

**Volume**

**1**

PENDULUM STANDARD REPORTS  

---

ACROPRINT TIME RECORDER CO.

# Pendulum Sample Reports

ACROPRINT TIME RECORDER COMPANY

# Pendulum Sample Reports

---

© Acroprint Time Recorder Company  
5640 Departure Drive, Raleigh, NC 27616  
Phone 919.872.5800 • Fax 919.872.0720  
[www.acroprint.com](http://www.acroprint.com)  
[sales@acroprint.com](mailto:sales@acroprint.com)

# Table of Contents

## **STANDARD REPORTS**

### **TIME & ATTENDANCE**

<b>Time Card Report</b>	<b>1</b>
<b>Time Card Report One-Line</b>	<b>2</b>
<b>Hours Summary</b>	<b>3</b>
<b>Daily Hours Summary</b>	<b>4</b>
<b>Who's In</b>	<b>5</b>
<b>Who's Not In</b>	<b>6</b>
<b>Who's In by Shift</b>	<b>7</b>
<b>Missing Punch Report</b>	<b>8</b>
<b>Category Summary</b>	<b>9</b>
<b>Department / Category Summary</b>	<b>10</b>
<b>Department &amp; Employee (1 of 3)</b>	<b>11</b>
<b>Department &amp; Employee (2 of 3)</b>	<b>12</b>
<b>Department &amp; Employee (3 of 3)</b>	<b>13</b>
<b>Employee &amp; Department</b>	<b>14</b>
<b>Category Count Summary</b>	<b>15</b>
<b>Group Hourly Summary</b>	<b>16</b>
<b>Approaching Overtime Report</b>	<b>17</b>
<b>Attendance Report</b>	<b>18</b>
<b>Attendance Count Report</b>	<b>19</b>
<b>Benefit Report</b>	<b>20</b>
<b>Actual vs. Budgeted Report</b>	<b>21</b>
<b>Division Summary</b>	<b>22</b>
<b>Employee Default Assignments</b>	<b>23</b>
<b>Employee Wage Assignments</b>	<b>24</b>
<b>Group Wage Assignments</b>	<b>25</b>
<b>Schedule Exception Punch Interval</b>	<b>26</b>

<b>Schedule Exception Duration</b>	<b>27</b>
<b>Schedule Exception Overtime</b>	<b>28</b>
<b>Shift Report</b>	<b>29</b>

### **SYSTEM LISTS**

<b>Employee List</b>	<b>30</b>
<b>Category List</b>	<b>31</b>
<b>Clock List</b>	<b>32</b>
<b>Company List</b>	<b>33</b>
<b>Department List</b>	<b>34</b>
<b>Group List</b>	<b>35</b>
<b>Division List</b>	<b>36</b>
<b>Employee Badge List</b>	<b>37</b>
<b>Employee Wage Assignment List</b>	<b>38</b>
<b>Holiday List</b>	<b>39</b>
<b>Schedule List (1 of 2)</b>	<b>40</b>
<b>Schedule List (2 of 2)</b>	<b>41</b>
<b>Transaction List</b>	<b>42</b>

### **PAYROLL EXPORTS**

<b>Generic Export</b>	<b>43</b>
<b>Time Card Export</b>	<b>44</b>
<b>ADP Payroll</b>	<b>45</b>
<b>ADP for Windows</b>	<b>46</b>
<b>PayChex</b>	<b>47</b>
<b>Paylink for Windows</b>	<b>48</b>
<b>PrimePay PrimeLink</b>	<b>49</b>
<b>Quickbooks Pro</b>	<b>50</b>
<b>Preview for Windows</b>	<b>51</b>
<b>Peachtree Complete Accounting</b>	<b>52</b>

---

ACROPRINT TIME RECORDER COMPANY

# Pendulum Sample Reports

---

© Acroprint Time Recorder Company  
5640 Departure Drive, Raleigh, NC 27616  
Phone 919.872.5800 • Fax 919.872.0720  
[www.acroprint.com](http://www.acroprint.com)  
[sales@acroprint.com](mailto:sales@acroprint.com)

TIME CARD

Date Range: 04/27/2003 --> 05/03/2003  
 Employee Range: 000000001 --> 000000001  
 Group Range: All  
 Department Range: All  
 Division Range: All

Pay Period Totals

Employee	Name	Social Sec	Group	Division							
000000001	Muller, John	123-45-6789	0001								
					<b>Missing Punch</b>						
					Sch	Reg	Ot1	Ot2	Ot3	Brk	Lunch
04/27/2003	Sun 00:00	--	00:00	001	0.00	0.00	0.00	0.00	0.00	0.00	
04/28/2003	Mon 07:25	e	17:35	001	9.16	0.00	0.00	0.00	0.00	1.00	
04/29/2003	Tue 08:05	g	17:05	001	8.00	0.00	0.00	0.00	0.00	1.00	
04/30/2003	Wed 07:55	r	12:00	001	8.00	0.00	0.00	0.00	0.00	1.00	
	13:00	em	17:15	001	8.00	0.00	0.00	0.00	0.00	1.00	
05/01/2003	Thu 07:59	r	MP	001	0.00	0.00	0.00	0.00	0.00	0.00	
05/02/2003	Fri 08:00	o	18:00	001	9.00	0.00	0.00	0.00	0.00	1.00	
05/03/2003	Sat 07:55	r	17:05	001	8.00	0.00	0.00	0.00	0.00	1.00	
					Ot1 Period End:	40.00	2.16	0.00	0.00	0.00	5.00
					Ot2 Period End:	40.00	2.16	0.00	0.00	0.00	5.00
					Pay Period End:	40.00	2.16	0.00	0.00	0.00	5.00
					Total by Employee:	40.00	2.16	0.00	0.00	0.00	5.00

Punch Exception Codes

Employee \_\_\_\_\_ Supervisor \_\_\_\_\_

Signature Lines

Attendance Summary	
Absence:	0
Unscheduled:	1

Attendance Summary

Department Summary		
Number		Hours
L0 00002	Sales	35.58
L0 00003	Production	6.58
L1 000002	Case 100	42.16
L2 01	Assembly	42.16
L3 01	Final	42.16

Department & Job Summaries

Exception Codes

TIME CARD

Date Range: 04/27/2003 --> 05/03/2003  
 Employee Range: 000000001 --> 000000001  
 Group Range: All  
 Department Range: All  
 Division Range: All

Employee	Name	Social Sec	Group	Division																
					Transactions				Reg		Vac		Hol		Sick		Pers		Other	
					IN	OL	IL	OT	Reg	Ot	Reg	Ot	Reg	Ot	Reg	Ot	Reg	Ot	Reg	Ot
000000001	Muller, John	123-45-6789	0001																	
04/28/2003	Mon	07:25	00:00	00:00	17:35	9.16	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
04/29/2003	Tue	08:05	00:00	00:00	17:05	8.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
04/30/2003	Wed	07:55	12:00	13:00	17:15	8.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
05/01/2003	Thu	07:59	00:00	00:00	00:00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
05/02/2003	Fri	08:00	00:00	00:00	18:00	9.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
05/03/2003	Sat	07:55	00:00	00:00	17:05	8.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Otl Period End:						40.00	2.16	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Otl2 Period End:						40.00	2.16	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Pay Period End:						40.00	2.16	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total by Employee:						40.00	2.16	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Employee _____										Supervisor _____										
Global Total:						40.00	2.16	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Total Of Employee Processed: 0

