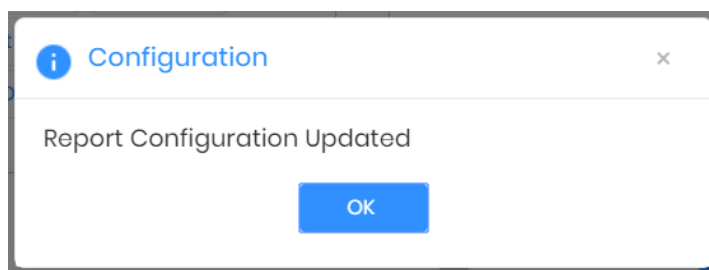
Apply



10. Click **Update** to save Door Configuration settings. Clicking **Cancel** will not save the settings and clear the current configuration.

A screenshot of a web application interface titled "DOOR CONFIGURATION". At the top left is a "+ Create" button. Below it is a table with columns: "Name", "In Device", and "Out Device". The table contains one row: "Main Door", "TITAN OUT", "TITAN OUT". To the right of this row are "Edit" and "Delete" buttons. Below the table is a pagination control showing "Page 1 of 1" and "Doors Per Page" set to "10". At the bottom right of the table area is a "1 to 1 of 1 Doors" indicator with a refresh icon. At the bottom center is a blue "Apply" button.

11. Click Apply once all the necessary changes are done.





Sample Reports

1. Absent Report

Employee ID	Name	Days	Dates
January 2020			
1000	Kim	27.0	1, 2, 3, 6, 7, 8, 9, 10, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31
1006	Baker	26.0	1, 2, 3, 6, 8, 9, 10, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31
1011	Dumler	12.0	7, 13, 14, 15, 16, 18, 19, 20, 25, 26, 30, 31
1014	Denmer	18.5	1, 2, 6, 7, 8, 9, 14, 15, 16, 17, 18, 19, 20, 21, 23, 24, 25, 26, 27, 28, 29, 30, 31
1022	John	15.0	1, 2, 13, 14, 15, 18, 19, 20, 21, 24, 25, 26, 27, 28, 29, 30, 31
1030	Wright	14.0	2, 3, 9, 13, 14, 15, 16, 17, 18, 19, 20, 21, 23, 24, 25, 26, 27, 28, 29, 30
1031	Hall	9.5	6, 10, 14, 15, 18, 19, 20, 21, 25, 26
1033	Animar	11.0	8, 9, 13, 14, 15, 18, 19, 20, 24, 25, 26, 27
1038	Ashley	9.5	1, 6, 14, 17, 18, 19, 20, 21, 25, 26, 30
1045	Rotan	6.0	14, 18, 19, 20, 25, 26
1046	King	15.5	1, 3, 7, 10, 14, 15, 18, 19, 20, 21, 23, 24, 25, 26, 28, 29, 30, 31
1050	Becham	11.0	6, 10, 14, 15, 18, 19, 20, 21, 23, 24, 25, 26, 27, 30
1051	Felix	11.0	1, 3, 14, 15, 18, 19, 20, 21, 23, 24, 25, 26, 28, 30, 31
1055	Jones	14.5	1, 3, 9, 10, 13, 14, 15, 17, 18, 19, 20, 21, 24, 25, 26, 28, 29, 31
1056	Respon	8.5	2, 3, 14, 18, 19, 20, 21, 25, 26
1058	Campbell	13.5	1, 2, 3, 6, 14, 15, 18, 19, 20, 25, 26, 27, 29, 30, 31
1059	Wilson	11.5	3, 7, 13, 14, 16, 18, 19, 20, 22, 23, 24, 25, 26
1060	Hill	11.5	1, 6, 13, 14, 18, 19, 20, 21, 25, 26, 28, 30
1062	Williams	13.0	1, 2, 3, 6, 7, 10, 14, 17, 18, 19, 20, 25, 26, 29, 30
1063	Fetwan	17.5	1, 2, 3, 8, 10, 13, 14, 16, 18, 19, 20, 24, 25, 26, 27, 28, 29, 30, 31
1064	Johnson	9.0	13, 14, 18, 19, 20, 21, 22, 25, 26, 31
1065	Young	9.5	13, 14, 15, 18, 19, 20, 21, 22, 24, 25, 26
1066	Green	23.0	1, 2, 3, 6, 7, 8, 9, 10, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27
1067	Rolan	10.0	1, 2, 13, 14, 15, 16, 18, 19, 20, 25, 26, 30
1068	Brown	24.5	1, 2, 3, 6, 7, 8, 9, 10, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31
1071	Allen	10.5	1, 14, 15, 16, 18, 19, 20, 21, 23, 25, 26, 28
1072	Jackson	10.0	3, 7, 14, 15, 18, 19, 20, 21, 23, 25, 26, 28
1074	Harris	9.0	7, 10, 14, 18, 19, 20, 25, 26, 27
11004	Robinson	27.0	1, 2, 3, 6, 7, 8, 9, 10, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31
11006	Daniel	27.0	1, 2, 3, 6, 7, 8, 9, 10, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31



2. Access Denied Report

From: 03/19/2020 To: 03/31/2020

Sr No	Emp ID	Name	Time	Status	Reason
India Office					3/19/2020
1	1060	Hill B	11:29:12	IN	Unscheduled Employee
2	1060	Hill B	11:29:08	IN	Unscheduled Employee
3	1060	Hill B	11:29:05	IN	Unscheduled Employee
4	1060	Hill B	11:28:19	IN	Invalid PIN
5	1060	Hill B	11:27:54	IN	Invalid PIN
6	1060	Hill B	11:27:27	IN	Invalid PIN
7	1060	Hill B	11:27:22	IN	Invalid PIN
8	1060	Hill B	11:27:16	IN	Invalid PIN



3. Device List Report

Sr No	Name	Status	Product Type	IP Address	Serial Number	Firmware Ver	MAC Address	TLog	Employees	Charged (%)
1	IXM TOUCH 4	Offline	TOUCH FP4	192.168.1.250	c90b18eceb	01.009.008.000	68:c9:0b:18:eceb	500000	0	N/A
2	TS - Touch 2 FP2	Online	TOUCH 2 FP2	192.168.1.123	6b7d5271d1	01.009.008.000	2c:6b:7d:52:71d1	500000	80	N/A
3	TS- MERGE FP2 - 178	Offline	MERGE FP22	192.168.1.178	8cb1081683	01.009.008.000	50:8c:b1:08:16:83	25000	0	N/A
4	TS-Titan-WEBCloud	Offline	TITAN FPLV2	192.168.1.235	b3d587d025	02.004.006.000	b0:52:16:40:c7:d5	1000000	0	N/A

Page 1 of 1

Thursday, March 19, 2020 11:39 AM



4. Door Alarm Report

From: 03/01/2020		To: 03/31/2020		Door Alarm Report	
Date	Time	Door	Device	Notification	
2020-03-06	00:44:20	India Office	TS - Touch 2 FP2	Fire Alarm de-activated	
2020-03-17	07:14:00	India Office	TS - Touch 2 FP2	Fire Alarm de-activated	
2020-03-03	13:41:20	India Office	TS - Touch 2 FP2	Fire Alarm de-activated	



5. Door Usage Report

Sr No	Date	In Door	In Time	Out Door	Out Time	Duration
1060: Hill B						
1	3/19/2020	India Office	11:26:12	India Office	11:26:18	00:00:06
2	3/19/2020	India Office	11:11:09	India Office	11:17:26	00:06:17
3	3/19/2020	India Office	11:06:06	India Office	11:06:10	00:00:04
4	3/19/2020	India Office	11:05:40	India Office	11:05:44	00:00:04
5	3/19/2020	India Office	11:02:45	India Office	11:04:18	00:01:33
6	3/19/2020	India Office	10:59:56	India Office	11:02:38	00:02:42
7	3/19/2020	India Office	10:58:15	India Office	10:59:52	00:01:37
8	3/19/2020	India Office	10:56:43	India Office	10:58:12	00:01:29
9	3/19/2020	India Office	10:54:08	India Office	10:55:19	00:01:11
Total						0:15:03
1064: Hardik Vadavia						
1	3/17/2020	India Office	17:37:56	India Office	17:41:46	00:03:50
Total						0:03:50
1022: John A						
1	3/17/2020	India Office	16:17:57	India Office	16:18:08	00:00:11
Total						0:00:11
1059: Wilson D						
1	3/17/2020	India Office	12:41:54			
Total						0:00:00
1048: James D						
1	3/16/2020	India Office	18:56:54			
2	3/4/2020	India Office	18:36:15			
3	3/4/2020	India Office	15:24:34	India Office	15:24:37	00:00:03
4	3/4/2020	India Office	15:24:20	India Office	15:24:23	00:00:03
Total						0:00:06



