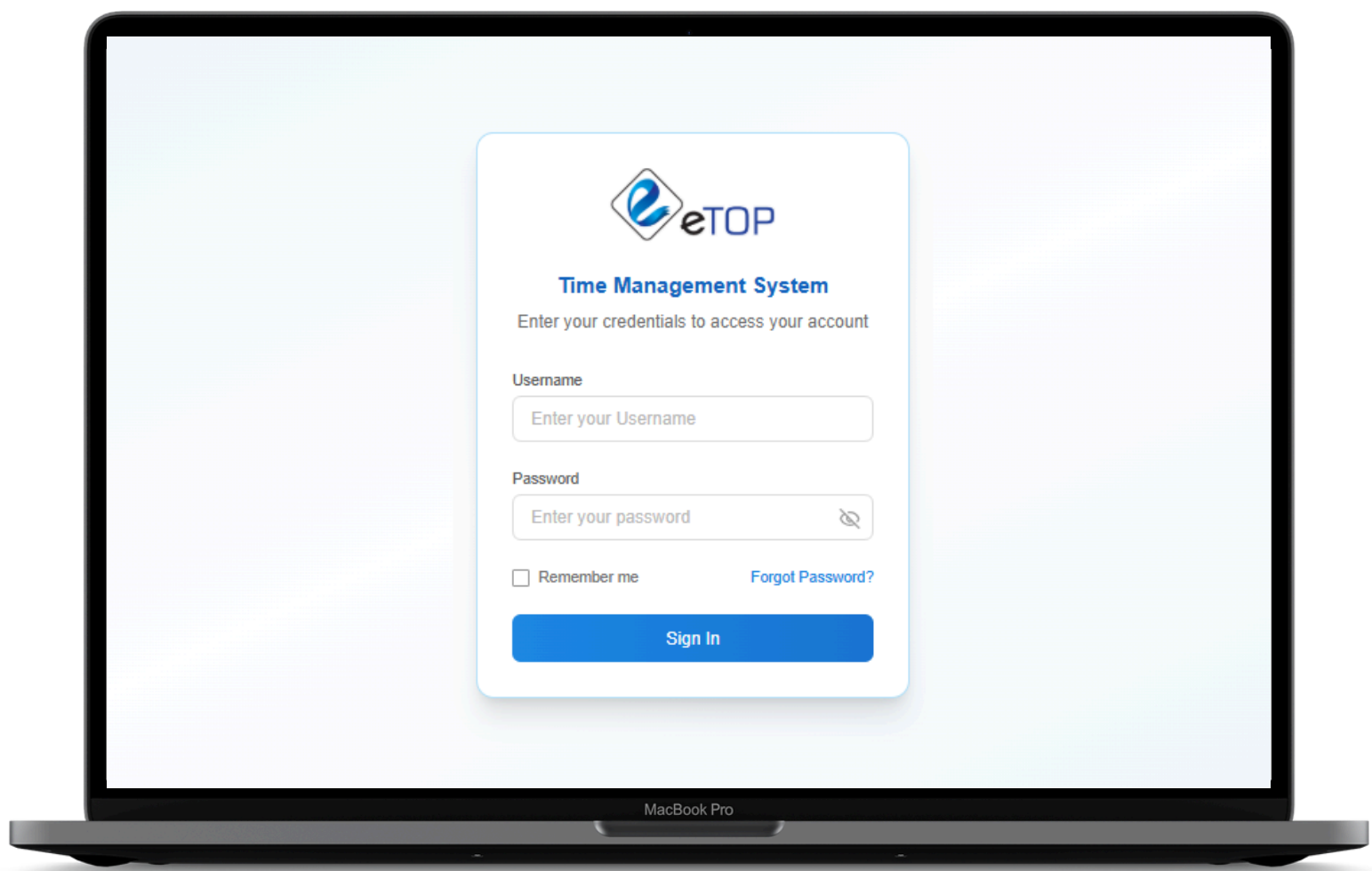


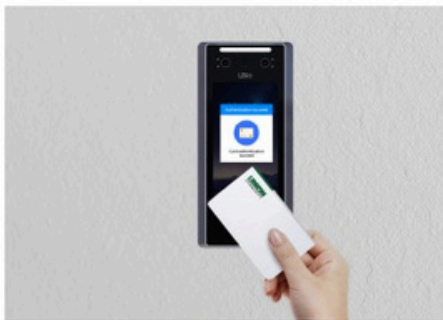
Smarter Workforce Management From Anywhere