## HOURS REPORT

05/09/2003

14:14:27

**Date Range:** 04/27/2003 --> 05/03/2003**Employee Range:** 000000001 --> 000000005**Group Range:** All**Department Range:** All**Division Range:** All

<b>Employee</b>	<b>Name</b>	<b>Reg</b>	<b>OT1</b>	<b>OT2</b>	<b>OT3</b>	<b>Total</b>
000000001	Muller, John	40.00	2.16	0.00	0.00	42.16
000000002	Brown, Jim	38.00	0.00	0.00	0.00	38.00
000000003	Smith, Bill	40.00	2.00	0.00	0.00	42.00
000000004	Jones, Sam	40.00	8.00	2.00	0.00	50.00
000000005	Goals, Ed	32.00	0.00	0.00	0.00	32.00
<b>Global Total:</b>		190.00	12.16	2.00	0.00	204.16
<b>Total Of Employee Processed:</b>		5				

## DAILY HOURS REPORT

05/09/2003

14:19:03

Date Range: 04/27/2003 --&gt; 05/03/2003

Employee Range: 000000001 --&gt; 000000001

Group Range: All

Department Range: All

Division Range: All

Employee Name	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Reg	Ot1	Ot2	Ot3	Total	
000000001 Muller, John													
<b>Regular</b>	0.00	9.16	8.00	8.00	0.00	9.00	5.84						
<b>Overtime</b>	0.00	0.00	0.00	0.00	0.00	0.00	2.16						
								<b>Period Totals</b>	40.00	2.16	0.00	0.00	42.16
								<b>Total by Employee:</b>	40.00	2.16	0.00	0.00	42.16
<b>Total Of Employee Processed:</b>			0						40.00	2.16	0.00	0.00	42.16

## WHO IS IN

05/09/2003

14:21:47

Date: 05/05/2003 08:01

Employee Range: 000000001 --&gt; 000000005

Group Range: All

Department Range: All

Division Range: All

Employee	Name	IN Punches		Department:	Last Transaction		Function	Last
		Date	Time		Date	Time		
000000001	Muller, John	05/05/2003	08:00		05/05/2003 08:00:00		IN	
000000002	Brown, Jim	05/05/2003	07:59		05/05/2003 07:59:00		IN	
000000003	Smith, Bill	05/05/2003	08:01		05/05/2003 08:01:00		IN	

Total IN Punches: 3

Total Of Employee Processed: 3

WHO IS NOT IN

05/09/2003

14:22:33

Date: 05/05/2003 08:01

Employee Range: 000000001 --> 000000005

Group Range: All

Department Range: All

Division Range: All

Employee	Name	Department:	Schedule /	Telephone
000000004	Jones, Sam		001 1	919-872-5800
000000005	Goals, Ed		001 1	919-872-5800

Total Of Employee Processed: 2

05/09/2003

14:23:45

## WHO IS IN BY SHIFT

Date: 05/05/2003 --&gt; 05/05/2003

Employee Range: 000000001 --&gt; 000000005

Group Range: All

Department Range: All

Division Range: All

Employee	Name	IN Punches	
		Date	Time
Shift:	1		
000000001	Muller, John	05/05/2003	08:00
	<b>Total by Employee:</b>	1	Punches
Shift:	1		
000000002	Brown, Jim	05/05/2003	07:59
	<b>Total by Employee:</b>	1	Punches
Shift:	1		
000000003	Smith, Bill	05/05/2003	08:01
	<b>Total by Employee:</b>	1	Punches
	<b>Total by Shift:</b>	3	Punches

05/09/2003

14:42:08

## REPORT MISSING PUNCHES

Date Range: 04/27/2003 --&gt; 05/03/2003

Employee Range: 000000001 --&gt; 000000005

Group Range: All

Department Range: All

Division Range: All

## Probable Corresponding Punch

Employee	Name	Date	Time	Badge	Missing Punch
000000001	Muller, John	05/01/2003	07:59	00001	INSERT OT PUNCH
000000002	Brown, Jim	04/29/2003		00002	NO PUNCHES
		04/30/2003		00002	NO PUNCHES
		05/01/2003		00002	NO PUNCHES
		05/02/2003		00002	NO PUNCHES
000000003	Smith, Bill	04/29/2003		00003	NO PUNCHES
		04/30/2003		00003	NO PUNCHES
		05/01/2003		00003	NO PUNCHES
		05/02/2003		00003	NO PUNCHES
000000004	Jones, Sam	04/29/2003		00004	NO PUNCHES
		04/30/2003		00004	NO PUNCHES
		05/01/2003	08:00	00004	INSERT OT PUNCH
		05/02/2003		00004	NO PUNCHES
000000005	Goals, Ed	04/29/2003		00005	NO PUNCHES
		04/30/2003		00005	NO PUNCHES
		05/01/2003	17:00	00005	INSERT IN PUNCH

Global Total: 16 Exceptions

Total Of Employee Processed: 5

## CATEGORY SUMMARY

05/09/2003

14:27:53

Date Range: 04/27/2003 --&gt; 05/03/2003

Employee Range: 000000001 --&gt; 000000005

Group Range: All

Department Range: All

Division Range: All

Employee Name	Reg	OT1	OT2	OT3	D11s
Category: REG Regular					
000000001 Muller, John	40.00	2.16	0.00	0.00	0.00
000000002 Brown, Jim	38.00	0.00	0.00	0.00	0.00
000000004 Jones, Sam	40.00	8.00	2.00	0.00	0.00
000000005 Goals, Ed	32.00	0.00	0.00	0.00	0.00
Total by Category:	150.00	10.16	2.00	0.00	0.00
Category: SICK Sick Hours					
000000003 Smith, Bill	40.00	2.00	0.00	0.00	0.00
Total by Category:	40.00	2.00	0.00	0.00	0.00
Global Total:	190.00	12.16	2.00	0.00	0.00
Total Of Employee Processed:	5				

Date Range: 04/27/2003 --> 05/03/2003  
 Employee Range: 000000001 --> 000000005  
 Group Range: All  
 Department Range: All  
 Division Range: All

Category:	REG	Regular	Reg	Ot1	Ot2	Ot3	D11s
		<b>Total by Category:</b>	150.00	10.16	2.00	0.00	0.00
Category:	SICK	Sick Hours					
		<b>Total by Category:</b>	40.00	2.00	0.00	0.00	0.00
		<b>Global Total:</b>	190.00	12.16	2.00	0.00	0.00
		<b>Total Of Employee Processed:</b>		5			

## JOB HOURLY REPORT

05/09/2003

14:47:33

Date Range: 04/27/2003 --&gt; 05/03/2003

Employee Range: 000000001 --&gt; 000000005

Group Range: All

Department Range: All

Division Range: All

Employee Name		1st	2nd	3rd	4th	5th	6th	Reg	OT1	OT2	OT3	Total by	
Dep	Emp												
		Department: 00001 Shipping											
		Employee: 000000002 Brown, Jim											
								Total by Employee:					38.00
								Total by Department:					38.00

## JOB HOURLY REPORT

05/09/2003

14:47:34

		Employee Name						Reg	OT1	OT2	OT3	Total by	
1st	2nd	3rd	4th	5th	6th								
Dep	Emp												
		Department: 00002		Sales									
		Employee: 000000001		Muller, John									
								<b>Total by Employee:</b>	33.42	2.16	0.00	0.00	35.58
		Employee: 000000005		Goals, Ed									
								<b>Total by Employee:</b>	32.00	0.00	0.00	0.00	32.00
								<b>Total by Department:</b>	65.42	2.16	0.00	0.00	67.58