6. Employee Events Report

From: 03/01/2020	To: 03/19/2020	Employee Events Report			
Sr. No.	Date	Time	IN / OUT	Device	F-Key text
1: mihir desai					
1	3/2/2020	12:13:23	IN	b3d587d06b	Check-IN
2	3/2/2020	12:14:06	IN	b3d587d06b	Check-IN
3	3/2/2020	12:16:24	IN	b3d587d06b	Check-IN
2: mihir patel					
1	3/2/2020	12:15:51	IN	b3d587d06b	Check-IN



7. Employee List Report

Employee List Report

Baker A
 Employee ID : 1006

Personal Details		
Email : acs@aev.com	City : Astenio	Birth Date : January 01, 1900
Address - 1 : Plot No - 1689	Address - 2 : Sector - 2- D	Gender : Male
Country : UK	ZIP code : 34252	State : Amsterdam
Office Phone :	Mobile : 234146262 (M)	Status : Active

Biometric	Organization Hierarchy	Access Control
Fingerprint (10) : LI, LL, LM, LR, LT, RI, RL, RM, RR, RT	Department : Embedded	Prox ID :
Finger Vein (0) :	Branch : Toronto	SmartCard ID :
Face : Enrolled	Position : Team Lead	Start Date :
	Work Location : Canada	End Date :

Last Updated March 19, 2020 12:30:41 PM

Dumler Savont
 Employee ID : 1011


Personal Details		
Email : abc@xyz.com	City : Hamton	Birth Date : January 01, 1900
Address - 1 : Yokers Park	Address - 2 : Rolend	Gender : Male
Country : US	ZIP code : 234568	State : NJ
Office Phone :	Mobile : 123456789 (M)	Status : Active

Biometric	Organization Hierarchy	Access Control
Fingerprint (10) : LI, LL, LM, LR, LT, RI, RL, RM, RR, RT	Department : Admin	Prox ID :
Finger Vein (0) :	Branch : Toronto	SmartCard ID :
Face : Enrolled	Position :	Start Date :
	Work Location : Canada	End Date :

Last Updated March 19, 2020 12:29:16 PM




8. Employee Profile Report



Kim
Employee ID : 1000

Personal Details		
Email :	City :	Birth Date : January 01, 1900
Address - 1 :	Address - 2 :	Gender : Female
Country :	ZIP code :	State :
Office Phone :	Mobile :	Status : Active
Biometric		
Fingerprint (2) : RI, RM	Organization Hierarchy	
Finger Vein (0) :	Department :	Access Control
Face : Enrolled	Branch :	Prox ID :
	Position :	SmartCard ID :
	Work Location : India	Start Date :
		End Date :
		Last Updated : Wednesday, March 18, 2020 10:24 AM



Baker A
Employee ID : 1006

Personal Details		
Email : acs@aev.com	City : Astenio	Birth Date : January 01, 1900
Address - 1 : Plot No - 1689	Address - 2 : Sector - 2- D	Gender : Male
Country : UK	ZIP code : 34252	State : Amsterdam
Office Phone :	Mobile : 234146262 (M)	Status : Active
Biometric		
Fingerprint (10) : LI, LL, LM, LR, LT, RI, RL, RM, RR, RT	Organization Hierarchy	
Finger Vein (0) :	Department : Embedded	Access Control
Face : Enrolled	Branch : Toronto	Prox ID :
	Position : Team Lead	SmartCard ID :
	Work Location : Canada	Start Date :
		End Date :
		Last Updated : Thursday, March 19, 2020 12:30 PM

INVIXIUM

XAD-FDD-582-02G

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9. Who's In Report

Monday, January 13, 2020 7:58 AM

Who's In

Sr No	Employee Name	Door	Date	Time
1	11015 Yuan Chen	Galina	1/13/2020	07:49:50
2	11006 Sorin Toda	Galina	1/13/2020	07:07:57



10. In Out Report

From: 03/01/2020		To: 03/31/2020		In Out Report			
Sr No	IN			OUT			Duration
	Door	Device	Time	Door	Device	Time	
1022: John A							3/17/2020
1	India Office	TS - Touch 2 FP2	16:17:57	India Office	TS - Touch 2 FP2	16:18:08	00:00:11
1059: Wilson D							3/17/2020
1	India Office	TS - Touch 2 FP2	12:41:54				
1064: Hardik Vadavia							3/17/2020
1	India Office	TS - Touch 2 FP2	17:37:56	India Office	TS - Touch 2 FP2	17:41:46	00:03:50
1048: James D							3/16/2020
1	India Office	TS - Touch 2 FP2	18:56:54				
1048: James D							3/4/2020
1	India Office	TS - Touch 2 FP2	18:36:15				
2	India Office	TS - Touch 2 FP2	15:24:34	India Office	TS - Touch 2 FP2	15:24:37	00:00:03
3	India Office	TS - Touch 2 FP2	15:24:20	India Office	TS - Touch 2 FP2	15:24:23	00:00:03
1060: Hill B							3/19/2020
1	India Office	TS - Touch 2 FP2	11:26:12	India Office	TS - Touch 2 FP2	11:26:18	00:00:06
2	India Office	TS - Touch 2 FP2	11:11:09	India Office	TS - Touch 2 FP2	11:17:26	00:06:17
3	India Office	TS - Touch 2 FP2	10:59:56	India Office	TS - Touch 2 FP2	11:02:38	00:02:42
4	India Office	TS - Touch 2 FP2	11:02:45	India Office	TS - Touch 2 FP2	11:04:18	00:01:33
5	India Office	TS - Touch 2 FP2	11:06:06	India Office	TS - Touch 2 FP2	11:06:10	00:00:04
6	India Office	TS - Touch 2 FP2	11:05:40	India Office	TS - Touch 2 FP2	11:05:44	00:00:04
7	India Office	TS - Touch 2 FP2	10:58:15	India Office	TS - Touch 2 FP2	10:59:52	00:01:37
8	India Office	TS - Touch 2 FP2	10:56:43	India Office	TS - Touch 2 FP2	10:58:12	00:01:29
9	India Office	TS - Touch 2 FP2	10:54:08	India Office	TS - Touch 2 FP2	10:55:19	00:01:11



11. Attendance Report

From: 01/01/2020		To: 01/31/2020		Attendance Report							
Sr No	Emp ID	Name	Shift	In Time	Out Time	Late In	Early Out	Overtime	Total Hours	Remarks	
1/1/2020											
1	1000	Kim	IN								
2	1006	Baker A	IN								
3	1011	Dumler	IN	10:59	20:30	01:29		00:31	08:31		
4	1014	Denmer	IN	11:13	19:11	01:43			06:58		
5	1022	John A	IN	10:59	19:42	01:29			07:43		
6	1030	Wright A	IN	09:48	19:03				08:15		
7	1031	Hall C	IN	09:33	18:56			00:23	08:23		
8	1033	Animar	IN	09:52	20:30	00:22		01:38	09:38		
9	1038	Ashley	IN	12:57	19:14	03:27			05:17		
10	1045	Rotan	IN	09:47	19:04				08:17		
11	1046	King D	IN	10:35	18:50	01:05			07:15		
12	1050	Becham	IN	10:35	20:31	01:05		00:56	08:56		
13	1051	Felix	IN	11:14	18:50	01:44			06:36		
14	1055	Jones C	IN								
15	1056	Respon	IN	09:38	19:38				09:00		
16	1058	Campbell C	IN	10:52	19:18	01:22			07:26		
17	1059	Wilson D	IN	09:56	18:58	00:26			08:02		
18	1060	Hill B	IN								



