

touchstation™

Track employee  
time and attendance with the  
**touch of a finger.**



## TouchStation is the perfect solution for any office environment.

TouchStation is a state-of-the-art biometric system that uses fingerprint technology to instantly identify employees and eliminate costly buddy punching. Designed for small businesses with up to 50 employees (expandable to 150\*). Latham's TouchStation time and attendance system automatically calculates total worked hours including overtime. Employees punch in and out at the terminal with the touch of a finger. A large display and internal beeper provide employees instant feedback of their in/out status.

*\*Requires additional hardware and software sold separately.*



TouchStation connects to the host computer through a 6 ft. plug-n-play USB cable which also provides power to the unit.



Employees simply touch the finger sensor to clock in and out. No more badges, time cards, or paper time sheets.



A large display shows the current time, each employee's in/out status and their total worked hours.



The light bar above the display glows green if the punch was accepted or red if it was denied.



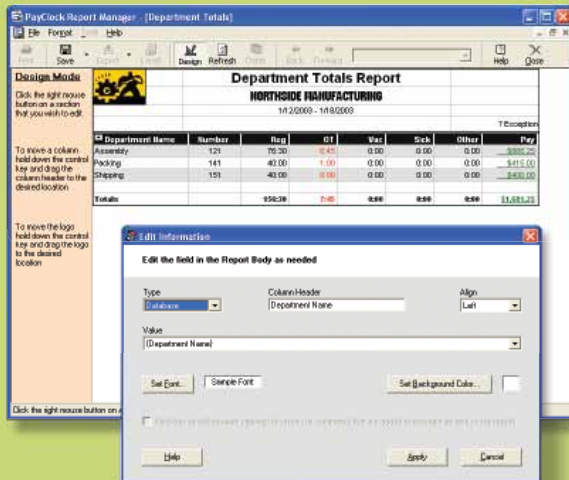
TouchStation's Finger Template Management Wizard walks you step by step through fingerprint enrollment for each employee.



Includes easy-to-use PayClock EZ software that automatically calculates worked hours including overtime.

# Complete touch to paycheck system!

The TouchStation Biometric Time System uses a touch sensor that stores up to 50 individual fingerprints. It connects directly to your computer and comes with Lathem's PayClock®EZ software, which automatically calculates worked hours, including overtime, tracks sick and vacation time and provides 22 informative time and labor reports. The TouchStation system exports hours directly from the PayClock®EZ software to most major payroll providers such as ADP® and Paychex®, including seamless integration with the latest QuickBooks® accounting products for a true "touch-to-paycheck" solution.



**Report Manager** - EZ Report Manager allows you to run customized reports, export data, print, save, and email reports. You also have the ability to customize your reports by changing the fonts, changing how columns sort, adding-deleting-resizing-moving columns, and changing the data that appears in the report.

## STANDARD REPORTS

### Payroll Reports

- Department Totals
- Employee Details
- Employee Timecard
- Employee Totals
- Period Totals

### Employee List Reports

- Employee Emergency Contact
- Employee Information
- Employee Pay Rate
- Employee Personal
- TouchStation Information

### Attendance Reports

- Employee Absentee
- Employee Attendance
- Employee Monthly Activity
- Employee Non-Work Exception
- Future Non-Work
- Missing Punch

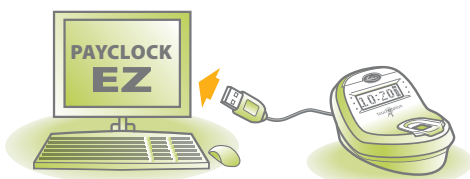
### Schedule Reports

- Employee Schedule
- Weekly Schedule

### Administrator Reports

- Fingerprint Enrollment
- Access Profile Report
- User Setup Report

### Install on a single computer



Devices connect to computer via built in USB cable.

### Install TouchStation device across local area network



Local area network

### Optionally add additional TouchStation devices across local area network



Local area network

**TouchStation TS100 Terminals**  
Support up to 50 fingerprints each

**Remote Finger Sensors**  
Support up to 5 fingerprints each

## SYSTEM FEATURES

- One touch operation instantly identifies employees using their fingerprint eliminating costly "buddy punching".
- No need to purchase, maintain or replace time sheets, time cards or employee badges.
- Self-contained design allows employees to punch in and out without directly accessing the host computer.
- Large LED light bar provides employees with instant good (green) or bad (red) punch indication.
- Internal beeper provides audible indication of good or bad punches.
- While idle, the backlit liquid crystal display shows the current time and date in large easy to read characters.
- Each employee's name, in/out status, and total hours for the pay period are displayed after each successful punch.
- Provides support for 50 employees and 50 departments and can be expanded to 150 employees as your company grows.
- Automatically calculates Regular hours and two levels of Overtime to the exact minute or rounded to the nearest quarter or tenth of an hour.
- Supports virtually all weekly, biweekly, semimonthly and monthly pay periods.
- Manage Sick, Vacation, Personal and Other time off and apply Holiday time globally or to selected employees.

## PAYROLL INTERFACES

QuickBooks Pro / Premier / Enterprise, ADP PC Payroll, Paychex Paylink, Preview, Payroll One, Rapid Payroll, Dynacom Accounting 2003, Fortune 1000, Progressive Payroll, Simply Accounting Pro, Complete Payroll, Paywork Payroll, ASCII Employee List  
*Custom payroll interfaces available.*

## SYSTEM REQUIREMENTS

- Windows 2000, Windows XP Professional, Windows XP Home Edition
- Available USB port (USB 1.1 compliant) supplying 500mA
- 300 Mhz Intel Pentium processor (Pentium II 900 MHz recommended)
- 128 MB of RAM (256 MB recommended)
- 200 MB of free hard disk space (500 MB of free hard disk space recommended)
- 256 Color 800x600 or higher resolution display
- 4x or faster CD-ROM
- Internet Explorer 5.0 or Higher

## ACCESSORIES



**Additional TS100 Terminals**  
3.8"h x 5.9"w x 7.6"d 2 lbs.



**Remote Finger Sensors**  
1"h x 2"w x 2.8"d .25 lbs.



**16' USB Extension Cable**



**150' Super USB Extender**



Lathem Time • Atlanta, Georgia USA • [www.lathem.com](http://www.lathem.com)