## JOB HOURLY REPORT

05/09/2003

14:47:34

Employee Name		1st	2nd	3rd	4th	5th	6th	Reg	OT1	OT2	OT3	Total by
Dep	Emp											
Department: 00003 Production												
Employee: 000000001 Muller, John												
<b>Total by Employee:</b>								6.58	0.00	0.00	0.00	6.58
Employee: 000000003 Smith, Bill												
<b>Total by Employee:</b>								40.00	2.00	0.00	0.00	42.00
Employee: 000000004 Jones, Sam												
<b>Total by Employee:</b>								40.00	8.00	2.00	0.00	50.00
<b>Total by Department:</b>								86.58	10.00	2.00	0.00	98.58
<b>Global Total:</b>								190.00	12.16	2.00	0.00	204.16
<b>Total Of Employee Processed:</b>						5						

05/09/2003

14:46:20

## JOB HOURLY REPORT

Date Range: 04/27/2003 --&gt; 05/03/2003

Employee Range: 000000001 --&gt; 000000005

Group Range: All

Department Range: All

Division Range: All

Employee Name		Reg	OT1	OT2	OT3	Total by
1st	2nd	3rd	4th	5th	6th	
Emp	Dep					
Employee: 000000001	Muller, John					
Department 00002	Sales					
<b>Total by Department:</b>		33.42	2.16	0.00	0.00	35.58
Department 00003	Production					
<b>Total by Department:</b>		6.58	0.00	0.00	0.00	6.58
<b>Total by Employee:</b>		40.00	2.16	0.00	0.00	42.16
Employee: 000000002	Brown, Jim					
Department 00001	Shipping					
<b>Total by Department:</b>		38.00	0.00	0.00	0.00	38.00
<b>Total by Employee:</b>		38.00	0.00	0.00	0.00	38.00
Employee: 000000003	Smith, Bill					
Department 00003	Production					
<b>Total by Department:</b>		40.00	2.00	0.00	0.00	42.00
<b>Total by Employee:</b>		40.00	2.00	0.00	0.00	42.00
Employee: 000000004	Jones, Sam					
Department 00003	Production					
<b>Total by Department:</b>		40.00	8.00	2.00	0.00	50.00
<b>Total by Employee:</b>		40.00	8.00	2.00	0.00	50.00
Employee: 000000005	Goals, Ed					
Department 00002	Sales					
<b>Total by Department:</b>		32.00	0.00	0.00	0.00	32.00
<b>Total by Employee:</b>		32.00	0.00	0.00	0.00	32.00
<b>Global Total:</b>		190.00	12.16	2.00	0.00	204.16
<b>Total Of Employee Processed:</b>		5				

## CATEGORY COUNT REPORT

**Date Range:** 04/27/2003 --> 05/03/2003  
**Employee Range:** 000000001 --> 000000005  
**Group Range:** All  
**Department Range:** All  
**Division Range:** All

Employee	Name	Date	Category:	Math	Amount	Type	Description
000000002	Brown, Jim	04/28/2003	REG	+	38:00	H	Regular
<b>Total by Employee:</b>		<b>Category:</b>	<b>Count</b>	<b>Amount</b>			
		REG	H	1	38:00		
000000003	Smith, Bill	04/28/2003	SICK	+	42:00	H	Sick Hours
<b>Total by Employee:</b>		<b>Category:</b>	<b>Count</b>	<b>Amount</b>			
		SICK	H	1	42:00		
000000004	Jones, Sam	04/28/2003	REG	+	50:00	H	Regular
<b>Total by Employee:</b>		<b>Category:</b>	<b>Count</b>	<b>Amount</b>			
		REG	H	1	50:00		
000000005	Goals, Ed	04/28/2003	REG	+	32:00	H	Regular
<b>Total by Employee:</b>		<b>Category:</b>	<b>Count</b>	<b>Amount</b>			
		REG	H	1	32:00		
<b>Global Total:</b>		<b>Category:</b>	<b>Count</b>	<b>Amount</b>			
		REG	H	3	120:00		
		SICK	H	1	42:00		

**Total Of Employee Processed:** 4

05/09/2003

14:30:41

## GROUP HOURLY SUMMARY

Date Range: 04/27/2003 --&gt; 05/03/2003

Employee Range: 000000001 --&gt; 000000005

Group Range: All

Department Range: All

Division Range: All

Employee	Name	Reg	OT1	OT2	OT3	Total
<b>Group:</b>	0001 Sales					
000000001	Muller, John	40.00	2.16	0.00	0.00	42.16
000000002	Brown, Jim	38.00	0.00	0.00	0.00	38.00
000000003	Smith, Bill	40.00	2.00	0.00	0.00	42.00
000000004	Jones, Sam	40.00	8.00	2.00	0.00	50.00
000000005	Goals, Ed	32.00	0.00	0.00	0.00	32.00
	<b>Total by Group:</b>	190.00	12.16	2.00	0.00	204.16
	<b>Global Total:</b>	190.00	12.16	2.00	0.00	204.16
<b>Total Of Employee Processed:</b>		5				

## APPROACHING OVERTIME REPORT

05/09/2003

14:38:25

Date Range: 04/27/2003 --&gt; 05/03/2003

Employee Range: 000000001 --&gt; 000000005

Group Range: All

Department Range: All

Division Range: All

Employee	Name	Group:	Sch Wkd	Worked to-date		Additional	Estimated	
				Reg	OT	Scheduled	Ovr Time	Total
000000001	Muller, John	0001	45.00	40.00	2.16	5.00	2.16	47.16
000000002	Brown, Jim	0001	45.00	38.00	0.00	7.00	0.00	45.00
000000003	Smith, Bill	0001	45.00	40.00	2.00	5.00	2.00	47.00
000000004	Jones, Sam	0001	45.00	40.00	10.00	5.00	10.00	55.00
000000005	Goals, Ed	0001	45.00	32.00	0.00	13.00	0.00	45.00
<b>Global Total:</b>			225.00	190.00	14.16	35.00	14.16	239.16
<b>Total Of Employee Processed:</b>			5					

## ATTENDANCE REPORT

05/09/2003

14:39:25

Date Range: 04/27/2003 --&gt; 05/03/2003

Employee Range: 000000001 --&gt; 000000005

Group Range: All

Department Range: All

Division Range: All

Employee Name	Group:	Date & Time	Schedule	Description
000000001 Muller, John	0001	04/28/2003 07:25:00	001	Early IN
	0001	04/28/2003 17:35:10	001	Late OUT
	0001	04/29/2003 08:05:09	001	Graced IN
	0001	04/29/2003 17:05:09	001	Rounded OUT
	0001	04/30/2003 07:55:10	001	Rounded IN
	0001	04/30/2003 17:15:09	001	Rounded OUT
	0001	05/01/2003 07:59:13	001	Rounded IN
	0001	05/02/2003 18:00:07	001	Late OUT
	0001	05/03/2003	001	UnSchedule
	0001	05/03/2003 07:55:09	001	Rounded IN
	0001	05/03/2003 17:05:07	001	Rounded OUT
000000002 Brown, Jim	0001	04/28/2003	001	Absent
	0001	04/29/2003	001	Absent
	0001	04/30/2003	001	Absent
	0001	05/01/2003	001	Absent
	0001	05/02/2003	001	Absent
000000003 Smith, Bill	0001	04/28/2003	001	Absent
	0001	04/29/2003	001	Absent
	0001	04/30/2003	001	Absent
	0001	05/01/2003	001	Absent
	0001	05/02/2003	001	Absent
000000004 Jones, Sam	0001	04/28/2003	001	Absent
	0001	04/29/2003	001	Absent
	0001	04/30/2003	001	Absent
	0001	05/02/2003	001	Absent
000000005 Goals, Ed	0001	04/28/2003	001	Absent
	0001	04/29/2003	001	Absent
	0001	04/30/2003	001	Absent
	0001	05/01/2003	001	Absent
	0001	05/02/2003	001	Absent

