Modern time-tracking system

All Hours is a solution for **clocking in and out and tracking employee working hours.**

Speed up your payroll management, improve productivity, lower labor costs, and transparently manage employee absences with All Hours.

Index

Track everything

All Hours tracks work from home, night shifts, reduced working hours, on-call duty and other particularities.

It also enables clocking in and out for temporary staff and students.

Register working hours

Automate attendance recording. Anywhere and anytime. Through the mobile app, online or on the T&A clock.

- ✓ **clocking restrictions according to user and location**
- ✓ **contactless clocking in and out via phone**
- ✓ **modern T&A clocks**
- ✓ **remote absence request submission**

Record working hours using your mobile phone

The app provides a fast and accurate way to record employee arrivals, departures, absences and other events.

- ✓ **accurate location recording**
- ✓ **clocking restriction to specific location**
- ✓ **requirements and absence confirmation**
- ✓ **no additional hardware needed**
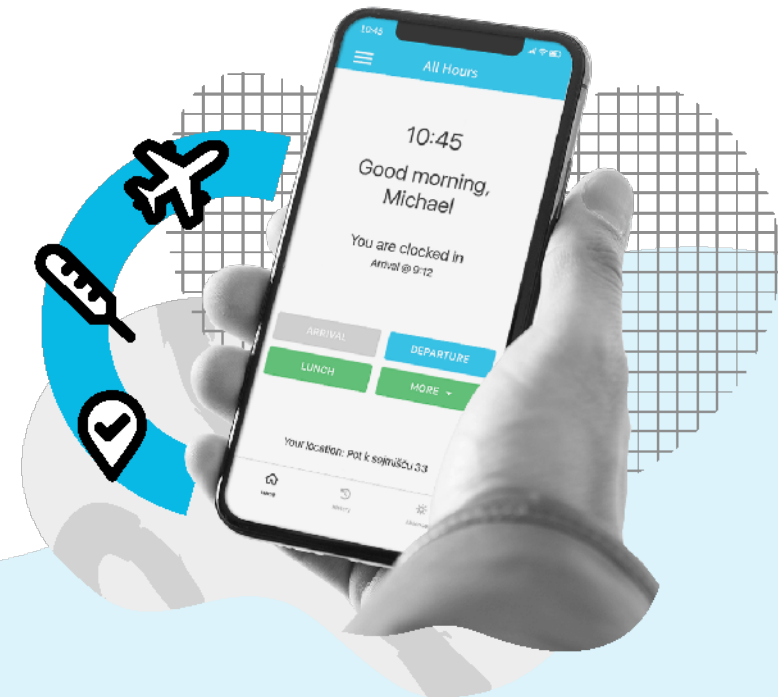
Track employee attendance

Get a real-time overview of your employees' attendance. Since every clocking in features GPS coordinates, you will always know the location where your employees are working.
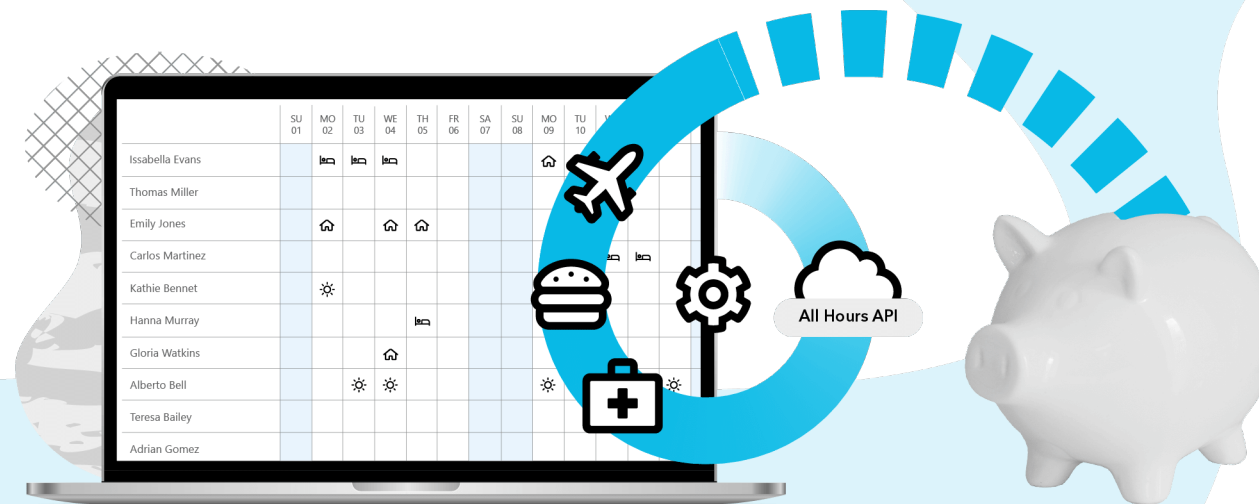
- ✔ **who is present at the workplace and who is working from home**
- ✔ **who is late and who is justifiably absent**
- ✔ **time and location of the last clocking in/out**
- ✔ **real-time presence overview**

