

WebTimeAccess

Sistema rilevazione presenze integrato & Controllo accessi WEB
Rilevazione Presenze entrata/uscita del personale e calcolo ore lavorate con operatore
Orologi marcatempo elettronici in modalita client WEB HTTP 1.1 con WebCam

WebTimeAccess.com il sistema piu economico pratico ed efficiente !!!

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User Manual V2.0



TECNY sistemi

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Web Time & Attendance System with a RFID time clocks electronic mode TCP / IP HTTP, DHCP, automatic and autonomous operation of ON-LINE and OFF-LINE Webcam with integrated visual recognition of the transaction carried out, with operator assistance is available through mail, telephone, Skype or other VoIP systems free and quick.

- Export data to program custom payroll and payroll studies.
- Clocks electronic system designed specifically for the WTA.
- User login and password for the display of single card.
- Internal messaging system and display terminal.
- Picture transaction entry and exit with Webcam.
- Access control integrated with archival codes enabled or not enabled.
- Ability to use USB flash memory cards as identification.

- Synchronizing clocks terminals with the central server for correct time, always.
- Automatic upload and in real time single transaction our terminals HTTP.

- Management "Ora6. Net" FREE local installation, free tag management.
- Available languages: Italian, English, Spanish.

About Us:

Tecny is a company with full internal autonomy software and hardware, has been in business for over twenty years of attendance by mechanical and electronic watchmaking industry.

Sales and technical support products and accessories of all brands, design and production management software and hardware technology badge, barcode, transponder and "custom technology".

Philosophy and what is WebTimeAccess.com:

WebTimeAccess (abbreviated WTA) is a Web management, ie a program that "runs" on the internet accessible through the portal anywhere www.webtimeaccess.com with User and Password and represents our best response to the growing need for reliability, simplicity, security affordable within the attendance and Access Control allows you to manage the hours worked in companies with personal schedules, justifications for the presence or absence (sickness, holidays ...), print labels and management with statistics on expenditures and export data for office pay or other internal purposes, all without installing anything on your computer.

The service WTA was born with the design of electronic terminals, specially designed for working servers connected to the WTA and then through the internet and in real time.

The WTA electronic terminals, each time a user makes a transaction entry or exit, making a "login" to the WTA server and "settle" the transaction immediately on the archive (tag) of the user.

If for some technical reason the WTA server is unreachable, the terminal enters OFF-LINE transactions recorded in it (like a normal terminal timekeeping), to restore the internet connection, automatically, the terminal shall deposit the entire internal memory and restores the normal mode ON-LINE.

The configuration and installation of the terminals is simple and fast, just when purchasing Creation Information WTA involving the terminal, the card and operator assistance package, specify the IP address and Gateway or DHCP "on" , will arrive in the mail terminal is already programmed and ready to work under your internal network, simply connect the plug.

Summer / Winter always perfect and exact time by synchronizing automatically twice a day directly from the server that WTA represents a real network for our electronic terminals HTTP "TC15 wta".

Your website with the domain service WTA:

In order to optimize the offer, we request, your own domain and website, you can choose your Internet address so we can improve the usability of the service WTA.

Imagine having your management software installed on the Internet accessible to an address. "Com" or ". Org" and will be personal (yours), the data will be only your data.

Features Web space offers:

Web space;

- FTP access;
- Web file manager;
- RealAudio and RealVideo support;
- CGI support member;
- PHP support;

space for the mail;

- 30 POP3 accounts;
- advanced space management e-mail;
- infinite alias e-mail;
- POP3 access independent of the connection used;
- IMAP4 access;
- Webmail access;
- SMTP server staff with secure access;
- and anti-virus filter;
- Advanced spam filtering;

MySQL database; 10Gb

Administration Web site through HTTPS panel;

WTA export data and additional internal security:

The WTA service to ensure maximum safety of customers and privacy can act through four instruments:

- 1) numerical code names and company, so it will never be possible to bind data to a specific subject.
- 2) Save the entire data archive WTA once a day.
- 3) Internal Server "mule" for each case can be turned on and connected to the domain www.wentimeaccess.com
- 4) Export data on the customer side, at any time the customer is able to save their files on your local computer in TXT (text), we provide a simple software MDB (Microsoft Database) where you can upload data and view them .