12. Attendance Register Report

From: 01/01/2020		To: 01/31/2020		Attendance Register Report																													
1050 : Becham																										January 2020							
Position	Embedded Engineer	Department										Embedded														Branch				Ahmedabad			
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Total	
IN	10:35	10:50	08:15			11:18	09:59	10:44	10:09	10:53			09:42			10:06	10:20			10:19	10:36	10:11	11:23	10:03				10:19	09:58	10:34	10:17		
OUT	20:31	20:17	19:28			19:39	19:15	20:38	19:18	19:40			18:48							19:27	19:33	19:48	19:45	18:00				20:12	19:13	19:32	19:42		
LI	01:05	01:20				01:48	00:29	01:14	00:39	01:23						00:36	00:50			00:49	01:06	00:41	01:53	00:33				00:49	00:28	01:04	00:47	17:34	
EO																																	00:30
TWH	08:5	08:27	10:13			07:21	08:16	08:5	08:09	07:47			08:0			08:59	10:02				07:57	08:37	07:22	06:57				08:53	08:15	07:58	08:25	159:34	
OT	00:56	00:27	02:13			00:16	00:54																										04:46
1051 : Felix																										January 2020							
Position	Team Lead	Department										QA														Branch				Ahmedabad			
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Total	
IN	11:14	10:04	10:21			09:49	10:25	10:21	10:10	11:29			09:45		09:39	10:09	09:49	11:25		10:22	10:25	10:10	10:06				09:20	10:19	10:40	10:35	10:38		
OUT	18:50	19:35	19:00			19:05	19:29	20:32	21:03	21:51			18:48		15:45	20:05	19:40	16:25		17:38	19:27	20:11	18:51	19:30			19:04		19:52	19:12	17:59		
LI	01:44	00:34	00:51				00:55	00:51	00:40	01:59						00:39		01:55		00:52	00:55	00:40	00:36					00:49	01:10	01:05	01:08	17:23	
EO																02:45		02:05		00:52												00:31	06:13
TWH	06:36	08:31	07:39			08:16	08:0	09:11	09:53	09:22			08:03		05:06	08:5	08:51	04:00		08:16		09:01	07:45				08:4		08:12	07:37	06:21	158:24	
OT																																	00:00
1055 : Jones C																										January 2020							
Position	QA Engineer	Department										QA														Branch				Ahmedabad			
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Total	
IN		09:48	10:08			09:44	10:01	10:05		10:11						10:11	09:49			09:38	09:52	10:10	10:10	10:03			09:40	10:22	10:13	09:52	09:47		
OUT		19:30	18:26			18:59	19:20	19:34	19:16	18:24						19:20	18:36			19:02	19:28	19:24	19:15	18:00			18:55	19:17	18:56	19:30	18:37		
LI			00:38				00:31	00:35		00:41						00:41					00:22	00:40	00:40	00:33				00:52	00:43	00:22		07:18	
EO																																00:30	
TWH		08:42	07:18			08:15	08:19	08:29		07:13						08:09	07:47					08:14	08:05	06:57			08:15	07:55	07:43	08:38	07:50	127:49	
OT																																	00:00

Legends:OT-Overtime, WO-Weekend Off, LI-Late In, EO-Early Out, TWH-Total Worked Hrs



13. Daily Attendance Statistics Report

Emp ID	Name	Shift	In Time	Out Time	First Half	Second Half	Late IN	Early OUT	Overtime	Break	Out Time	Total Work Hrs
01/02/2020												Thursday
1011	Dumler	IN	10:27	20:19	PR	PR	00:57		00:52	60	0	08:52
1014	Denmer	IN	11:20	20:17	AB	PR	01:50			60	0	07:57
1022	John A	IN	11:55	19:43	AB	PR	02:25			60	0	06:48
1030	Wright A	IN	09:46	18:40	PR	AB				60	0	07:54
1031	Hall C	IN	09:27	19:34	PR	PR		01:07		60	0	09:07
1033	Animar	IN	10:07	19:10	PR	PR	00:37			60	0	08:03
1038	Ashley	IN	10:05	20:32	PR	PR	00:35	01:27		60	0	09:27
1045	Rotan	IN	09:48	19:32	PR	PR				60	0	08:44
1046	King D	IN	10:04	19:35	PR	PR	00:34			60	0	08:31
1050	Becham	IN	10:50	20:17	PR	PR	01:20	00:27		60	0	08:27
1051	Felix	IN	10:04	19:35	PR	PR	00:34			60	0	08:31
1055	Jones C	IN	09:48	19:30	PR	PR				60	0	08:42
1056	Respon	IN	09:41	17:23	PR	AB		01:07		60	0	06:42
1058	Campbell C	IN	10:52		AB	AB	01:22					
1059	Wilson D	IN	09:46	19:14	PR	PR				60	0	08:28
1060	Hill B	IN	09:26	18:56	PR	PR				60	0	08:30
1062	Williams C	IN			AB	AB						
1063	Fetwan	IN		20:06	AB	AB						
1064	Johnson B	IN	09:54	19:30	PR	PR	00:24			60	0	08:36
1065	Young B	IN	09:48	19:30	PR	PR				60	0	08:42
1066	Green B	IN			AB	AB						
1067	Rolan	IN	11:07	20:05	AB	PR	01:37			60	0	07:58
1068	Brown B	IN			AB	AB						
1071	Allen B	IN	10:05	19:35	PR	PR	00:35			60	0	08:30



14. Employee Attendance Details Report

From: 01/02/2020		To: 01/31/2020		Employee Attendance Details Report								
Date	Day	Shift Code	Shift Start	Shift End	In Time	Out Time	Late In	Early Out	Overtime	First Half	Second Half	Total Worked Hrs
1011 : Dumler												
01/02/2020	Thu	IN	09:30	18:30	10:27	20:19	00:57		00:52	PR	PR	08:52
01/03/2020	Fri	IN	09:30	18:30	10:28	19:54	00:58		00:26	PR	PR	08:26
01/04/2020	Sat	IN	09:30	18:30						WO	WO	
01/05/2020	Sun	IN	09:30	18:30						WO	WO	
01/06/2020	Mon	IN	09:30	18:30	10:00	19:46	00:30		00:46	PR	PR	08:46
01/07/2020	Tue	IN	09:30	18:30	09:34					AB	AB	
01/08/2020	Wed	IN	09:30	18:30	10:05	20:40	00:35		01:35	PR	PR	09:35
01/09/2020	Thu	IN	09:30	18:30	10:00	19:54	00:30			PR	PR	08:54
01/10/2020	Fri	IN	09:30	18:30	10:05	21:59	00:35			PR	PR	10:54
01/11/2020	Sat	IN	09:30	18:30						WO	WO	
01/12/2020	Sun	IN	09:30	18:30						WO	WO	
01/13/2020	Mon	IN	09:30	18:30						AB	AB	
01/14/2020	Tue	IN	09:30	18:30						PH	PH	
01/15/2020	Wed	IN	09:30	18:30						AB	AB	
01/16/2020	Thu	IN	09:30	18:30		20:30				AB	AB	
01/17/2020	Fri	IN	09:30	18:30	10:08	20:40	00:38			PR	PR	09:32
01/18/2020	Sat	IN	09:30	18:30	11:29	16:18	01:59	02:12		AB	AB	03:49
01/19/2020	Sun	IN	09:30	18:30						WO	WO	
01/20/2020	Mon	IN	09:30	18:30	10:07	19:27	00:37			AB	AB	
01/21/2020	Tue	IN	09:30	18:30	09:43	20:15				PR	PR	09:32
01/22/2020	Wed	IN	09:30	18:30	09:43	20:21				PR	PR	09:38
01/23/2020	Thu	IN	09:30	18:30	09:54	19:53	00:24			PR	PR	08:59
01/24/2020	Fri	IN	09:30	18:30	10:01	21:13	00:31			PR	PR	10:12
01/25/2020	Sat	IN	09:30	18:30						WO	WO	