Presence   19.7.2021

Thomas Miller
Work from home

Issabella Evans
Absent

Emily Jones
Present

All Hours API

Easier payroll calculation

Export all payroll data. The app automatically adds up working hours, premiums and absences.

- ✔ **select preset or specify your own payment types**
- ✔ **adjust rates for the entire company, group or select characteristics**
- ✔ **automate the transfer of data to your payroll program**

|	SU 01	MO 02	TU 03	WE 04	TH 05	FR 06	SA 07	SU 08	MO 09	TU 10	
Issabella Evans		🛏	🛏	🛏						⌂	
Thomas Miller											
Emily Jones		⌂		⌂	⌂						
Carlos Martinez								🛏	🛏		
Kathie Bennet		☀									
Hanna Murray					🛏						
Gloria Watkins				⌂							
Alberto Bell			☀	☀					☀		☀
Teresa Bailey											
Adrian Gomez											

Leave control to the T&A clock

Let the time recording Zone Touch T&A clocks work for you. Their compact and clean design is just one of many features that makes them a simple, elegant and affordable interface for your employees.

- clocking in and out at the T&A clock using identification cards
- setting up clockings according to your needs
- working hours balance display
- uninterrupted use in the event of internet outage

Control absences

Record annual leave, holidays, sick leave and other absences. All absence requests are confirmed by department heads.

- submission and confirmation of absence via the application
- easy confirmation of absence requests
- flexible hierarchy of validation responsibilities
- clear information on request status
- absences are automatically added up for payroll purposes
- effective work scheduling via absence calendar
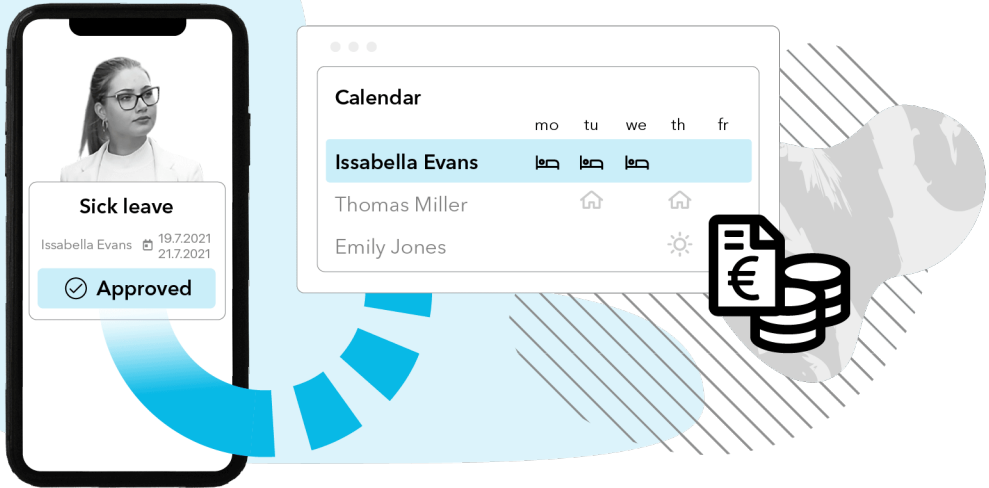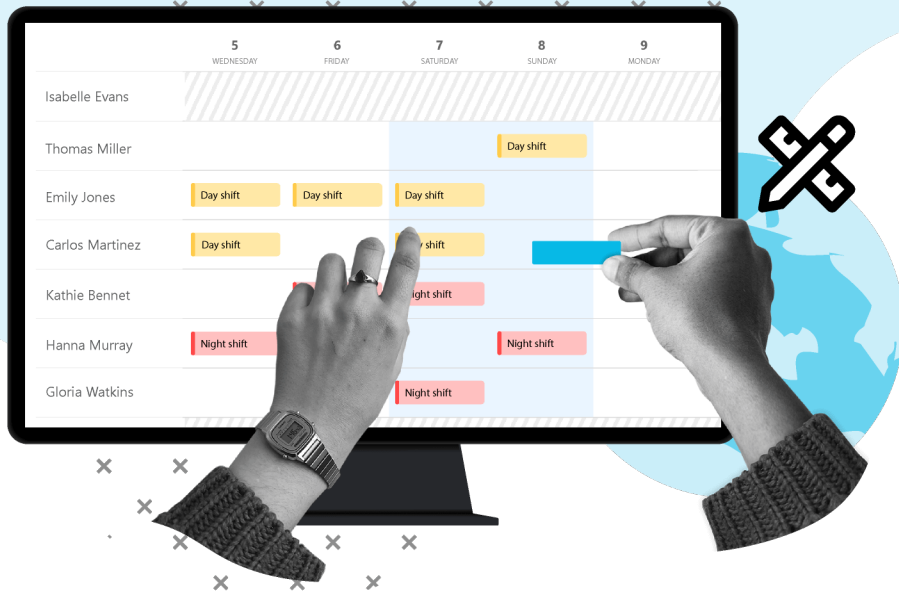
Schedule shifts with the calendar