## ATTENDANCE COUNT REPORT

05/09/2003

14:40:07

Date Range: 04/27/2003 --&gt; 05/03/2003

Employee Range: 000000001 --&gt; 000000005

Group Range: All

Department Range: All

Division Range: All

Employee	Name		Early	Rounded	On Time	Graced	Docked	Late	Absent	Unscheduled
000000001	Muller, John	IN	1	3	1	1	0	0	0	1
		OUT	0	3	0	0	0	2		
000000002	Brown, Jim	IN	0	0	0	0	0	0	5	0
		OUT	0	0	0	0	0	0		
000000003	Smith, Bill	IN	0	0	0	0	0	0	5	0
		OUT	0	0	0	0	0	0		
000000004	Jones, Sam	IN	0	0	1	0	0	0	4	0
		OUT	0	0	0	0	0	0		
000000005	Goals, Ed	IN	0	0	0	0	0	0	5	0
		OUT	0	0	1	0	0	0		
	Global Total:	IN	0	0	0	0	0	0	5	0
		OUT	0	0	1	0	0	0		

Total Of Employee Processed: 5

## BENEFIT REPORT

Employee Range: 000000001 --> 000000005  
 Group Range: All  
 Department Range: All  
 Division Range: All

Employee	Name	Allowed	Taken	Left	Count
	Code SICK Sick Hours				
000000001	Muller, John	40.00	8.00	32.00	1
	Total by Benefit:	40.00	8.00	32.00	1
	Code VAC Vacation				
000000001	Muller, John	40.00	0.00	40.00	0
	Total by Benefit:	40.00	0.00	40.00	0
	Global Total: SICK	40.00	8.00	32.00	1
	VAC	40.00	0.00	40.00	0

Total Of Employee Processed: 5

## ACTUAL VS BUDGETED COST ANALYSIS

05/09/2003

14:44:35

Date Range: 04/27/2003 --&gt; 05/03/2003

Employee Range: 000000001 --&gt; 000000002

Group Range: All

Department Range: All

Division Range: All

Employee Name	Reg	OT1	OT2	OT3	Misc \$
<b>000000001 Muller, John</b>					
Actual	40.00	2.16	0.00	0.00	0.00
Budgeted	0.00	0.00	0.00	0.00	0.00
Scheduled	40.00	4.16	0.00	0.00	0.00
Variance Actual vs. Budgeted	40.00	2.16	0.00	0.00	0.00
Variance Actual vs. Scheduled	0.00	2.00	0.00	0.00	0.00
Variance Scheduled vs. Budgeted	40.00	4.16	0.00	0.00	0.00
<b>000000002 Brown, Jim</b>					
Actual	38.00	0.00	0.00	0.00	0.00
Budgeted	0.00	0.00	0.00	0.00	0.00
Scheduled	8.83	0.00	0.00	0.00	0.00
Variance Actual vs. Budgeted	38.00	0.00	0.00	0.00	0.00
Variance Actual vs. Scheduled	29.16	0.00	0.00	0.00	0.00
Variance Scheduled vs. Budgeted	8.83	0.00	0.00	0.00	0.00
<b>Global Total:</b>					
Actual	78.00	2.16	0.00	0.00	0.00
Budgeted	0.00	0.00	0.00	0.00	0.00
Scheduled	48.83	4.16	0.00	0.00	0.00
Variance Actual vs. Budgeted	78.00	2.16	0.00	0.00	0.00
Variance Actual vs. Scheduled	29.16	2.00	0.00	0.00	0.00
Variance Scheduled vs. Budgeted	48.83	4.16	0.00	0.00	0.00

05/09/2003

14:37:11

## DIVISION SUMMARY

**Date Range:** 04/27/2003 --> 05/03/2003  
**Employee Range:** 000000001 --> 000000005  
**Group Range:** All  
**Department Range:** All  
**Division Range:** All

Employee Name	Reg	OT1	OT2	OT3	Total
<b>Division:</b> 0000					
000000001 Muller, John	40.00	2.16	0.00	0.00	42.16
000000002 Brown, Jim	38.00	0.00	0.00	0.00	38.00
000000003 Smith, Bill	40.00	2.00	0.00	0.00	42.00
<b>Total by Division:</b>	118.00	4.16	0.00	0.00	122.16
<b>Division:</b> 0001 Acroprint A					
000000004 Jones, Sam	40.00	8.00	2.00	0.00	50.00
<b>Total by Division:</b>	40.00	8.00	2.00	0.00	50.00
<b>Division:</b> 0002 Acroprint B					
000000005 Goals, Ed	32.00	0.00	0.00	0.00	32.00
<b>Total by Division:</b>	32.00	0.00	0.00	0.00	32.00
<b>Global Total:</b>	190.00	12.16	2.00	0.00	204.16
<b>Total Of Employee Processed:</b>	5				

## EMPLOYEE DEFAULT ASSIGNMENT LIST

Printed in: Employee Number Order

Employee Range: 000000001 --&gt; 000000001

Group Range: --&gt;

Division Range: --&gt;

Date Range: 05/01/2003 --&gt; 05/30/2003

Number	Name	Lvl	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
000000001	Muller , John								
			04/27/2003	04/28/2003	04/29/2003	04/30/2003	05/01/2003	05/02/2003	05/03/2003
		0	00002	00002	00002	00002	00002	00002	00002
		1	000002	000002	000002	000002	000002	000002	000002
		2	01	01	01	01	01	01	01
		3	01	01	01	01	01	01	01
			05/04/2003	05/05/2003	05/06/2003	05/07/2003	05/08/2003	05/09/2003	05/10/2003
		0	00002	00002	00002	00002	00002	00002	00002
		1	000002	000002	000002	000002	000002	000002	000002
		2	01	01	01	01	01	01	01
		3	01	01	01	01	01	01	01
			05/11/2003	05/12/2003	05/13/2003	05/14/2003	05/15/2003	05/16/2003	05/17/2003
		0	00002	00002	00002	00002	00002	00002	00002
		1	000002	000002	000002	000002	000002	000002	000002
		2	01	01	01	01	01	01	01
		3	01	01	01	01	01	01	01
			05/18/2003	05/19/2003	05/20/2003	05/21/2003	05/22/2003	05/23/2003	05/24/2003
		0	00002	00002	00002	00002	00002	00002	00002
		1	000002	000002	000002	000002	000002	000002	000002
		2	01	01	01	01	01	01	01
		3	01	01	01	01	01	01	01
			05/25/2003	05/26/2003	05/27/2003	05/28/2003	05/29/2003	05/30/2003	05/31/2003
		0	00002	00002	00002	00002	00002	00002	00002
		1	000002	000002	000002	000002	000002	000002	000002
		2	01	01	01	01	01	01	01
		3	01	01	01	01	01	01	01

Total Employees: 0

## WAGE ASSIGNMENT LIST

Sorted by: Employee Number Order:

Group Number Range: --&gt;

