

# **TIMETRAX Elite Prox Proximity Time Clock System User Guide**

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Elite prox TTPROXEK Proximity Time Clock System- Ethernet







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## Elite Prox Proximity Time Clock System

#### A speedy start to the work day.

The TTPROXEK Proximity Time Clock System simplifies and automates employee time and attendance processing. The system uses RFID proximity badges to instantly record employee punches. Keypad enables optional supervisor-approved pin number entry. Manages weekly, bi-weekly, semi-monthly, or monthly pay periods. Includes TimeTrax™ time and attendance software download and 15 proximity badges. Edit employee time cards and run reports, including Time Card, Attendance, Employee Punch,

Detail Payroll, Employee Detail, Hourly Summary and Employee Seniority reports. Automatically calculates employee hours, overtime and holiday hours. Creates export files for most major payroll provider, including ADP, Fidelity® Heartland ®. Directly syncs with Quickbooks ®, and PayChex Preview ®. Simple to setup and easy to expand with employee upgrade packages, additional

- Reads Radio Frequency Indentification (RFID) proximity badge and key fobs
- Audible beep and card number screen display confirms successful employee punch
- Eliminates need for paper time sheets or time cards
- Includes TimeTrax<sup>™</sup> time and attendance software
- · Automatically downloads employee punches to PC software
- Accommodates unlimited employees with Employee Upgrades and additional Proximity Badges 1
- Enables employee time card editing
- · Features payroll reports
- Manages weekly, bi-weekly, semi-monthly or

TTPROXEK kit includes terminal, 50-employee software package & 15 proximity badges. Employee software upgrades, key fobs,RJ45 cable, UL power supply, additional proximity badges & terminals sold separately.



SPE (Savings Per Employee): Average Annual Savings of \$2,388 per employee based on 18 minutes saved per day @ US Dept. of Labor 2012 Average Hourly Wage including Benefits.

- TimeTrax<sup>™</sup> software enables flexible payroll management, reporting & exporting to most major payroll providers
- Flexible payroll period options (weekly, bi-weekly, semimonthly & monthly)
- Holiday & bonus hours for global or select employee groups
- Ethernet connectivity enables multiple time clock stations & ability to mix/match terminals (same time zone, same network)
- Care free automatic reset for short months, leap year & daylight saving time
- Internal battery backup safeguards data & settings for up to 7 days without power
- USB port on the clock to download punches via a flashdrive if necessary
- 1-Year manufacturer's limited warranty & 90 day free software support. Extended service/support & hardware warranty available

## **SPECIFICATIONS**

Part#	TTPROXEK
Size (WXHXD)	7.25" x 5.75" x 2.25"
Weight	1.05lbs
Power	100-240VAC, 50/60Hz
Color	Black
Mounting	Wall mount
Warranty	1-year manufacturer's limited warranty and 90-day free software support. Extended servi ce/support and hardware warranty available.
Punch Type	Proximity (RFID proximity badge) Manual Keypad Entry (card#)
Audio/Visual Punch Verification	Beep, card# displayed on screen
Connectivity	Ethernet
Base Employees	50
Maximum Employe es	Unlimited 1
Standard Reports	17
Pay Class	Unlimited
Employee Groups	Unlimited
Pay Types	Unlimited
Pay Periods	Weekly, Bi-Weekly, Semi-Monthly or Monthly
Exporting	Most Major Payroll Providers
Operating	Windows 8 or higher

<sup>1</sup> Employee software upgrades & additional terminals sold separately.

# **REPORTS**

Detail Payroll	Employee Punch	Hourly Summary	Payroll Summary
Time Card	Attendance	Birth Date	Emergency Contact
Employee Card	Employee Seniority	Employee Detail	Hire Date
Phone Directory	Supervisor Card	Termination	Department Hours
Department List			
Job Code List*	Time Card with Job Code s*	Job Code Hours by Depar tment*	Job Code by Employee* J

<sup>\*</sup>Job Code Reports are available with Job Code upgrade purchase.

# **ACCESSORIES**

PART #	DESCRIPTION
TTPROXEK	TT Elite Prox Terminal
5300	Bell Ringer (24v) Single Zone
41361	6" Bell 24V DC
41392	8" Bell 24V DC
41362	Horn 24V DC Flush or Panel Mount
5200N	13" Analog Clock
5217N	17" Analog Clock
DIG-4B	LED Digital Clock 4 Digit
DIG-6B	LED Digital Clock 6 Digit
42454	Prox Badge (15pk)
42968	Badge Holder/Lanyard (25pk)
42468	Prox Key Fob (5pk)
500-12	12-Pocket Badge Rack
500-24	24-Pocket Badge Rack
500-4	40-Pocket Badge Rack

- TTEZPROXET Terminal
- TimeTrax $^{\text{TM}}$  Software download
- 15 Prox Badges
- Cables (RJ45)
- UL Power Supply
- Quick Start Guide





888.479.7264 cust\_inquiries@ptitime.com
pyramidtimesystems.com

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#### **Documents / Resources**



<u>TIMETRAX Elite Prox Proximity Time Clock System</u> [pdf] User Guide Elite Prox Proximity Time Clock System, Elite Prox, Elite Prox Time Clock System, Proximity Time Clock System, Time Clock System, Proximity Clock System, Clock System

## References

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