Schedule work shifts using the calendar and make sure that co-worker absences don't overlap.

- ✔ **absence confirmation right on the calendar**
- ✔ **shift scheduling and entry**
- ✔ **automatic shift entry according to your company's rules**

Analyze and report

Manage your workflow with the help of key reports. Monitor clocking in and out, discover work patterns and manage payrolls. Use customized reports to manage administrative procedures, optimize processes, and improve productivity.

- ✔ **working hour balance**
- ✔ **audit trail**
- ✔ **payroll report**
- ✔ **clocking in and out, absence and adjustment report**
- ✔ **daily, weekly and monthly view**
- ✔ **PDF, Excel, CSV**

Price list

The subscription is charged according to the number of users.

The subscription includes the **use of the application** and **technical support** via e-mail or in-app chat.

The subscription does not include the purchase and installation of hardware and identification cards.

Number of users	Monthly subscription (excluding VAT)	Annual subscription (excluding VAT)
1- 5	**€ 17,5/month** (fixed monthly amount)	**€ 189/year** (fixed annual amount)
6 - 50	**€ 3,5/month** (per user)	**€ 37,8/year** (per user)
51 - 100	**€ 3/month** (per user)	**€ 32,4/year** (per user)
101 - 250	**€ 2,5/month** (per user)	**€ 27/year** (per user)
251 - 300	**€ 2,45/month** (per user)	**€ 26,46/year** (per user)
301 - 350	**€ 2,4/month** (per user)	**€ 25,92/year** (per user)
351 - 400	**€ 2,35/month** (per user)	**€ 25,38/year** (per user)
401 - 500	**€ 2,3/month** (per user)	**€ 24,84/year** (per user)

Frequently Asked Questions

We've collected some of the most common questions that come to mind before using All Hours.

Why does our company need a solution for employee time-tracking like All Hours?
All Hours enables accurate monitoring of employees' working hours (arrivals, departures, overtime, absences), prepares payroll data automatically and displays presence at work at any time.

Are managers able to see all employee data in the system? Is it possible to restrict the view?
Yes, the view can be restricted. Administrators have access to all data, while managers can only access data of employees they manage.

Can employees manipulate the time and location of clocking in/out?
No such manipulations are possible. Clocking timestamp uses the time on our server, which is synchronized with the selected time zone.

We don't want T&A clocks. Is there another way to register working hours?
Yes, you can also register working hours without T&A clocks. An employee can register or submit an absence request via computer or mobile phone.