Date: 04/28/2003

Number	Name	As Assigned				As Defined				
		Use	Wage	Use	Piece	Use	Wage	Use	Piece	
000000001	Muller , John									
	<b>Department</b>	00002	N	25.00	N	0.00	N	0.00	N	0.00
	<b>Job</b>	000002	N	0.00	N	0.00	N	0.00	N	0.00
	<b>Step</b>	01	N	0.00	N	0.00	N	0.00	N	0.00
	<b>Operation</b>	01	N	25.00	N	0.00	N	0.00	N	0.00
000000002	Brown , Jim									
	<b>Department</b>	00001	N	30.00	N	0.00	N	0.00	N	0.00
	<b>Job</b>	000003	N	0.00	N	0.00	N	0.00	N	0.00
	<b>Step</b>	02	N	0.00	N	0.00	N	0.00	N	0.00
	<b>Operation</b>	03	N	30.00	N	0.00	N	0.00	N	0.00
000000003	Smith , Bill									
	<b>Department</b>	00003	N	35.00	N	0.00	N	0.00	N	0.00
	<b>Job</b>	000001	N	0.00	N	0.00	N	0.00	N	0.00
	<b>Step</b>	01	N	0.00	N	0.00	N	0.00	N	0.00
	<b>Operation</b>	02	N	35.00	N	0.00	N	0.00	N	0.00
000000004	Jones , Sam									
	<b>Department</b>	00003	N	40.00	N	0.00	N	0.00	N	0.00
	<b>Job</b>	000004	N	0.00	N	0.00	N	0.00	N	0.00
	<b>Step</b>	02	N	0.00	N	0.00	N	0.00	N	0.00
	<b>Operation</b>	03	N	40.00	N	0.00	N	0.00	N	0.00
000000005	Goals , Ed									
	<b>Department</b>	00002	N	50.00	N	0.00	N	0.00	N	0.00
	<b>Job</b>	000001	N	0.00	N	0.00	N	0.00	N	0.00
	<b>Step</b>	02	N	0.00	N	0.00	N	0.00	N	0.00
	<b>Operation</b>	02	N	50.00	N	0.00	N	0.00	N	0.00

Total Employee(s): 5

05/09/2003

14:34:30

## GROUP WAGE SUMMARY

Date Range: 04/27/2003 --&gt; 05/03/2003

Employee Range: 000000002 --&gt; 000000005

Group Range: All

Department Range: All

Division Range: All

Employee	Name	Sch / Wage	Reg	OT1	OT2	OT3	Total	Dollars
<b>Group:</b>	0001	Sales						
000000002	Brown, Jim	001	38.00	0.00	0.00	0.00	38.00	0.00
			30.00	1140.00	0.00	0.00	1140.00	0.00
000000003	Smith, Bill	001	40.00	2.00	0.00	0.00	42.00	0.00
			35.00	1400.00	105.00	0.00	1505.00	0.00
000000004	Jones, Sam	001	40.00	8.00	2.00	0.00	50.00	0.00
			40.00	1600.00	480.00	160.00	2240.00	0.00
000000005	Goals, Ed	001	32.00	0.00	0.00	0.00	32.00	0.00
			50.00	1600.00	0.00	0.00	1600.00	0.00
	<b>Total by Group:</b>		150.00	10.00	2.00	0.00	162.00	0.00
			5740.00	585.00	160.00	0.00	6485.00	0.00
	<b>Global Total:</b>		150.00	10.00	2.00	0.00	162.00	0.00
			5740.00	585.00	160.00	0.00	6485.00	0.00

Total Of Employee Processed: 4

## REPORT PUNCH INTERVAL EXCEPTIONS

05/09/2003

15:49:49

**Date Range:** 04/27/2003 --> 05/03/2003  
**Employee Range:** 000000001 --> 000000005  
**Group Range:** All  
**Department Range:** All  
**Division Range:** All

Employee	Name	Date	Time	Type	Interval	Start	Stop	Sch
000000001	Muller, John	04/30/2003	07:55	IN	1	07:30	07:59	001
000000001	Muller, John	05/03/2003	07:55	IN	1	07:30	07:59	001
000000001	Muller, John	04/29/2003	08:05	IN	2	08:01	09:00	001
000000001	Muller, John	04/28/2003	17:35	OT	3	17:30	19:00	001
000000001	Muller, John	05/02/2003	18:00	OT	3	17:30	19:00	001

**Global Total:** 5 **Exceptions**

REPORT CONSECUTIVE HOURS EXCEPTIONS

05/09/2003

15:51:36

**Date Range:** 04/27/2003 --> 05/03/2003  
**Employee Range:** 000000001 --> 000000001  
**Group Range:** All  
**Department Range:** All  
**Division Range:** All

Employee	Name	Date	End		Hours Worked	
000000001	Muller, John	04/28/2003	17:35	9	Hrs	10 Mins
000000001	Muller, John	05/02/2003	18:00	9	Hrs	0 Mins

Global Total: 2 Exceptions

## REPORT CONSECUTIVE HOURS EXCEPTIONS

05/09/2003

15:51:36

**Date Range:** 04/27/2003 --> 05/03/2003  
**Employee Range:** 000000001 --> 000000001  
**Group Range:** All  
**Department Range:** All  
**Division Range:** All

<b>Employee</b>	<b>Name</b>	<b>Date</b>	<b>End</b>		<b>Hours Worked</b>	
000000001	Muller, John	04/28/2003	17:35	9	<b>Hrs</b>	10 <b>Mins</b>
000000001	Muller, John	05/02/2003	18:00	9	<b>Hrs</b>	0 <b>Mins</b>

**Global Total:** 2 **Exceptions**

## SHIFT REPORT

05/09/2003

14:26:14

Date Range: 04/28/2003 --&gt; 04/28/2003

Employee Range: 000000001 --&gt; 000000005

Group Range: All

Department Range: All

Division Range: All

Employee	Name	Reg	OT1	OT2	OT3	Total
<b>Shift: 0</b>						
000000001	Muller, John	0.58	0.00	0.00	0.00	0.58
<b>Total by Shift:</b>		0.58	0.00	0.00	0.00	0.58
<b>Shift: 1</b>						
		8.58	0.00	0.00	0.00	8.58
000000002	Brown, Jim	38.00	0.00	0.00	0.00	38.00
000000003	Smith, Bill	40.00	2.00	0.00	0.00	42.00
000000004	Jones, Sam	40.00	8.00	2.00	0.00	50.00
000000005	Goals, Ed	32.00	0.00	0.00	0.00	32.00
<b>Total by Shift:</b>		158.58	10.00	2.00	0.00	170.58
<b>Global Total:</b>		159.16	10.00	2.00	0.00	171.16
<b>Total Of Employee Processed:</b>		6				

ACROPRINT TIME RECORDER COMPANY

# Pendulum System List Sample Reports

---

© Acroprint Time Recorder Company  
5640 Departure Drive, Raleigh, NC 27616  
Phone 919.872.5800 • Fax 919.872.0720  
[www.acroprint.com](http://www.acroprint.com)  
[sales@acroprint.com](mailto:sales@acroprint.com)

## Employee LIST

Sorted By: Number

Employee Range: --&gt;