15. Employee Attendance Profile Report

Employee Attendance Profile Report														
Employee ID	Name	Schedules	Start Shift	Holiday Group	Leave Group	Joining Date	Confirmation Date	Attendance	Late IN	Early Out	Overtime	Shift Based Access	Status	Last Updated
1000	Kim	IN	India Shift	2020_India Holiday				Default Policy	Default Policy	Default Policy	Default Policy	NO	1	3/18/2020 10:24:49 AM
1006	Baker A	IN	India Shift			6/19/2019		Default Policy	Default Policy	Default Policy	Default Policy	NO	1	3/17/2020 4:51:11 PM
1011	Dumler	IN	India Shift	2020_India Holiday		6/19/2019		Default Policy	Default Policy	Default Policy	Default Policy	NO	1	3/17/2020 4:51:09 PM
1014	Denmer	IN	India Shift	2020_India Holiday		6/19/2019		Default Policy	Default Policy	Default Policy	Default Policy	NO	1	3/17/2020 4:51:08 PM
1022	John A	IN	India Shift	2020_India Holiday		6/19/2019		Default Policy	Default Policy	Default Policy	Default Policy	NO	1	3/17/2020 4:51:04 PM
1030	Wright A	IN	India Shift	2020_India Holiday		6/19/2019		Default Policy	Default Policy	Default Policy	Default Policy	NO	1	3/17/2020 4:51:08 PM
1031	Hall C	IN	India Shift	2020_India Holiday				Default Policy	Default Policy	Default Policy	Default Policy	NO	1	3/17/2020 4:51:13 PM
1033	Animar	IN	India Shift	2020_India Holiday		6/19/2019		Default Policy	Default Policy	Default Policy	Default Policy	NO	1	3/17/2020 4:51:08 PM
1038	Ashley	IN	India Shift	2020_India Holiday		6/19/2019		Default Policy	Default Policy	Default Policy	Default Policy	NO	1	3/17/2020 4:51:08 PM
1045	Rotan	IN	India Shift	2020_India Holiday		6/19/2019		Default Policy	Default Policy	Default Policy	Default Policy	NO	1	3/17/2020 4:51:09 PM
1046	Kling D	IN	India Shift	2020_India Holiday		6/19/2019		Default Policy	Default Policy	Default Policy	Default Policy	NO	1	3/17/2020 4:51:14 PM
1050	Bocham	IN	India Shift	2020_India Holiday		6/19/2019		Default Policy	Default Policy	Default Policy	Default Policy	NO	1	3/17/2020 4:51:08 PM
1051	Felix	IN	India Shift	2020_India Holiday		6/19/2019		Default Policy	Default Policy	Default Policy	Default Policy	NO	1	3/17/2020 4:51:09 PM
1055	Jones C	IN	India Shift	2020_India Holiday		6/19/2019		Default Policy	Default Policy	Default Policy	Default Policy	NO	1	3/17/2020 4:51:14 PM
1056	Respan	IN	India Shift	2020_India Holiday		9/1/2018	9/1/2019	Default Policy	Default Policy	Default Policy	Default Policy	NO	1	3/17/2020 5:14:27 PM
1058	Campbell C	IN	India Shift	2020_India Holiday		6/19/2019		Default Policy	Default Policy	Default Policy	Default Policy	NO	1	3/17/2020 4:51:11 PM
1059	Wilson D	IN	India Shift	2020_India Holiday		6/19/2019		Default Policy	Default Policy	Default Policy	Default Policy	NO	1	3/17/2020 4:51:17 PM
1060	Hill B	IN	India Shift	2020_India Holiday		6/19/2019		Default Policy	Default Policy	Default Policy	Default Policy	NO	1	3/18/2020 11:48:32 AM
1062	Williams C	IN	India Shift	2020_India Holiday		6/19/2019		Default Policy	Default Policy	Default Policy	Default Policy	NO	1	3/17/2020 4:51:07 PM
1063	Fetwan	IN	India Shift	2020_India Holiday		6/19/2019		Default Policy	Default Policy	Default Policy	Default Policy	NO	1	3/17/2020 4:51:09 PM
1064	Johnson B	IN	India Shift	2020_India Holiday		6/19/2019		Default Policy	Default Policy	Default Policy	Default Policy	NO	1	3/17/2020 4:51:14 PM
1065	Young B	IN	India Shift	2020_India Holiday		6/19/2019		Default Policy	Default Policy	Default Policy	Default Policy	NO	1	3/17/2020 4:51:08 PM
1066	Green B	IN	India Shift	2020_India Holiday		9/30/2019		Default Policy	Default Policy	Default Policy	Default Policy	NO	1	3/17/2020 4:51:13 PM
1067	Rolan	IN	India Shift	2020_India Holiday		10/1/2019		Default Policy	Default Policy	Default Policy	Default Policy	NO	1	3/17/2020 4:51:09 PM
1068	Brown B	IN	India Shift	2020_India Holiday				Default Policy	Default Policy	Default Policy	Default Policy	NO	1	3/17/2020 4:51:11 PM
1071	Allen B	IN	India Shift	2020_India Holiday				Default Policy	Default Policy	Default Policy	Default Policy	NO	1	3/17/2020 4:51:00 PM
1072	Jackson C	IN	India Shift	2020_India Holiday				Default Policy	Default Policy	Default Policy	Default Policy	NO	1	3/17/2020 4:51:13 PM
1074	Harris D	IN	India Shift	2020_India Holiday				Default Policy	Default Policy	Default Policy	Default Policy	NO	1	3/17/2020 4:51:13 PM
11004	Robinson D	CN	Canda Shift					Default Policy	Default Policy	Default Policy	Default Policy	NO	1	3/17/2020 4:51:06 PM
11006	Daniel D	CN	Canda Shift					Default Policy	Default Policy	Default Policy	Default Policy	NO	1	3/17/2020 4:51:12 PM
11007	Martinez C	CN	Canda Shift	2020_India Holiday		9/27/2019		Default Policy	Default Policy	Default Policy	Default Policy	NO	1	3/17/2020 4:51:05 PM
11008	Thomas B	CN	Canda Shift					Default Policy	Default Policy	Default Policy	Default Policy	NO	1	3/17/2020 4:51:17 PM



16. Employee Timesheet Report

Employee TimeSheet						
Name	Dumler		Employee ID		1011	
Department	Admin		Dates		From: 01/02/2020 to: 01/31/2020	
Date	In Time	Out Time	Late In	Early Out	Overtime	Total Work Hrs
01/02/2020	10:27	20:19	00:57		00:52	08:52
01/03/2020	10:28	19:54	00:58		00:26	08:26
01/04/2020	Week Off					
01/05/2020	Week Off					
01/06/2020	10:00	19:46	00:30		00:46	08:46
01/07/2020	Absent					
01/08/2020	10:05	20:40	00:35		01:35	09:35
01/09/2020	10:00	19:54	00:30			08:54
01/10/2020	10:05	21:59	00:35			10:54
01/11/2020	Week Off					
01/12/2020	Week Off					
01/13/2020	Absent					
01/14/2020	Holiday					
01/15/2020	Absent					
01/16/2020	Absent					
01/17/2020	10:08	20:40	00:38			09:32
01/18/2020	Week Off					
01/19/2020	Week Off					
01/20/2020	10:07	19:27	00:37			
01/21/2020	09:43	20:15				09:32
01/22/2020	09:43	20:21				09:38
01/23/2020	09:54	19:53	00:24			08:59
01/24/2020	10:01	21:13	00:31			10:12
01/25/2020	Week Off					
01/26/2020	Week Off					
01/27/2020	10:21	21:13	00:51			09:52
01/28/2020	09:41	22:22				11:41
01/29/2020	10:35	22:21	01:05			10:46
01/30/2020	Absent					
01/31/2020	Absent					