The menu: simple and intuitive

Menu Principale	
FREQUENTI	
Pannello Ctrl	→ The control panel will give you access to a section where you can check the status of the terminal connection and display messages.
Il mio Calendario	→ My calendar, schedule management in the company.
Selez.Cartellino	→ Select / Edit / View User Card.
Consuntivi	→ Balances, totals and statistics, select by period, user, voice justification etc ...
Uscita / Logout	→ EXIT takes place so close the connection and user session.
TABELLE	
Dipendenti	→ Employee table, for your data and settings of your staff.
Giustificazioni	→ Table entries presence, absence or overtime.
Tabella Orari	→ Table times used in the company.
Tabella Turni	→ Shifts to determine the variability weekly or fortnightly or monthly.
Tabella Reparti	→ Table departments, departmental description.
Tabella Festività	→ Holidays in the card.
Tabella Cantieri	→ Worksite surveys for external cabinet.
Tabella Suonerie	→ Opening ringer for external display devices, the terminals are equipped with relays in order.
Tabella Log Rb2s	→ Rb2s - Available only for Administrator WTA.
SERVIZI	
Crea mese/Analizza	→ Requires the procedure to create the space for the cards is not normally used only for Adm.WTA.
Forza conteggi	→ Strength calculation of a whole month of data.
Assenti / Presenti	→ View real-time presence and absence of the selected day (typically today).
Giustifica Multiple	→ Allows you to give justification to more people without having to access the card monthly.
Timb. Off-Line	→ Saving stampings undelivered ON-LINE.
Importa/Esporta	→ Section for data export personal archives.
Utenti e Password	→ Management, adding, changing passwords company.

NB: WebtimeAccess.com is constantly updated which is why some graphics functions or aspects may change or update the drafting of this manual, inside windows, forms, and forms, you will find instructions in the context that will help you understand how to use them anyway , our effort is to create an intuitive and simple to use throughout the service even without the use of manual or instruction by an operator.

The control panel: State terminals and internal messages

The screenshot displays a control panel interface with a blue header bar containing the text "Menu Principale", "8:58", and "IP:150.41.150.180-100". On the left, a vertical menu lists various options under "FREQUENTI" and "TABELLE". The main content area is divided into two sections. The top section, titled "Tabella log Terminali sincronizzazione ora e data e aggiornamento configurazione si effettua dalle 00.00 alle 04.00:", shows two terminal icons with their respective connection logs. The first log indicates an IP address of 1 and a connection time of 2012-04-05 at 03:33:15. The second log indicates an IP address of 2 and a connection time of 2012-04-05 at 03:35:11. The bottom section, titled "Messagistica WTA:", shows a table with the heading "Numero records: 0". The table has two columns: "ID" and "Messaggio". The "ID" column contains a single entry, and the "Messaggio" column contains a text input field with a small "A" button to its right.

The synchronization of the terminals connected to the WTA occurs, usually at 00.00 and 03.30 or other times if required, so all equipment owned by a single company will be perfectly synchronized, indeed, the internal clock of the terminal would not be necessary because when the posting of the transaction, the server registers the light of its "time set" (the server itself), for several reasons such as an account not in Italy with a different time zone, but the clock inside the unit, it is necessary for all cases here the internet is not available at this time so the device enters in OFF-LINE will be capable of recording transactions in memory and later move to block the server by restoring the WTA normal mode of the ON-LINE.

Internal Messaging:

Simple table to post messages that everyone can see who owns a business user and password.

WTA is also the operator can write in this section and its messages will be visible to all users or only to a specific, this is one way that the system uses to inform users of the service of facts or events concerning the status of the service itself.

My Calendar: Deadlines annotations

Il Mio Calendario

■ Oggi ■ Data esaurita ■ Data Scaduta ■ Data in Scadenza (5gg) ■ Data in tempo utile

MESE	01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Gennaio																															
Febbraio																															
Marzo																															
Aprile																															
Maggio																															
Giugno																															
Luglio																															
Agosto																															
Settembre																															
Ottobre																															
Novembre																															
Dicembre																															

Numero records: 2

ID	data	descrizione	stato	
MD	2012-01-06	è FINITA LA PACCHIA	N0	X
MD	2012-05-15	PRIMA RATA IMPS	N0	X
	<input type="text"/>	<input type="text"/>	<input type="text"/>	A

Data = inserire la data della scadenza YYYY-MM-GG
Stato =SI Scadenza assoluta (esaurita) / Scadenza non assoluta

All tables work the same way:

On the left you can see the ID-column "MD" pressing on "MD" you get entry to change the table row.

On the right you can see, for each row, an "X", pressing the "X" deletes the row (record) after confirmation will not be able to recover your deleted data.