Number Badge Comments	Name Address City	Status State	Home Zip	Group	Hire date Phone	Fiscal date Social Security #
000000001 00001 Birthday Jan 1	Muller , John 5640 Departure Drive Raleigh	1 NC	0000 27604	0001	01/01/2003 123-45-6789 919-872-5800	01/01/2003
000000002 00002 Cannot work on Sunday	Brown , Jim 5640 Departure Drive Raleigh	1 NC	0000 27616	0001	01/01/2003 123-45-6789 919-872-5800	01/01/2003
000000003 00003 Had car problems on May 1, 2003	Smith , Bill 5640 Departure Drive Raleigh	1 NC	0000 27616	0001	01/01/2003 111-11-1111 919-872-5800	01/01/2003
000000004 00004	Jones , Sam 5640 Departure Drive Raleigh	1 NC	0001 Suite 100 27616	0001	01/01/2003 222-22-2222 919-872-5800	01/01/2003
000000005 00005 VAC July 4th Weekend	Goals , Ed 5640 Departure Drive Raleigh	1 NC	0002 27616	0001	01/01/2003 333-33-3333 919-872-5800	01/01/2003

Total of Employee 5

## CATEGORY LIST

Sorted by: Category Code

Category Range: BRK --&gt; VAC

Code	Name	Miscellaneous						
		Overrides	Absence	Paid	Export	BeOT	Post	Clear
BRK	Break	Y		Y	Y	Y	N	N
HOL	Holiday	Y		Y	Y	Y	N	N
LNCH	Lunch	Y		Y	Y	Y	N	N
OTHR	Other time	Y		Y	Y	Y	N	N
PERS	Personal	Y		Y	Y	Y	N	N
PRD1	Pay Per Diem 1	Y		Y	Y	Y	N	N
PRD2	Pay Per Diem 2	Y		Y	Y	Y	N	N
REG	Regular	Y		Y	Y	Y	N	N
SICK	Sick Hours	Y		Y	Y	Y	N	N
TIP1	Tip 1	Y		Y	Y	Y	N	N
TIP2	Tip 2	Y		Y	Y	Y	N	N
VAC	Vacation	Y		Y	Y	Y	N	N

Total Category(ies): 12

## CLOCKS LIST

Sorted By: Clock Id

Clocks Range: 1 --&gt; 3

Clock Id	Name	Terminal #	Modem Line	Division	Comm.	Port	Profile	Access	Bells
1	Front Door	1			2	2	1	N	0000001
2	Back Door	2			1	2		N	
3	Break Room	3			1	2		N	

Total Clocks in List: 3

## COMPANY SETUP INFORMATION

Name: ACROPRINT TIME RECORDER CO

Address: 5604 Departure Drive

City: Raleigh

State: NC

Zip Code: 27616

Phone: 919-872-5800

Use Wages	Y	Nomenclature	Type	Len	Max
Divisions	Y	Employee	N	9	
Badge:	Y	Schedule	N	3	
Daylight Savings	Y	Badge	N	5	5
Report Exceptions	Y	Department	N	5	
Swipe & Go Employee Badge Number:	N	Job	N	6	
Temporary Employees	Y	Step	N	2	
Bell Schedules	Y	Operation	N	2	
Access Control	Y				
Passwords	Y				
3rd Party Exports	Y				
Military Time	Y				
Tip Reporting	Y				
Forecast Reporting	Y				
Fixed Shifts	Y				
Show Inactive on Search	Y				
First Day of the Week #:	1				

Function Key Operation Ignore Duplicate 2 Minutes

Ignore Opposing 2 Minutes

Pay Period	Start	Start Zone	Days	Next
Weekly	01/05/2003	01:00	7	N
BiWeekly	01/01/2000	01:00	14	N
SemiMonthly	01/01/2000	01:00	15	N
Monthly	01/01/2000	01:00	30	N
Other	01/01/2000	01:00	10	N

## DEPARTMENT LIST

Sorted by: Number

Range: 00001 --&gt; 00003

Code	Name	Active	Hourly		Pieces		Validate	Budgeted Hours	Budgeted Dollars	
			Use	Wage	Use	Wage				
00001	Shipping	Y	N	0.00	N	0.00	N	0.00	0.00	
00002	Sales	Y	N	0.00	N	0.00	N	0.00	0.00	
00003	Production	Y	N	0.00	N	0.00	N	0.00	0.00	
		<b>Total :</b>	3							

GROUPS LIST

Group Range: 0001 --> 0004

Group	Description
0001	Sales
0002	Production
0003	Shipping
0004	Non-Exempt
<b>Total Groups: 4</b>	

## DIVISION LIST

Division Range: 0001 --&gt; 0002

Division	Name	Pay Period	Start Date	Start Time	Days	Next
0001	Acroprint A					
		<b>Weekly</b>	01/01/1999		7	N
		<b>BiWeekly</b>	01/01/1999		14	N
		<b>SemiMonthly</b>	01/01/1999		17	N
		<b>Monthly</b>	01/01/1999		31	N
		<b>Other</b>	/ /		0	N
0002	Acroprint B					
		<b>Weekly</b>	01/01/1999		7	N
		<b>BiWeekly</b>	01/01/1999		14	N
		<b>SemiMonthly</b>	01/01/1999		17	N
		<b>Monthly</b>	01/01/1999		31	N
		<b>Other</b>	/ /		0	N

Total Divisions: 2

## EMPLOYEE BADGE LIST

Sorted by:

Employee Number Range:

Group Number Range:

Invalid Badge(s) Only

Number	Name	Badge Number	Valid	Group
000000001	Muller, John	00001	Yes	0001
000000002	Brown, Jim	00002	Yes	0001
000000003	Smith, Bill	00003	Yes	0001
000000004	Jones, Sam	00004	Yes	0001
000000005	Goals, Ed	00005	Yes	0001

Total Employee/Badge Assignment(s): 5

## WAGE ASSIGNMENT LIST

Sorted by: Employee Number Order:

Group Number Range: 000000001 --&gt; 000000005

Date: 04/28/2003

Number	Name	As Assigned				As Defined				
		Use	Wage	Use	Piece	Use	Wage	Use	Piece	
000000001	Muller , John									
	<b>Department</b>	00002	N	25.00	N	0.00	N	0.00	N	0.00
	<b>Job</b>	000002	N	0.00	N	0.00	N	0.00	N	0.00
	<b>Step</b>	01	N	0.00	N	0.00	N	0.00	N	0.00
	<b>Operation</b>	01	N	25.00	N	0.00	N	0.00	N	0.00
000000002	Brown , Jim									
	<b>Department</b>	00001	N	30.00	N	0.00	N	0.00	N	0.00
	<b>Job</b>	000003	N	0.00	N	0.00	N	0.00	N	0.00
	<b>Step</b>	02	N	0.00	N	0.00	N	0.00	N	0.00
	<b>Operation</b>	03	N	30.00	N	0.00	N	0.00	N	0.00
000000003	Smith , Bill									
	<b>Department</b>	00003	N	35.00	N	0.00	N	0.00	N	0.00
	<b>Job</b>	000001	N	0.00	N	0.00	N	0.00	N	0.00
	<b>Step</b>	01	N	0.00	N	0.00	N	0.00	N	0.00
	<b>Operation</b>	02	N	35.00	N	0.00	N	0.00	N	0.00
000000004	Jones , Sam									
	<b>Department</b>	00003	N	40.00	N	0.00	N	0.00	N	0.00
	<b>Job</b>	000004	N	0.00	N	0.00	N	0.00	N	0.00
	<b>Step</b>	02	N	0.00	N	0.00	N	0.00	N	0.00
	<b>Operation</b>	03	N	40.00	N	0.00	N	0.00	N	0.00
000000005	Goals , Ed									
	<b>Department</b>	00002	N	50.00	N	0.00	N	0.00	N	0.00
	<b>Job</b>	000001	N	0.00	N	0.00	N	0.00	N	0.00
	<b>Step</b>	02	N	0.00	N	0.00	N	0.00	N	0.00
	<b>Operation</b>	02	N	50.00	N	0.00	N	0.00	N	0.00

Total Employee(s): 5

Holiday Date List

Date Range: 01/01/2003 --> 02/01/2004

Holiday Date	Name
01/01/2003	New Years Day
05/26/2003	Memorial Day
07/04/2003	Independence Day
11/25/2003	Thanksgiving
12/25/2003	Christmas Day
01/01/2004	New Years Day

**Total Holiday Dates: 6**

Schedule LIST

Range: 001 --> 001  
 Number: 001 test  
 Company Division: 0000  
 Frequency: Weekly  
 Start Date: 01/05/2003 Sunday  
 Day Change: 01:00  
 Move NONE  
 punches To the Next Day Starting At: 22:00

Use Time Rounding: No  
 Automatic Deducts: Elapsed  
 Break Punches: No  
 Lunch Punches: Yes  
 Pay Overtime: Yes  
 Pay Non-Worked Holidays: No  
 Pay Per Diem: No  
 Fixed Shift Window: Yes  
 Swipe & Go: No  
 IN/OUT On Service: No  
 Auto OUT at Period End: No

Punch Defaults.