17. Early Out Report

From: 01/02/2020		To: 01/31/2020		Early Out Report			
Sr No	Employee ID	Name	Date	In Time	Out Time	Exception	
1	1000	Kim	1/31/2020			-	
2	1006	Baker A	1/31/2020	10:15		-	
3	1011	Dumler	1/31/2020			-	
4	1014	Denmer	1/31/2020	10:53		-	
5	1022	John A	1/31/2020			-	
6	1030	Wright A	1/31/2020	09:48	19:16	-	
7	1031	Hall C	1/31/2020	09:11	18:59	-	
8	1033	Animar	1/31/2020	09:40	19:42	-	
9	1038	Ashley	1/31/2020	09:45	19:43	-	
10	1045	Rotan	1/31/2020	09:51	19:52	-	
11	1046	King D	1/31/2020			-	
12	1050	Becham	1/31/2020	10:17	19:42	-	
13	1051	Felix	1/31/2020	10:38	17:59	00:31	
14	1055	Jones C	1/31/2020	09:47	18:37	-	
15	1056	Respon	1/31/2020	09:51	19:34	-	
16	1058	Campbell C	1/31/2020		10:54	07:36	
17	1059	Wilson D	1/31/2020	09:52	18:59	-	
18	1060	Hill B	1/31/2020	10:08	19:23	-	
19	1062	Williams C	1/31/2020	10:32	19:45	-	
20	1063	Fetwan	1/31/2020	11:13	19:21	-	
21	1064	Johnson B	1/31/2020	09:52	18:42	-	
22	1065	Young B	1/31/2020	09:43	19:52	-	
23	1066	Green B	1/31/2020	09:37	19:23	-	
24	1067	Rolan	1/31/2020	09:35	20:21	-	
25	1068	Brown B	1/31/2020	09:52	18:43	-	
26	1071	Allen B	1/31/2020	09:56	20:21	-	
27	1072	Jackson C	1/31/2020	09:43	18:43	-	
28	1074	Harris D	1/31/2020	09:34	20:35	-	
29	11004	Robinson D	1/31/2020			-	
30	11007	Martinez C	1/31/2020			-	
31	11008	Thomas B	1/31/2020			-	



18. Irregularity Report

Sr No	Employee ID	Employee	Absent	Late In	Early Out
1	1000	Kim	59.0	0	0
2	1006	Baker A	52.0	30	1
3	1011	Dumler	24.5	29	2
4	1014	Denmer	42.0	39	1
5	1022	John A	23.5	37	2
6	1030	Wright A	32.0	20	2
7	1031	Hall C	21.5	3	2
8	1033	Animar	25.5	7	4
9	1038	Ashley	25.5	26	0
10	1045	Rotan	13.0	28	1
11	1046	King D	26.0	25	3
12	1050	Becham	23.0	39	1
13	1051	Felix	21.0	32	8
14	1055	Jones C	24.5	29	1
15	1056	Respon	17.5	18	2
16	1058	Campbell C	29.0	42	1
17	1059	Wilson D	23.5	24	4
18	1060	Hill B	24.5	28	1
19	1062	Williams C	20.5	40	0
20	1063	Fetwan	34.0	34	2
21	1064	Johnson B	18.5	25	2
22	1065	Young B	18.5	23	1
23	1066	Green B	34.5	11	2
24	1067	Rolan	20.5	39	1
25	1068	Brown B	44.0	19	5
26	1071	Allen B	21.5	40	0
27	1072	Jackson C	19.0	2	0
28	1074	Harris D	37.0	0	1
29	11004	Robinson D	59.0	0	1
30	11006	Daniel D	59.0	0	0
31	11007	Martinez C	58.0	0	0

From: 01/02/2020 To: 03/31/2020 Irregularity

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19. Late In Report

Sr No	Employee ID	Name	Date	In Time	Out Time	Exception
1	1046	King D	3/13/2020	9:53 AM	7:57 PM	0:23
2	1050	Becham	3/13/2020	10:00 AM	8:11 PM	0:30
3	1051	Felix	3/13/2020	9:55 AM	7:57 PM	0:25
4	1055	Jones C	3/13/2020	10:15 AM	7:57 PM	0:45
5	1065	Young B	3/13/2020	10:03 AM	8:08 PM	0:33
6	1006	Baker A	3/12/2020	9:53 AM		0:23
7	1011	Dumler	3/12/2020	10:03 AM	8:22 PM	0:33
8	1014	Denmer	3/12/2020	10:11 AM	7:29 PM	0:41
9	1022	John A	3/12/2020	11:01 AM	8:27 PM	1:31
10	1030	Wright A	3/12/2020	10:00 AM	6:54 PM	0:30
11	1038	Ashley	3/12/2020	4:39 PM	9:04 PM	7:09
12	1046	King D	3/12/2020	9:53 AM	8:02 PM	0:23
13	1051	Felix	3/12/2020	9:53 AM	9:16 PM	0:23
14	1058	Campbell C	3/12/2020	10:37 AM	8:36 PM	1:07
15	1063	Fetwan	3/12/2020	10:30 AM	8:43 PM	1:00
16	1067	Rolan	3/12/2020	9:59 AM	9:02 PM	0:29
17	1068	Brown B	3/12/2020	9:53 AM	6:39 PM	0:23
18	1071	Allen B	3/12/2020	10:00 AM	8:57 PM	0:30
19	1014	Denmer	3/11/2020	9:57 AM	7:51 PM	0:27
20	1051	Felix	3/11/2020	9:51 AM	7:59 PM	0:21
21	1058	Campbell C	3/11/2020	2:21 PM	8:23 PM	4:51
22	1059	Wilson D	3/11/2020	9:54 AM		0:24
23	1063	Fetwan	3/11/2020	10:27 AM	8:12 PM	0:57
24	1071	Allen B	3/11/2020	10:05 AM	10:01 PM	0:35
25	1804	Hernandez A	3/11/2020	9:16 AM	7:03 PM	0:21
26	1011	Dumler	3/9/2020	10:01 AM	7:53 PM	0:31
27	1058	Campbell C	3/9/2020	10:23 AM	8:12 PM	0:53
28	1063	Fetwan	3/9/2020	10:35 AM	7:42 PM	1:05
29	1067	Rolan	3/9/2020	10:08 AM	7:30 PM	0:38
30	1071	Allen B	3/9/2020	10:00 AM	7:27 PM	0:30
31	1072	Jackson C	3/9/2020	9:51 AM	7:28 PM	0:21



20. Monthly Attendance Summary Report

From: 01/01/2020		To: 01/31/2020		Monthly Attendance Summary Report																																			
January 2020																																							
Sr No	Employee ID	Name	Position	Department	Branch	AB	14.0	PL	0.0	PR	13.0	TL	0.0															WO	4.0	PH	0.0	LWP	0.0						
4	1030	Wright A	Embedded Engineer	Embedded	Ahmedabad																																		
						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31			
First-IN	09:48	09:46	09:46			09:52	09:50	09:53	10:10	09:53			09:47	10:47	09:59	10:09			09:40	09:25	09:48	09:42	09:37			09:45	09:46	09:44	09:34	09:48									
Last-OUT	19:03	18:40	18:38			19:00	18:53	19:04	18:58	19:02				17:36	18:33	18:41			18:34	18:31	18:58	18:36	18:35			18:36	18:39	18:34	18:31	19:16									
GrossTime	09:15	08:54	08:52			09:08	09:03	09:11	08:48	09:09				06:49	08:34	08:32			09:10	08:54	08:58					08:51	08:53	08:50	08:57	09:28									
WrkHrs	08:15	07:54	07:52			08:08	08:03	08:11	07:48	08:09				05:49	07:34	07:32			08:10	07:54	07:58					07:51	07:53	07:50	07:57	08:28									
OT																																							
Sr No	Employee ID	Name	Position	Department	Branch	AB	9.5	PL	0.0	PR	17.5	TL	0.0															WO	4.0	PH	0.0	LWP	0.0						
5	1031	Hall C	Software Engineer	Software	Ahmedabad																																		
						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31			
First-IN	09:33	09:27	09:44			09:01	08:57	09:17					09:26	09:08	09:12	09:46			09:26	09:15	09:03	09:11	09:12			09:12	09:59	09:11	09:10	09:10									
Last-OUT	18:56	19:34	19:08			19:24	19:38	19:38	19:12				18:45	18:54	18:34	18:09			18:50	19:00	18:58	19:22	19:08			18:55	19:09	19:15	19:20	18:59									
GrossTime	09:23	10:07	09:24			10:23	10:41	10:21					09:19	09:46	09:22	08:23			09:55	10:11	09:56					09:43	09:10	10:04	10:10	09:48									
WrkHrs	08:23	09:07	08:24			09:23	09:41	09:21					08:19	08:46	08:22	05:23			08:55	09:11	08:56					08:43	08:10	09:04	09:10	08:48									
OT	00:23	01:07	00:24			01:23	01:41																																
Sr No	Employee ID	Name	Position	Department	Branch	AB	11.0	PL	0.0	PR	16.0	TL	0.0															WO	4.0	PH	0.0	LWP	0.0						
6	1033	Animar	Embedded Engineer	Embedded	Ahmedabad																																		
						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31			
First-IN	09:52	10:07	07:51			09:45	09:22	09:42	09:45	09:46			10:02	09:24	09:38				11:01	09:47	09:44	09:38				09:28	09:25	09:31	09:38	09:40									
Last-OUT	20:30	19:10	18:38			19:40	19:07	14:54	19:07				18:10	19:50	19:31				19:08	19:42	19:51	18:40					20:13	20:28	19:02	19:42									
GrossTime	10:38	09:03	10:47			09:55	09:45	05:09	09:21				08:08	10:26	09:53				09:55	10:07	09:02						10:48	10:57	09:24	10:02									
WrkHrs	09:38	08:03	09:47			08:55	08:45	04:09	08:21				07:08	09:26	08:53				08:55	09:07	08:02						09:48	09:57	08:24	09:02									
OT	01:38	01:47				00:55	00:45																																