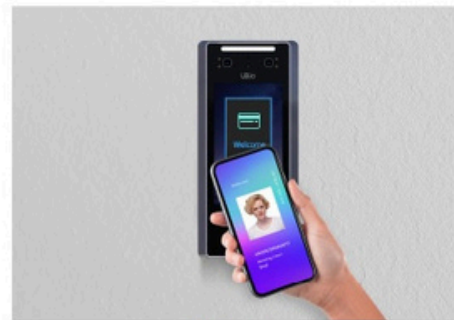
COMPATIBLE WITH LEADING BIOMETRIC DEVICES



Face



RF Card



Mobile Key



Fingerprint



QR Code



Password

TimeTOP Cloud Solution

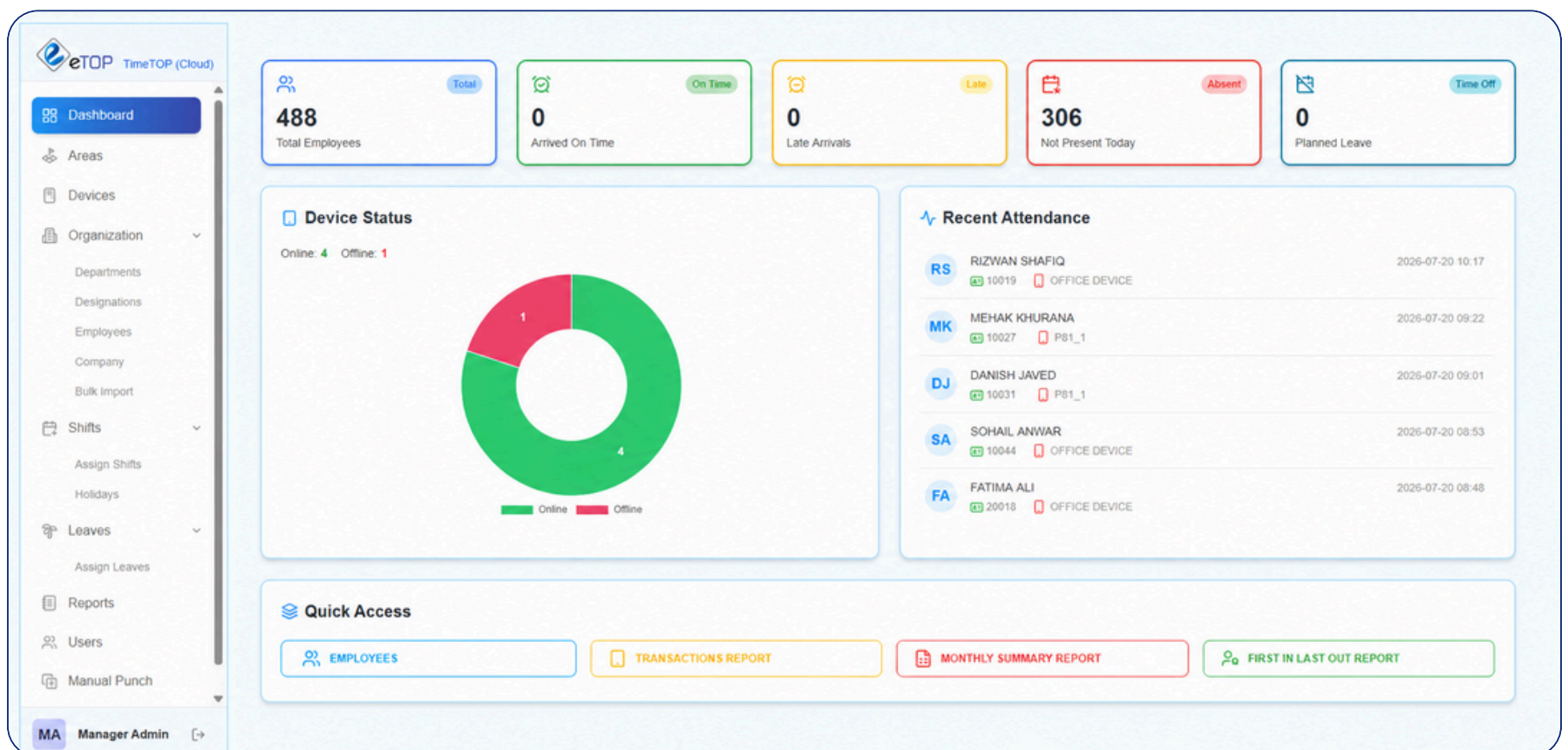
- ✓ Web-based Time and Attendance System for Multiple Locations
- ✓ Automatic employee synchronization based on assigned location
- ✓ Easy management of employees, devices, and attendance records
- ✓ Complete device management, including user upload/download, attendance logs, and time zone settings
- ✓ Daily and summary attendance reports with working hours, overtime, and late arrivals
- ✓ Runs smoothly with low hardware requirements
- ✓ Supports Microsoft SQL Server database
- ✓ Secure HTTPS connection for safe data transfer
- ✓ Available in multiple languages, including English, French, and Arabic