Link Back: SG,OT,IB,OB,IL,OL  
 Punches to previous punch within: 04:00  
 Missed-Out Punch Limit. (hhmm): 18:00  
 Will Default to (hhmm): 00:00

Automatic Deduction Parameters

Punch Break/Lunch Parameters

#1 after elapsed time 06:00  
 amount of time to 60  
 #2 after elapsed time 00:00  
 amount of time to 0  
 #3 after elapsed time 00:00  
 amount of time to 0

Lunch Duration..... (mm): 60  
 Minimum..... (mm): 16  
 Maximum..... (mm): 70  
 Grace..... (mm): 0  
 Paid..... No  
 Min. work time.....(hhmm): 04:00  
 Maximum allowed.... (mm): 1

Over Time Parameters

#1 Pay rate multiplier: 1.50	OT cycle: Weekly	Force OT for IN Punches between:
daily limit (hhmm): 00:00	period limit (hhmm): 040:00	and: at OT level: 0
#2 Pay rate multiplier: 2.00	OT cycle: Weekly	OT by day-of-the-week: Sunday-Saturday
daily limit (hhmm): 00:00	period limit (hhmm): 048:00	Force Over-time
#3 Pay rate multiplier: 0.00	OT cycle: Weekly	at OT level:
daily limit (hhmm): 00:00	period limit (hhmm): 000:00	keep OT level over day change:
	OT outside defined shifts: No	at level:
	7Th Day Consecutive Daily Threshold:	
	7Th Day at level:	

Fixed Shift and Time Rounding

Shift	Start	Cut-Off	Stop	Pay	math :	
#1	08:00	17:00	17:00	No	*	0.0000
#2	00:00	00:00	00:00	No	+	0.0000
#3	00:00	00:00	00:00	No	*	0.0000

Late Arrival IN-Punch Grace 5 Early Departure OUT-Punch 0  
 Early Arrival Round Forward 30 Late Departure Round Back 30  
 Late Arrival Dock Forward 15 Early Departure Dock Back 15

Shift IN/OUT Punch Rounding (Outside of Start/Stop

Range: 001 --> 001

Holiday Parameters for Paying Non-Worked

Pay-rate multiplier if Holiday is worked: 0

Exception Report Parameters

Consecutive hours worked (hhmm):

Over Time hours worked (hhmm): 00:01

Exception intervals #1 #2 #3 #4 #5 #6 #7 #8

Punch type: 0 0 0 0 0 0 0 0

Start (hhmm):

Stop (hhmm):

## TRANSACTIONS REPORT

Employee Range: 000000001 --&gt; 000000001

Date Range: 04/28/2003 --&gt; 05/03/2003

Employee	Name	Badge	Val	Date	Time	Clk Id	Div	Sup	Src	Clocked	Changed	Chgs	Function
000000001	Muller, John												
		00001	Yes	04/28/2003	07:25	1		No	S	Yes	No	0	Clock IN
		00001	Yes	04/28/2003	10:00	1		No	S	Yes	No	0	Lvl Chg L0 00003
		00001	Yes	04/28/2003	17:35	1		No	S	Yes	No	0	Clock OUT
		00001	Yes	04/29/2003	08:05	1		No	S	Yes	No	0	Clock IN
		00001	Yes	04/29/2003	17:05	1		No	S	Yes	No	0	Clock OUT
		00001	Yes	04/30/2003	07:55	1		No	S	Yes	No	0	Clock IN
		00001	Yes	04/30/2003	12:00	1		No	M	No	No	0	OUT for Lunch
		00001	Yes	04/30/2003	13:00	1		No	M	No	No	0	IN from Lunch
		00001	Yes	04/30/2003	17:15	1		No	S	Yes	No	0	Clock OUT
		00001	Yes	05/01/2003	07:59	1		No	S	Yes	No	0	Clock IN
		00001	Yes	05/02/2003	08:00	1		No	S	Yes	No	0	Clock IN
		00001	Yes	05/02/2003	18:00	1		No	S	Yes	No	0	Clock OUT
		00001	Yes	05/03/2003	07:55	1		No	S	Yes	No	0	Clock IN
		00001	Yes	05/03/2003	17:05	1		No	S	Yes	No	0	Clock OUT
<b>Total by Employee:</b>				<b>14</b>									

ACROPRINT TIME RECORDER COMPANY

# Pendulum Payroll Exports

---

© Acroprint Time Recorder Company  
5640 Departure Drive, Raleigh, NC 27616  
Phone 919.872.5800 • Fax 919.872.0720  
[www.acroprint.com](http://www.acroprint.com)  
[sales@acroprint.com](mailto:sales@acroprint.com)

generic export.EXP

00000,0000000001,0000000001,0000000002,19,00800  
 00000,0000000001,0000000001,0000000002,12,00800  
 00000,0000000001,0000000001,0000000002,18,01600  
 00000,0000000001,0000000001,0000000002,20,00800  
 00000,0000000002,0000000001,0000000001,12,04000  
 00000,0000000003,0000000001,0000000003,20,04000  
 00001,0000000004,0000000001,0000000003,18,04000  
 00002,0000000005,0000000001,0000000002,13,00800  
 00002,0000000005,0000000001,0000000002,14,00200  
 00002,0000000005,0000000001,0000000002,12,04000

FILE LAYOUT

Field #	Description	Number of characters
1	Employee Home Division	5
2	Employee Number	10
3	Schedule Number	10
4	Department	10
5	Category Field Code	2
6	Hours (XXXYY)	5

XXX in Hours

YY in Hundredths of minutes

Category Field Code is referencing Codes assigned to categories similar to ADP field codes.

export time card.txt

Export Time Card Data

0000	000000001	0001	00002	000002	01	01	001	NM0	VAC
	8.0020030512	08:00N	0	0YN*	0.00				
0000	000000001	0001	00002	000002	01	01	001	NM0	SICK
	8.0020030513	08:00N	0	0YN*	0.00				
0000	000000001	0001	00002	000002	01	01	001	NM0	PERS
	8.0020030514	08:00N	0	0YN*	0.00				
0000	000000001	0001	00002	000002	01	01	001	NM0	SICK
	8.0020030515	08:00N	0	0YN*	0.00				
0000	000000001	0001	00002	000002	01	01	001	NR0	REG
	8.0020030516	08:00N	0	0YN*	0.00				
0000	000000002	0001	00001	000003	02	03	001	NR0	REG
	40.0020030512	08:00N	0	0YN*	0.00				
0000	000000003	0001	00003	000001	01	02	001	NM0	VAC
	40.0020030512	08:00N	0	0YN*	0.00				
0001	000000004	0001	00003	000004	02	03	001	NM0	SICK
	40.0020030512	08:00N	0	0YN*	0.00				
0002	000000005	0001	00002	000001	02	02	001	NR0	REG
	40.0020030512	08:00N	0	0YN*	0.00				
0002	000000005	0001	00002	000001	02	02	001	NR1	REG
	8.0020030512	08:00N	0	0YN*	0.00				
0002	000000005	0001	00002	000001	02	02	001	NR2	REG
	2.0020030512	08:00N	0	0YN*	0.00				