Legends:OT-Overtime, WO-Weekend Off, PR-Present, AB-Absent, PL-Paid Leave, LWP-Leave Without Pay, PH-Public Holiday, TL-Tour Leave



21. Muster Report

January 2020			Muster																															
Sr No	Employee ID	Name	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	
1	1000	Kim	AB	AB	AB	WO	WO	AB	AB	AB	AB	AB	WO	WO	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	
2	1006	Baker A	AB	AB	AB	WO	WO	AB	OT	AB	AB	AB	WO	WO	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	
3	1011	Dumler	OT	OT	OT	WO	WO	OT	AB	OT	LI	LI	WO	WO	AB	AB	AB	AB	LI	AB	AB	AB	FR	FR	LI	LI	AB	AB	LI	PR	LI	AB	AB	
4	1014	Danmer	AB/PR	AB/PR	LI	WO	WO	AB	AB	AB/PR	AB/PR	LI	WO	WO	LI	AB	AB	AB	AB/PR	AB	AB	AB	AB	LI	AB/PR	AB/PR	AB	AB	AB/PR	AB/PR	AB	AB	AB	
5	1022	John A	AB/PR	AB/PR	OT	WO	WO	OT	OT	LI	LI	LI	WO	WO	AB/PR	AB	AB	LI	LI	AB	AB	AB/PR	AB	LI	LI	AB	AB	AB	AB	AB	AB	AB	AB	
6	1030	Wright A	PR	PR/AB	PR/AB	WO	WO	LI	PR	LI	AB/PR	LI	WO	WO	AB	AB	AB/PR	AB/PR	AB/PR	AB	AB	AB	AB	PR	FR/AB	PR/AB	AB	AB	PR/AB	PR/AB	PR/AB	PR/AB	PR	
7	1031	Hall C	OT	OT	OT	WO	WO	AB	OT	OT	PR	AB	WO	WO	PR	AB	AB	FR	PR	PR/AB	AB	AB	AB	FR	PR	PR	AB	AB	PR	LI	PR	PR	PR	
8	1033	Animar	OT	LI	OT	WO	WO	OT	OT	AB	PR/AB	PR	WO	WO	AB/PR	AB	AB	FR	PR	AB	AB	AB	FR	PR	PR	AB	AB	AB	AB	AB	PR	PR	PR	
9	1038	Ashley	AB/PR	OT	OT	WO	WO	AB/PR	OT	OT	PR	LI	WO	WO	PR	AB	FR	LI	AB	AB	AB	AB	AB	FR	PR	PR	AB	AB	LI	PR	PR	AB/PR	PR	
10	1045	Rotan	PR	PR	PR	WO	WO	PR	PR	PR	PR	LI	WO	WO	LI	AB	FR	FR	LI	AB	AB	AB	LI	FR	LI	LI	AB	AB	LI	PR	LI	LI	LI	
11	1046	King D	AB/PR	LI	AB	WO	WO	OT	AB/PR	OT	LI	AB/PR	WO	WO	PR	AB	AB	LI	PR	AB	AB	AB	AB	LI	AB/PR	AB/PR	AB	AB	PR	AB	AB	AB	AB	
12	1050	Becham	OT	OT	OT	WO	WO	AB/PR	OT	OT	LI	AB/PR	WO	WO	PR	AB	AB	LI	LI	AB	AB	AB	AB/PR	LI	AB/PR	AB/PR	AB	AB	AB	LI	LI	AB/PR	LI	
13	1051	Felix	AB/PR	LI	AB/PR	WO	WO	PR	LI	LI	LI	LI	WO	WO	FR	AB	PR/AB	LI	PR	PR/AB	AB	PR/AB	AB	LI	AB/PR	AB	AB	AB	PR	AB	LI	AB/PR	AB/PR	
14	1055	Jones C	AB	PR	AB/PR	WO	WO	PR	LI	LI	AB	AB/PR	WO	WO	AB	AB	AB	LI	PR/AB	AB	AB	AB	AB	LI	LI	AB/PR	AB	AB	PR	AB/PR	AB/PR	LI	PR/AB	
15	1056	Respon	PR	PR/AB	AB	WO	WO	PR	PR	PR	PR	PR	WO	WO	LI	AB	LI	LI	LI	AB	AB	AB	AB	PR	LI	PR	AB	AB	LI	LI	PR	PR	LI	
16	1058	Campbell C	AB/PR	AB	AB	WO	WO	AB	LI	LI	LI	LI	WO	WO	LI	AB	AB/PR	LI	LI	AB/PR	AB	AB	LI	LI	LI	LI	AB	AB	AB	LI	AB	AB	LI	
17	1059	Wilson D	LI	PR	AB/PR	WO	WO	PR	PR/AB	LI	LI	LI	WO	WO	AB	AB	PR	AB	PR	AB	AB	AB	PR	PR/AB	AB	AB	AB	AB	LI	LI	LI	LI	LI	
18	1060	Hill B	AB	PR	LI	WO	WO	AB	LI	LI	PR	LI	WO	WO	AB	AB	PR	LI	LI	AB	AB	AB	AB	FR	LI	LI	AB	AB	PR	AB	LI	AB/PR	LI	
19	1062	Williams C	AB	AB	AB	WO	WO	AB/PR	AB/PR	LI	LI	AB/PR	WO	WO	LI	AB	LI	LI	AB/PR	AB	AB	AB	LI	LI	LI	LI	AB	AB	LI	LI	AB	AB	LI	
20	1063	Fetwan	AB	AB	AB	WO	WO	LI	LI	AB	LI	AB	WO	WO	AB	AB	LI	AB	LI	AB	AB	LI	LI	LI	AB	AB	AB	AB	AB/PR	AB/PR	AB	AB/PR	AB/PR	
21	1064	Johnson B	PR	LI	PR	WO	WO	PR	PR	PR	LI	PR	WO	WO	PR/AB	AB	PR	LI	PR	AB	AB	AB	AB	AB	AB	LI	PR	AB	AB	LI	PR	LI	AB/PR	
22	1065	Young B	LI	FR	PR	WO	WO	LI	FR	PR	PR	LI	WO	WO	AB	AB	AB/PR	FR	LI	AB	AB	AB	AB	AB	AB/PR	PR	PR/AB	AB	AB	LI	LI	LI	FR	PR
23	1066	Green B	AB	AB	AB	WO	WO	AB	AB	AB	AB	AB	WO	WO	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	PR	PR	PR	PR	PR
24	1067	Rolan	AB/PR	AB/PR	LI	WO	WO	LI	LI	LI	LI	LI	WO	WO	AB	AB	AB	AB/PR	LI	AB	AB	AB	LI	LI	LI	LI	AB	AB	LI	PR	LI	PR/AB	PR	
25	1068	Brown B	AB	AB	AB	WO	WO	AB	AB	AB	AB	AB	WO	WO	AB	AB	PR/AB	AB/PR	AB	AB	AB	AB	AB	AB	PR/AB	PR/AB	AB	AB	AB	AB	AB	AB	AB	AB/PR
26	1071	Allen B	AB/PR	LI	LI	WO	WO	LI	PR	LI	LI	LI	WO	WO	LI	AB	AB	AB/PR	LI	AB	AB	AB	AB	LI	AB	PR	AB	AB	LI	AB/PR	LI	PR	LI	
27	1072	Jackson C	PR	PR	PR/AB	WO	WO	PR	PR/AB	PR	PR	PR	WO	WO	LI	AB	AB	FR	PR	AB	AB	AB	AB	PR	PR/AB	PR	AB	AB	PR	PR/AB	PR	PR	PR	
28	1074	Harris D	FR	FR	PR	WO	WO	FR	AB	FR	PR	AB	WO	WO	FR	AB	FR	FR	PR	AB	AB	AB	FR	FR	PR	PR	AB	AB	AB	FR	FR	PR	PR	
29	11004	Robinson D	AB	AB	AB	WO	WO	AB	AB	AB	AB	AB	WO	WO	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB
30	11006	Daniel D	AB	AB	AB	WO	WO	AB	AB	AB	AB	AB	WO	WO	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB
31	11007	Martinez C	AB	AB	AB	WO	WO	AB	AB	AB	AB	AB	WO	WO	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB
32	11008	Thomas B	AB	AB	AB	WO	WO	AB	AB	AB	AB	AB	WO	WO	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB
33	11009	Miller B	AB	AB	AB	WO	WO	AB	AB	AB	AB	AB	WO	WO	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB
34	11010	Taylor A	AB	AB	AB	WO	WO	AB	AB	AB	AB	AB	WO	WO	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB
35	11011	Scott C	AB	AB	AB	WO	WO	AB	AB	AB	AB	AB	WO	WO	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB	AB