Geofence Features

- ✓ Create geofence rules for devices, employees, or departments
- ✓ Set location coordinates for devices or employees with start and end dates
- ✓ Define the allowed distance range in meters
- ✓ Quick Google Maps access to verify location coordinates

Staff and Employee Management

- ✓ Easily organize employees by department, location, or job position
- ✓ Store and manage employee personal information
- ✓ Add employee photos and remotely register them on facial recognition devices
- ✓ Quickly assign or update employee departments and locations
- ✓ Manually add attendance transactions with automatic report calculations
- ✓ Import employee details easily using an Excel template



Add Employee

Employee ID

CompanyId

Select Designation

Password

Date of Joining
dd/mm/yyyy

Select Areas

Name

Select Department

Phone Number

RFID

Email

Select Privilege

Passport Image

Choose File

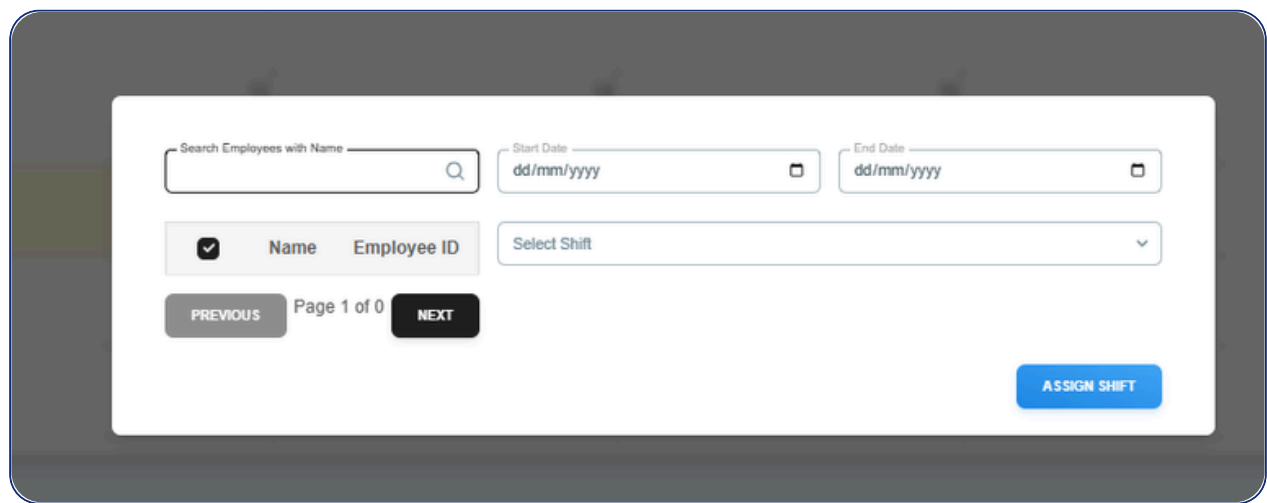
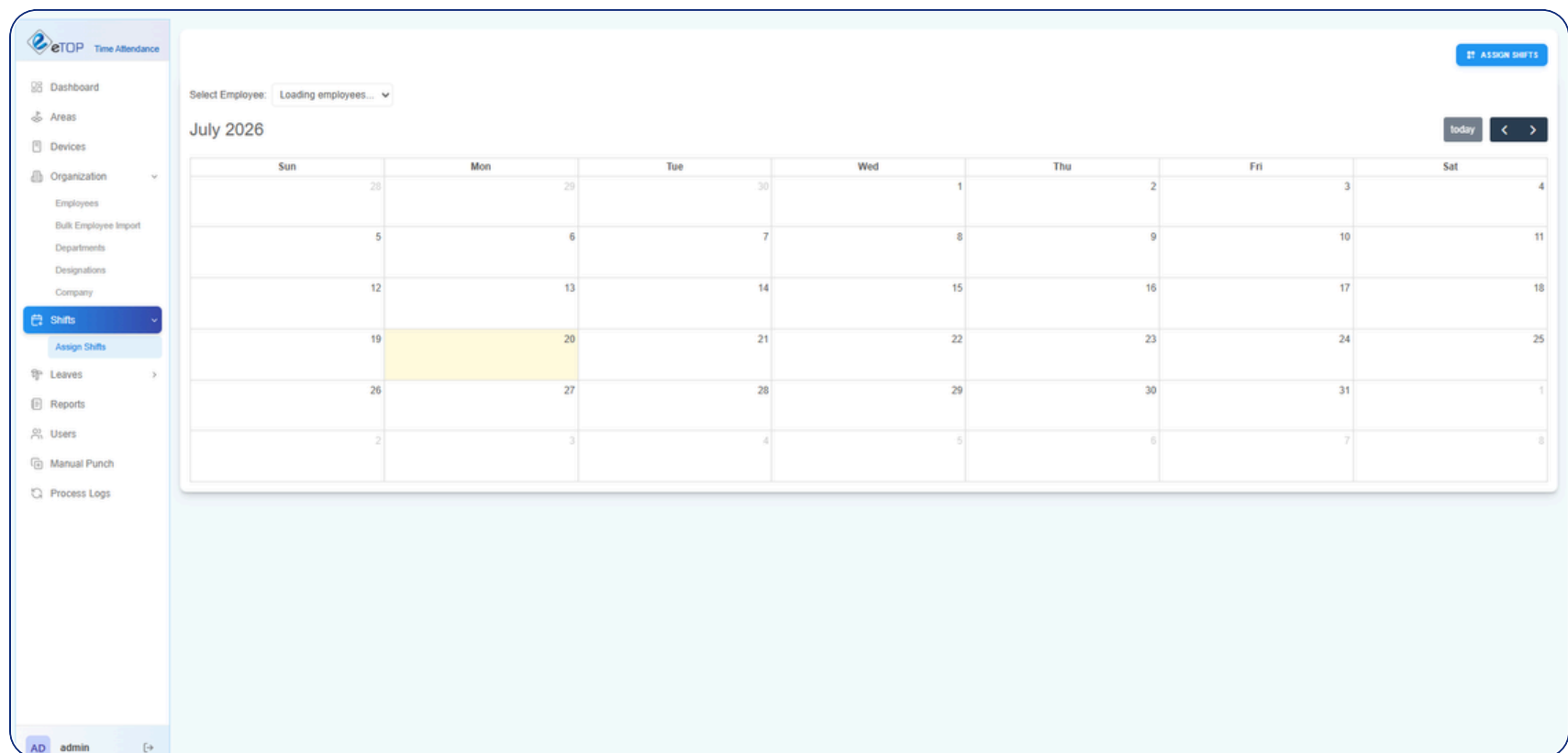
No file chosen