EXPORT RECORD LAYOUT

CCCCEEEEEEEEEGGGGGGGGGG00000000011111111122222222223333333333  
 PPPPPPPPPWAHTICCCCTTTTTTYYYMMDDHHH:MMQAAAAAAAAARRRRRRRRRRRDPX  
 RRRRRR

FIELD	LENGTH	DESCRIPTION
C	4	DIVISION NUMBER
E	10	EMPLOYEE NUMBER
G	10	GROUP NUMBER
0	10	LEVEL 0 NUMBER
1	10	LEVEL 1 NUMBER
2	10	LEVEL 2 NUMBER
3	10	LEVEL 3 NUMBER
P	10	SCHEDULE NUMBER
W	1	SHIFT NUMBER CURRENTLY WORKING
A	1	SHFIT NUMBER ASSIGNED
H	1	HOLIDAY Y FOR YES, N FOR NO
T	1	R-REG, H-HOL, M-MISC, L-LUNCH, B-BREAK
I	1	0 REG, 1-OT1, 2-OT2, 3-OT3
C	4	CATEGORY CODE
T	8	HOURS (TEXT FORM)
Y	4	YEAR
M	2	MONTH
D	2	DAY
H	3	HOURS
:	1	ALWAYS A COLON (:)
M	2	MINUTE
Q	1	CONTAINS QUANTITIES Y FOR YES, N FOR NO
A	10	QUANTITY ACCEPTED
R	10	QUANTITY REJECTED
P	1	IS THIS RECORD PAID (Y) OR UNPAID (N)
D	1	SHIFT DIFFERENTIAL Y FOR YES, N FOR NO
X	1	MULTIPLER
R	6	RATE OF MULTIPLIER TO INCLUDE A DECIMAL POINT

EACH RECORD IN THE EXPORT FILE IS 135 BYTES PLUS <CR> <LF> OR A TOTAL RECORD LENGTH 137 BYTES

05/20/2003

08:36:02

## Adp Export Report

Date Range: 05/11/2003 --> 05/17/2003  
Employee Range: 000000001 --> 000000005  
Group Range: All  
Department Range: All  
Division Range: All

Employee	Adp Number	Name	Field	Field Code	Total
000000001		Muller, John	012		8.00
			018		16.00
			019		8.00
			020		8.00
000000002		Brown, Jim	012		40.00
000000003		Smith, Bill	020		40.00
000000004		Jones, Sam	018		40.00
000000005		Goals, Ed	012		40.00
			013		8.00
			014		2.00
					210.00

Date Range: 05/11/2003 --> 05/17/2003  
 Employee Range: 000000001 --> 000000005  
 Group Range: All  
 Department Range: All  
 Division Range: All

Employee	Adp Number	Name	Export Code	Total
000000001	000001	Muller, John	reg	8.00
			vac	8.00
			per	8.00
			sic	16.00
			<b>Employee Total</b>	40.00
000000002	000002	Brown, Jim	reg	40.00
			<b>Employee Total</b>	40.00
000000003	000003	Smith, Bill	vac	40.00
			<b>Employee Total</b>	40.00
000000004	000004	Jones, Sam	sic	40.00
			<b>Employee Total</b>	40.00
000000005	000005	Goals, Ed	reg	40.00
			ot1	10.00
			<b>Employee Total</b>	50.00
			<b>Report Total</b>	210.00

paychex.exp

00000IM0005		0010001222		005ACROPRINT	TIME	RECORDER	CO		00620030520				
01E030001		E04C		E0501		E0601		E09R1		E0A8.00		E0C8.00	
01E030001		E04C		E0501		E0602		E09SI		E0A16.00		E0C0.00	
01E030001		E04C		E0501		E0602		E09VA		E0A8.00		E0C0.00	
01E030002		E04C		E0501		E0601		E09R1		E0A40.00		E0C0.00	
01E030003		E04C		E0501		E0601		E09R1		E0A0.00		E0C0.00	
01E030003		E04C		E0501		E0602		E09VA		E0A40.00		E0C0.00	
01E030004		E04C		E0501		E0601		E09R1		E0A0.00		E0C0.00	
01E030004		E04C		E0501		E0602		E09SI		E0A40.00		E0C0.00	
01E030005		E04C		E0501		E0601		E09R1		E0A50.00		E0C0.00	
FF05B0011		05C0071		05D0005		05E0009							

## Paylink for Windows

1	1	2	8	16
2	1	1		
3	1	3	40	
4	1	3		40
5	1	2		

HPTA1000105/20/03Acroprint ATR9800 T&A System N05/17/03  
D000001 000800000000000160040 00002 001  
D000001 000000000000000080020 00002 001  
D000002 0040000000000000000 00001 001  
D000003 000000000000000400020 00003 001  
D000004 000000000000000400040 00003 001  
D000005 0040000100000000000 00002 001

Date Range: 05/11/2003 --> 05/17/2003  
 Employee Range: 000000001 --> 000000005  
 Group Range: All  
 Department Range: All  
 Division Range: All

Employee	Adp Number	Name	Export Code	Total
000000001	000001	Muller, John	reg	8.00
			vac	8.00
			per	8.00
			sic	16.00
			<b>Employee Total</b>	40.00
000000002	000002	Brown, Jim	reg	40.00
			<b>Employee Total</b>	40.00
000000003	000003	Smith, Bill	vac	40.00
			<b>Employee Total</b>	40.00
000000004	000004	Jones, Sam	sic	40.00
			<b>Employee Total</b>	40.00
000000005	000005	Goals, Ed	reg	40.00
			ot1	10.00
			<b>Employee Total</b>	50.00
			<b>Report Total</b>	210.00

1	Preview for windows_TA.TXT E20	8.00
1	E40	8.00
1	E40	8.00
1	E12	8.00
2	E12	40.00
3	E20	40.00
4	E40	40.00
5	E12	40.00

# PEACHTREE ACCOUNTING EXPORT

0	1	1	5/12/2003	FALSE	Worked	3	2	FALSE	1	8:00	ATHours
0	1	2	5/13/2003	FALSE	Worked	3	2	FALSE	1	8:00	ATHours
0	1	3	5/15/2003	FALSE	Worked	3	2	FALSE	1	8:00	ATHours
0	1	4	5/16/2003	FALSE	Worked	3	1	FALSE	1	8:00	ATHours
0	2	5	5/12/2003	FALSE	Worked	3	1	FALSE	1	40:00:00	ATHours
0	3	6	5/12/2003	FALSE	Worked	3	2	FALSE	1	40:00:00	ATHours
0	4	7	5/12/2003	FALSE	Worked	3	2	FALSE	1	40:00:00	ATHours
0	5	8	5/12/2003	FALSE	Worked	3	1	FALSE	1	40:00:00	ATHours
0	5	9	5/12/2003	FALSE	Worked	3	2	FALSE	1	10:00	ATHours