Legends: PR - Full day Present, AB - Full day Absent, PL - Full day Paid Leave, LWP - Full day Leave Without Pay, TL - Full day Tour Leave, OT - Overtime, LI - Late In, EO - Early Out, FR/SH - First half/Second half status

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22. Overtime Daily Report

Weekly Overtime																
Week	Employee ID	Name	Day	Date	In Time	Out Time	Total Hours	Break	Total Work Hrs	Base	OT Hours	WO OT	PH OT	Status	Approved / I	
1	1046	Jessica Smith	Sun	3/27/2022			00:00	00:00	00:00							
			Mon	3/28/2022	10:00	20:03	09:03	01:00	08:03							
			Tue	3/29/2022	09:54	19:30	08:36	01:00	07:36							
			Wed	3/30/2022	10:06	19:29	08:23	01:00	07:23							
			Thu	3/31/2022	09:59	19:06	08:07	01:00	07:07							
			Fri	4/1/2022	10:25	19:37	08:12	01:00	07:12							
			Sat	4/2/2022			00:00	00:00	00:00							
									42:21	42:21	00:00	00:00	00:00	Auto Approved	-	
3	1046	Jessica Smith	Sun	4/3/2022			00:00	00:00	00:00							
			Mon	4/4/2022	10:15	19:33	08:18	01:00	07:18							
			Tue	4/5/2022	10:09	19:02	07:53	01:00	06:53							
			Wed	4/6/2022	10:06	19:07	08:01	01:00	07:01							
			Thu	4/7/2022	10:08	18:59	07:51	01:00	06:51							
			Fri	4/8/2022	10:36	20:11	08:35	01:00	07:35							
			Sat	4/9/2022			00:00	00:00	00:00							
									40:38	40:38	00:00	00:00	00:00	Auto Approved	-	
5	1046	Jessica Smith	Sun	4/10/2022			00:00	00:00	00:00							
			Mon	4/11/2022	07:17	16:43	08:26	01:00	07:26							
			Tue	4/12/2022	09:55	19:02	08:07	01:00	07:07							



23. Overtime Weekly Report

From: 01/01/2020		To: 01/31/2020		Overtime		
Sr No	Employee ID	Name	Date	In Time	Out Time	Overtime
1	1011	Dumler	1/8/2020	10:05	20:40	1:35
2	1031	Hall C	1/8/2020	08:57	19:38	1:41
3	1038	Ashley	1/8/2020	09:37	19:55	1:18
4	1046	King D	1/8/2020	10:21	19:39	0:18
5	1050	Becham	1/8/2020	10:44	20:38	0:54
6	1006	Baker A	1/7/2020	09:43	20:21	1:38
7	1022	John A	1/7/2020	10:44	20:06	0:22
8	1031	Hall C	1/7/2020	09:01	19:24	1:23
9	1033	Animar	1/7/2020	09:22	19:07	0:45
10	1038	Ashley	1/7/2020	09:31	20:35	2:04
11	1050	Becham	1/7/2020	09:59	19:15	0:16
12	1011	Dumler	1/6/2020	10:00	19:46	0:46
13	1022	John A	1/6/2020	10:45	20:44	0:59
14	1033	Animar	1/6/2020	09:45	19:40	0:55
15	1046	King D	1/6/2020	09:46	18:59	0:13
16	1011	Dumler	1/3/2020	10:28	19:54	0:26
17	1022	John A	1/3/2020	10:53	20:47	0:54
18	1031	Hall C	1/3/2020	09:44	19:08	0:24
19	1033	Animar	1/3/2020	07:51	18:38	1:47
20	1038	Ashley	1/3/2020	10:00	19:16	0:16
21	1050	Becham	1/3/2020	08:15	19:28	2:13
22	1011	Dumler	1/2/2020	10:27	20:19	0:52
23	1031	Hall C	1/2/2020	09:27	19:34	1:07
24	1038	Ashley	1/2/2020	10:05	20:32	1:27
25	1050	Becham	1/2/2020	10:50	20:17	0:27
26	1011	Dumler	1/1/2020	10:59	20:30	0:31
27	1031	Hall C	1/1/2020	09:33	18:56	0:23
28	1033	Animar	1/1/2020	09:52	20:30	1:38
29	1050	Becham	1/1/2020	10:35	20:31	0:56



22. Salary Data Report

From: 01/01/2020		To: 01/31/2020		Salary Data								
Sr No	Employee ID	Name	Position	PR	WO	PH	PL	AB	LWP	OT	Total Work Hrs	
1	1000	Kim	-	0	4	0	0	27	0			
2	1006	Baker A	Team Lead	1	4	0	0	26	0	1:38	9:38	
3	1011	Dumler	-	15	4	0	0	12	0	4:10	147:59	
4	1014	Denmer	System Administrator	9	4	0	0	19	0		101:51	
5	1022	John A	-	12	4	0	0	15	0	2:15	118:20	
6	1030	Wright A	Embedded Engineer	13	4	0	0	14	0		149:16	
7	1031	Hall C	Software Engineer	18	4	0	0	10	0	4:58	156:06	
8	1033	Animar	Embedded Engineer	16	4	0	0	11	0	5:05	146:20	
9	1038	Ashley	Team Lead	18	4	0	0	10	0	5:05	174:35	
10	1045	Rotan	-	21	4	0	0	6	0		189:21	
11	1046	King D	QA Engineer	12	4	0	0	16	0	0:31	114:24	
12	1050	Becham	Embedded Engineer	16	4	0	0	11	0	4:46	159:34	
13	1051	Felix	Team Lead	16	4	0	0	11	0		156:24	
14	1055	Jones C	QA Engineer	13	4	0	0	15	0		127:49	
15	1056	Respon	-	19	4	0	0	9	0		174:46	
16	1058	Campbell C	Inside Sales	14	4	0	0	14	0		125:55	
17	1059	Wilson D	Software Engineer	16	4	0	0	12	0		129:19	
18	1060	Hill B	Team Lead	16	4	0	0	12	0		145:25	
19	1062	Williams C	-	14	4	0	0	13	0		136:39	
20	1063	Fetwan	-	10	4	0	0	18	0		95:55	
21	1064	Johnson B	-	18	4	0	0	9	0		170:45	
22	1065	Young B	-	18	4	0	0	10	0		166:22	
23	1066	Green B	Software Engineer	4	4	0	0	23	0		34:56	
24	1067	Rolan	Software Engineer	17	4	0	0	10	0		157:04	
25	1068	Brown B	-	3	4	0	0	25	0		35:56	
26	1071	Allen B	Team Lead	17	4	0	0	11	0		154:35	
27	1072	Jackson C	QA Engineer	17	4	0	0	10	0		157:20	
28	1074	Harris D	Software Engineer	18	4	0	0	9	0		181:39	
29	11004	Robinson D	-	0	4	0	0	27	0			
30	11006	Daniel D	-	0	4	0	0	27	0			
31	11007	Martinez C	-	0	4	0	0	27	0			