ADD

CANCEL

Time Tables

- ✓ Multiple timetable options to suit different work schedules
- ✓ Supports standard, flexible, and automatic time tables with break settings
- ✓ Create permanent or temporary schedules for departments or individual employees
- ✓ Supports overnight shifts with cross-day check-in and check-out management



Mobile Application

- ✓ Employees can check in and out based on geofence settings with photo capture, while administrators can view all attendance records in a single-line report.

Shifts Setup

- ✓ Set permanent or temporary work schedules for departments or individual employees
- ✓ Assign specific schedules to selected employees with ease
- ✓ Create daily, weekly, or monthly shift schedules

eTOP TimeTOP (Cloud)

- Dashboard
- Areas
- Devices
- Organization**
- Departments
- Designations
- Employees
- Company
- Bulk Import
- Shifts
- Assign Shifts
- Holidays
- Leaves
- Assign Leaves
- Reports
- Users
- Manual Punch
- Process Logs

ADD EMPLOYEE

	NAME	AREA	COMPANY ID	EMPID	DEPT	DESIGNATION	EMPLOYEE STATUS	ACTIONS
☐	Ahmed Raza Khan	Head Office - Dubai	D-1001	10001	Administration	Operations Manager	Active	✎ ✖
☐	Sara Mahmoud	Branch Office - Abu Dhabi	D-1002	10002	HR	HR Executive	Active	✎ ✖
☐	Rohit Sharma	Main Office - Sharjah	D-1003	10003	IT	IT Support Engineer	Active	✎ ✖
☐	Fatima Al Zahra	Head Office - Dubai	D-1004	10004	Finance	Accountant	Active	✎ ✖
☐	Jithin Mathew	Warehouse - Jebel Ali	D-1005	10005	Logistics	Warehouse Supervisor	Active	✎ ✖
☐	Mohammed Faisal	Site Office - Al Ain	D-1006	10006	Projects	Project Coordinator	Active	✎ ✖
☐	Priya Nair	Head Office - Dubai	D-1007	10007	Marketing	Marketing Executive	Active	✎ ✖
☐	Khalid Hassan	Service Center - Ras Al Khaimah	D-1008	10008	Customer Support	Customer Support Officer	Active	✎ ✖
☐	Neha Kapoor	Branch Office - Ajman	D-1009	10009	Sales	Sales Executive	Active	✎ ✖
☐	Tariq Ahmad	Head Office - Dubai	D-1010	10010	IT	System Administrator	Active	✎ ✖
☐	Ayesha Siddiqui	Main Office - Sharjah	D-1011	10011	HR	HR Assistant	Active	✎ ✖
☐	Daniel Thomas	Warehouse - Jebel Ali	D-1012	10012	Logistics	Store Keeper	Active	✎ ✖
☐	Hassan Ali	Head Office - Dubai	D-1013	10013	Administration	Office Administrator	Active	✎ ✖
☐	Maria Fernandez	Branch Office - Abu Dhabi	D-1014	10014	Finance	Finance Executive	Active	✎ ✖
☐	Vikram Desai	Service Center - Sharjah	D-1015	10015	Projects	Site Engineer	Active	✎ ✖

MA
Manager Admin

Start Date

End Date

☒ Name Employee ID

Select Shift

NIGHT (NIGHT)

DAY (DAY)