Is it possible to create different schedules (morning, afternoon, weekend) with All Hours?
Yes, different shifts can be set, such as in hotels or factories, e.g. morning, afternoon, night, weekend shift.

Does the system support multiple different schedules?
You can set different shifts (morning, afternoon, night, weekend), assign different remunerations and schedule the shifts on a simple calendar.

Does the system allow absence management in addition to presence management?
Yes. The employees are able to submit electronic absence requests, whether for a holiday, sick leave or business trip. Employees are notified by e-mail when their manager approves or rejects the request.

Can I check which employees are currently working on-site and which are working from home?
A list of all employees with a status that indicates who is currently present, who is working from home, who is late and who is justifiably absent is always only one click away.

How can we manage clockings on an ongoing basis and thus reduce stress before payday?
Employees can use the app to to suggest adding missing clockings and administrators can quickly filter out days that contain errors and edit them anytime during the month.

How do we get employees to edit their data themselves and thus reduce the administration of missing clockings?
Since employees are also able to see their balance of working hours when registering, they usually notice errors on the same day and can respond appropriately through the online or mobile app.

Is the system compliant with GDPR regulations regarding the protection of personal data?
Špica is a holder of the ISO9001 certificate since 1999 and the IS027001 certificate since 2016, which proves our strategic focus on quality and safety. We have developed the system according to best practices and included an audit trail so that with proper use compliance with GDPR regulations is ensured.

Is the data secure?
The data is stored in Microsoft Azure, one of the largest and most stable cloud providers in the world. A security engineer and many experts who regularly refresh and build upon their knowledge are part of the Špica team.

How is the export of data to the payroll system at the end of the month arranged?
You can equip each counter in the system with a code that corresponds to the code in the payroll program and export the data for the desired period. A modern API (application interface) via which you can fully automate the export process and adapt it to your needs is also available.

"The experience of our customers

I like it because everything is in one place. You can review the hours, absences and even record work from home, which is a common practice at our company. The All Hours app is easy to use - when you arrive, you press one button, when you go, you press another. That's it. No unnecessary features.

Nastja Kramer Pesek
Co-founder of the Malinca online store (www.malinca.si)

We are a modern company that does not force employees to be in offices from nine to five, so we do not use Špica solutions primarily to record the time of arrivals and departures, but for presence, vacations, sick leave and work from home so that we can properly calculate transportation expenses etc. In this way, we can easily calculate payroll for all employees in the region with just one click.

Blaž Kržišnik
Partner and Commercial Director
Unija Smart Accounting, d.o.o.

We use everything All Hours has to offer: arrivals, departures, lunch breaks, paid exit, overtime, sick leave and vacations. We make the most of the app and we are very happy with it.

Živa Cotič Bizjak
Human Resources Officer
KingsBox

The All Hours app is a great solution for small and large businesses. A simple and affordable solution for entering and calculating working hours. The employees of our company quickly got used to the app and are very happy with it.

Tomaž Pipp
CEO / founder & general manager
ČILI PIPP d.o.o.

With All Hours, we found an easy solution for our clocking needs. It gave us a better overview of working hours, and above all faster calculation of overtime, premiums and sick leave. We are very satisfied with the service.

Jure Gačnik, dr. dent. med.
Oral surgery specialist
Zobozdravstveni center Tredent, d.o.o.

All Hours primarily makes it easier to monitor overtime and vacations. The program also facilitates payroll calculations, as data export provides all the information we need.

Matic Hren
Country Manager
DEKRA zaposlitev d.o.o.

Clocking in and out

Recording of arrivals, departures, lunch breaks and other clockings.

Scheduling / sorting

You can set different shifts (morning, afternoon, night, weekend) and schedule them on a simple calendar.

Payroll data

The app automatically adds up working hours, premiums and absences and prepares data for export to your payroll system.

How does All Hours Work

Work absence

Absence request submission and management, as well as complete overview of vacations, sick leave and other absences.

Attendance overview

Check which of your employees are present at work, who is working from home and who is (un)justifiably absent.

Analyse, report and export

Reports include the balance of hours, clockings, absences and adjustments, and payroll data. Import the data into the desired system.

Try All Hours for free!

14 days

We're offering you a **14-day free trial**

(no credit card, no obligations and with the assistance provided by our consultants)

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