Legends:OT-Overtime, WO-Weekend Off, PR-Present, AB-Absent, PL-Paid Leave, LWP-Leave Without Pay, PH-Public Holiday

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23. Leave Balance Report

January 2020		Leave Balance							
Sr No	Year	Month	Opening	Credit	Debit	Encashed	Availed	Closing	Leave
1: mihir desai									
1	2020	January	0	10	0	0	0	10	public holiday
2	2020	January	0	12	2	0	0	10	paid leave
2: mihir patel									
1	2020	January	0	10	0	0	0	10	public holiday
2	2020	January	0	12	2	0	0	10	paid leave
3: mihir shah									
1	2020	January	0	10	3	0	0	7	public holiday
2	2020	January	0	10	0	0	0	10	paid leave
4: mihir singh									
1	2020	January	0	10	3	0	0	7	public holiday
2	2020	January	0	10	0	0	0	10	paid leave
5: mihir vora									
1	2020	January	0	10	3	0	0	7	public holiday
2	2020	January	0	10	0	0	0	10	paid leave

24. Leave Transaction Report

January 2020		Leave Transaction			
Sr No	Employee	Name	Day(s)	Entry Type	Entry Date
Leave : public holiday					
1	1	mihir desai	10	Credit	03/18/2020
2	2	mihir patel	10	Credit	03/18/2020
3	3	mihir shah	3	Debit	03/18/2020
4	3	mihir shah	10	Credit	03/18/2020
5	4	mihir singh	10	Credit	03/18/2020
6	4	mihir singh	3	Debit	03/18/2020
7	5	mihir vora	3	Debit	03/18/2020
8	5	mihir vora	10	Credit	03/18/2020
Leave : paid leave					
1	1	mihir desai	2	Credit	03/18/2020
2	1	mihir desai	2	Credit	03/18/2020
3	1	mihir desai	2	Debit	03/18/2020
4	1	mihir desai	10	Credit	03/18/2020
5	2	mihir patel	2	Credit	03/18/2020
6	2	mihir patel	2	Credit	03/18/2020
7	2	mihir patel	2	Debit	03/18/2020
8	2	mihir patel	10	Credit	03/18/2020
9	3	mihir shah	1	Credit	03/18/2020
10	3	mihir shah	10	Credit	03/18/2020
11	4	mihir singh	1	Credit	03/18/2020
12	4	mihir singh	10	Credit	03/18/2020
13	5	mihir vora	1	Credit	03/18/2020
14	5	mihir vora	10	Credit	03/18/2020



25. Shift Schedule Report

January 2020			Shift Schedule																														
Sr No	Employee ID	Name	01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
1	1000	Kim	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN	WO	WO	IN	PH	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN
2	1006	Baker A	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN	WO	WO	IN	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN
3	1011	Dumler Savont	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN	WO	WO	IN	PH	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN
4	1014	Denmer	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN	WO	WO	IN	PH	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN
5	1022	John A	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN	WO	WO	IN	PH	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN
6	1030	Wright A	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN	WO	WO	IN	PH	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN
7	1031	Hall C	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN	WO	WO	IN	PH	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN
8	1033	Animar	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN	WO	WO	IN	PH	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN
9	1038	Ashley	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN	WO	WO	IN	PH	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN
10	1045	Rotan	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN	WO	WO	IN	PH	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN
11	1046	King D	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN	WO	WO	IN	PH	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN
12	1050	Becham	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN	WO	WO	IN	PH	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN
13	1051	Felix	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN	WO	WO	IN	PH	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN
14	1055	Jones C	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN	WO	WO	IN	PH	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN
15	1056	Respon	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN	WO	WO	IN	PH	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN
16	1058	Campbell C	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN	WO	WO	IN	PH	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN
17	1059	Wilson D	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN	WO	WO	IN	PH	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN
18	1060	Hill B	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN	WO	WO	IN	PH	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN
19	1062	Williams C	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN	WO	WO	IN	PH	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN
20	1063	Fetwan	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN	WO	WO	IN	PH	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN
21	1064	Johnson B	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN	WO	WO	IN	PH	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN
22	1065	Young B	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN	WO	WO	IN	PH	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN
23	1066	Green B	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN	WO	WO	IN	PH	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN
24	1067	Rolan	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN	WO	WO	IN	PH	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN
25	1068	Brown B	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN	WO	WO	IN	PH	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN
26	1071	Allen B	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN	WO	WO	IN	PH	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN
27	1072	Jackson C	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN	WO	WO	IN	PH	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN
28	1074	Harris D	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN	WO	WO	IN	PH	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN	WO	WO	IN	IN	IN	IN	IN
29	11004	Robinson D	CN	CN	CN	WO	WO	CN	CN	CN	CN	CN	WO	WO	CN	CN	CN	CN	WO	WO	CN	CN	CN	CN	CN	WO	WO	CN	CN	CN	CN	CN	
30	11006	Daniel D	CN	CN	CN	WO	WO	CN	CN	CN	CN	CN	WO	WO	CN	CN	CN	CN	WO	WO	CN	CN	CN	CN	CN	WO	WO	CN	CN	CN	CN	CN	
31	11007	Martinez C	CN	CN	CN	WO	WO	CN	CN	CN	CN	CN	WO	WO	CN	PH	CN	CN	CN	WO	WO	CN	CN	CN	CN	WO	WO	CN	CN	CN	CN	CN	



26. Work Hours Report

Employee ID	Name	Work Hours	Overtime
1000	Kim		
1045	Rotan	8:08	
11004	Robinson D		
11006	Daniel D		
11007	Martinez C		
11008	Thomas B		
11009	Miller B		
11010	Taylor A		
11011	Scott C		
11015	Rodriguez A		
11020	Roberts C		
11028	Ronald B		
11029	Thompson C		
11031	Turner D		
11032	Walker A		
11035	White B		
11036	Smith D		
11038	Mitchell C		
11039	Clark B		
1802	Demine		
1804	Hernandez A	6:57	
OH001	Nancy A		
OH002	Nelson B		
OH003	Moore D		
OH004	Parker C		
OH005	Patricia D		
OH006	Perez A		
OH007	Phillips B		
OM001	Edwards B		
Total		15:05	



27. Yearly Performance Report

From: 01/01/2020		To: 12/31/2020		Yearly Performance												
1022 : John A																
Position	Department					Branch										
-	Support					Ahmedabad										
	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Total			
PR	12.0	15.0	9.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	36			
WO	4.0	9.0	5.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	18			
PH	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0			
AB	15.0	5.0	4.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	24			
OT	02:15	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	02:15			
TWH	118:20	136:00	89:38	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	343:58			
1030 : Wright A																
Position	Department					Branch										
Embedded Engineer	Embedded					Ahmedabad										
	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Total			
PR	13.0	10.0	5.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	28			
WO	4.0	9.0	5.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	18			
PH	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0			
AB	14.0	10.0	8.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	32			
OT	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00			
TWH	149:16	136:11	56:19	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	341:46			
1031 : Hall C																
Position	Department					Branch										
Software Engineer	Software					Ahmedabad										
	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Total			
PR	17.5	15.0	6.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	38.5			
WO	4.0	9.0	5.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	18			
PH	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0			
AB	9.5	5.0	7.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	21.5			
OT	04:58	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	04:58			
TWH	156:06	152:24	56:30	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	365:00			
1033 : Animar																
Position	Department					Branch										
Embedded Engineer	Embedded					Ahmedabad										
	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Total			
PR	16.0	12.5	6.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	34.5			
WO	4.0	9.0	5.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	18			
PH	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0			
AB	11.0	7.5	7.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	25.5			
OT	05:05	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	05:05			
TWH	146:20	119:10	53:44	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	00:00	319:14			

Legends:OT-Overtime, WO-Weekend Off, TWH-Total Worked Hrs, AB-Absent, PR-Present
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Support

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