PREVIOUS

Page 1 of 0

NEXT

ASSIGN SHIFT

Devices Dashboard

- ✓ Complete device management with full control and device details
- ✓ View real-time device status and latest connection time
- ✓ Synchronize attendance data manually or automatically
- ✓ Update or remove selected employees from any connected device
- ✓ Easily configure device time zone settings
- ✓ Perform remote device actions such as reboot, read device information, clear attendance logs, clear all data, and remote enrollment

Dashboard

Areas

Devices

Organization

Departments

Designations

Employees

Company

Bulk Import

Shifts

Assign Shifts

Holidays

Leaves

Assign Leaves

Reports

Users

Manual Punch

Process Logs

MA

Manager Admin

→

Reports > Transaction Report

Start Date

18-Jul-2026

📅

End Date

20-Jul-2026

📅

Select device

All Devices

▼

All Departments

▼

Search by Name, ID, C.ID

📄 Export PDF

📄 Export Excel

ID	C.ID	Name	Device	Department	Date	In Time	State
1010	C-1001	Ahmed Farooq Khan	Face Station 1	Administration	2026-07-20	10:17	Check In
1000271	C-1002	Sara Mahmoud Ali	P81_1	HR Department	2026-07-20	09:22	Access
1000007	C-1003	Rohan Sharma	P81_1	IT Department	2026-07-20	09:01	Access
1000365	C-1004	Fatima Al Zahra	Face Station 1	Administration	2026-07-20	08:53	Check In
2000142	C-1005	Jithin Mathew	Face Station 1	Operations	2026-07-20	08:48	Check In
200005	C-1006	Michael D'Souza	Face Station 1	Administration	2026-07-20	08:44	Check In
4000020	C-1007	David Fernandes	Face Station 1	Supply Chain	2026-07-20	08:44	Check In
1000176	C-1008	Imran Khan	Face Station 1	Administration	2026-07-20	08:40	Check In
100268	C-1009	Priya Nair	Face Station 1	Administration	2026-07-20	08:40	Check In
10169	C-1010	Khalid Hassan	Face Station 1	Administration	2026-07-20	08:39	Check In
10313	C-1011	Neha Kapoor	Face Station 1	Administration	2026-07-20	08:36	Check In
1000366	C-1012	Ali Raza	Face Station 1	IT Department	2026-07-20	08:34	Check In
1000367	C-1013	Jessica Thomas	Face Station 1	Administration	2026-07-20	08:32	Check In
1000068	C-1014	Omar Al Mansoori	Face Station 1	Operations	2026-07-20	08:24	Check In
20069	C-1015	Yusuf Khan	Face Station 1	Administration	2026-07-20	08:24	Check In
1000249	C-1016	Ayesha Siddiqui	P81_1	HR Department	2026-07-20	08:17	Access
1000199	C-1017	Zainab Malik	P81_1	HR Department	2026-07-20	07:56	Access
1000222	C-1018	Mohammad Bilal	P81_1	IT Department	2026-07-20	07:56	Access
1000352	C-1019	Daniel Rego	P81_1	IT Department	2026-07-20	07:55	Access
2000125	C-1020	Arjun Patel	P81_1	IT Department	2026-07-20	07:52	Access

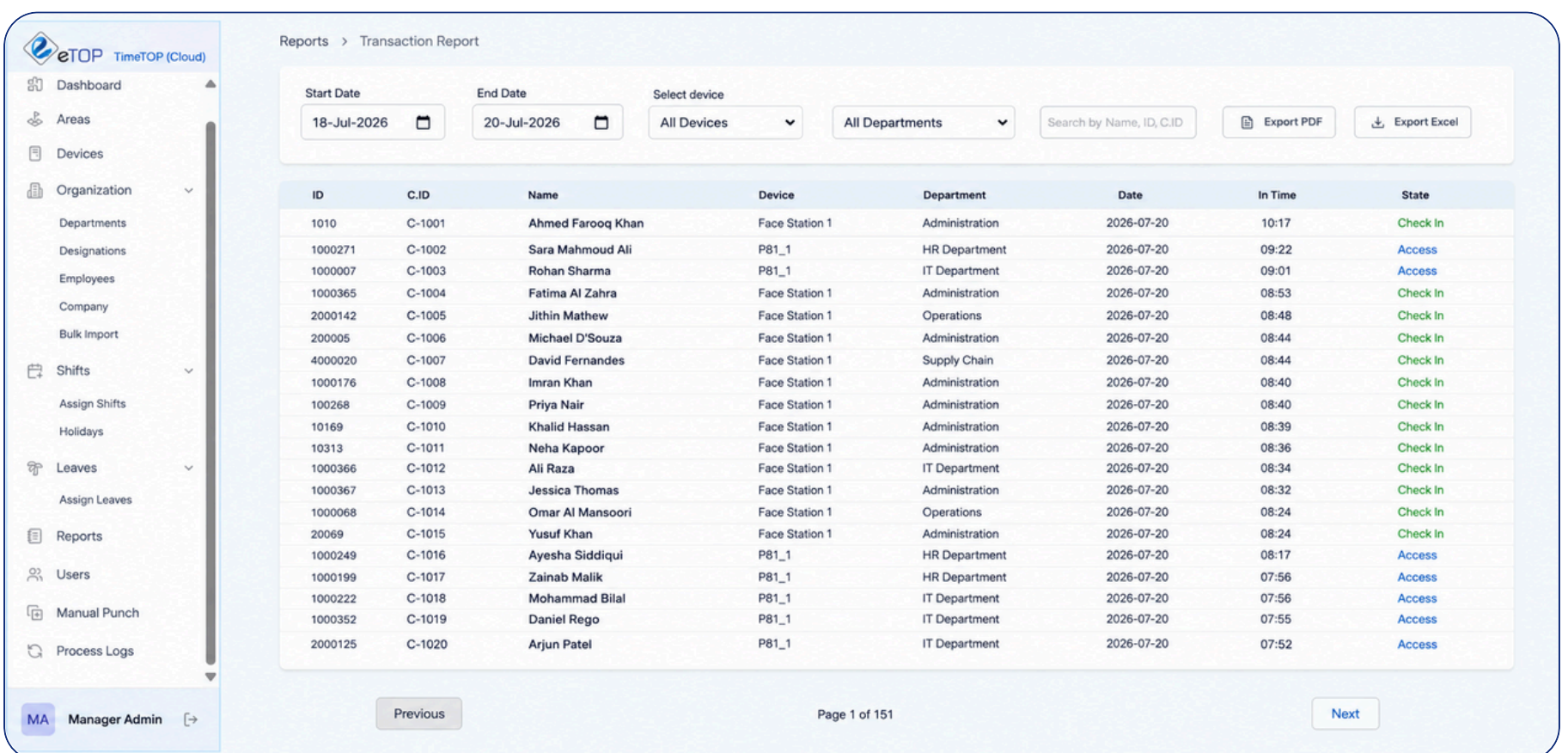
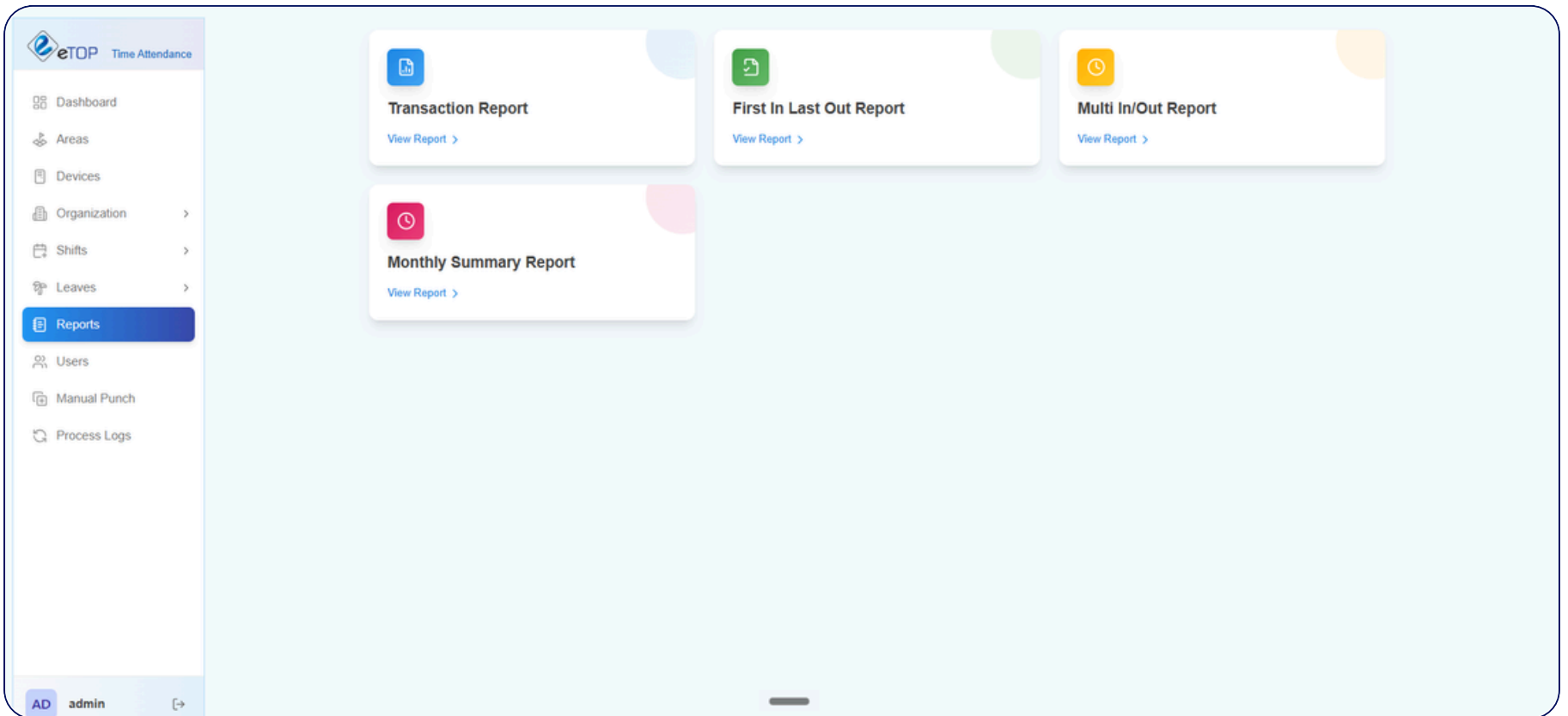
Previous

Page 1 of 151

Next

Transaction Reports

- ✓ Easily monitor employee attendance using multiple transaction report options
- ✓ Filter reports by employee ID, name, department, or device
- ✓ Generate transaction, first in/last out, first & last punch, and multiple in/out reports
- ✓ Export reports in Excel or CSV formats for easy data management



Scheduled Reports

- ✓ Generate multiple scheduled reports based on timetables and employee shifts
- ✓ Create daily, summary, and monthly attendance reports for better monitoring

Flexible Configuration

- ✓ Configure rules for late arrivals, overtime, early departures, missed check-in/check-out, weekends, day change timing, and date/time formats
- ✓ Set flexible weekly offs based on individual employee schedules
- ✓ Enable automatic attendance calculations and scheduled email notifications
- ✓ Support multiple user logins with different access permissions and privileges

Email settings

- ✓ Enable automatic calculation for real-time scheduled report generation
- ✓ Customize email notification templates according to requirements
- ✓ Receive instant email alerts for late check-in, absence, early check-out, early break return, and late break return
- ✓ Generate scheduled reports automatically without requiring manual calculation
- ✓ Send email notifications directly to employees and their supervisors