The white boxes represent new fields ready for inserting a new row (new record), by pressing button "A" or directly by pressing ENTER on the keyboard, it makes adding and updating graph of the table above.

Input errors or incorrect data:

The procedure has a system of "validation" data entered to try to correct any errors, but it is possible that some data is recorded, even if it does not comply will lead to problems but not enough to check the entered data, because the procedure will insert incorrect fields with special characters like "?" to indicate he does not know the setting you want to avoid all this unnecessary windows "POPUP", that could slow down the code and often blocked by browser settings.

Select card: Managing slip monthly

The first section you can select the period to be displayed by pressing "OK" displays all of the badges.

Visualizza tutti i cartellini

DATA: 2012-04 OK

Seleziona Cartellino dipendente

DIPENDENTE: 000777 - A ESTERNO50 DATA: 2012-04 X Giorni X Mese OK

Seleziona Cantiere

CANTIERE: DATA: 2011-12 OK

The second section, you can select the period and the individual employee to be displayed.

The third section deals with the time display on the site chosen.

The card slip or monthly:

ID	Data	T01	T02	T03	T04	T05	T06	T07	T08	T09	T10	G01	G02	G03	G04	G05	G06	G07	G08	G09	G10	Orario	Validita	Preok	Stdok	Stdko	Assok	Assko	Gi
MD 01	Gio 07:22	12:03	12:58	18:02								PRE 480	STD 90									1	L	8.0	1.30				Gi
MD 02	Ven 09:59	12:01	13:30	16:33								PRE 300	PEO 180									1	L	5.0		3.0		Gi	
MD 03	Sab																					1	S					Gi	
MD 04	Dom																					1	F					Gi	
MD 05	Lun 07:18	12:04	13:03	17:03								PRE 480	STD 30									1	L	8.0	0.30			Gi	
MD 06	Mar 08:00	12:00	12:57	17:07								PRE 480										1	L	8.0				Gi	
MD 07	Mer 07:53	12:03	12:42	17:04								PRE 480										1	L	8.0				Gi	
MD 08	Gio 07:59	12:03	12:50	17:04								PRE 480										1	L	8.0				Gi	
MD 09	Ven 07:57	12:00	13:21	16:02								PRE 390	PEO 90									1	L	6.30		1.30		Gi	
MD 10	Sab																					1	S					Gi	
MD 11	Dom																					1	F					Gi	
MD 12	Lun 07:57	12:02	12:56	17:04								PRE 480										1	L	8.0				Gi	
MD 13	Mar 12:50	17:01										PRE 240	PEO 240									1	L	4.0		4.0		Gi	
MD 14	Mer 08:00	12:03	12:56	17:04								PRE 480										1	L	8.0				Gi	
MD 15	Gio 08:01	12:10	12:58	17:04								PRE 480										1	L	8.0				Gi	
MD 16	Ven 08:00	12:02	13:23	16:32								PRE 420	PEO 60									1	L	7.0		1.0		Gi	
MD 17	Sab 07:43	12:05										STS 240										1	S		4.0			Gi	
MD 18	Dom																					1	F					Gi	
MD 19	Lun 08:00	12:02	12:52	17:03								PRE 480										1	L	8.0				Gi	
MD 20	Mar 08:01	12:01	13:28	17:02								PRE 450	PEO 30									1	L	7.30		0.30		Gi	
MD 21	Mer 08:01	12:02	12:54	17:03								PRE 480										1	L	8.0				Gi	
MD 22	Gio 08:01	12:05	12:52	17:03								PRE 480										1	L	8.0				Gi	
MD 23	Ven 07:55	12:02	13:29	16:34								PRE 420	PEO 60									1	L	7.0		1.0		Gi	
MD 24	Sab																					1	S					Gi	
MD 25	Dom																					1	F					Gi	
MD 26	Lun 08:30	12:02	12:57	17:05								PRE 450	PEO 30									1	L	7.30		0.30		Gi	
MD 27	Mar 08:00	12:03	12:47	17:05								PRE 480										1	L	8.0				Gi	
MD 28	Mer 07:57	12:02	12:55	17:04								PRE 480										1	L	8.0				Gi	
MD 29	Gio 08:01	12:01	12:56	17:02								PRE 480										1	L	8.0				Gi	
MD 30	Ven 07:59	12:04	13:22	16:32								PRE 420	PEO 60									1	L	7.0		1.0		Gi	
MD 31	Sab																					1	S					Gi	
																							163.30	6.0	0.0	12.30	0.0		

Totale Giustificazioni

Totale giorni lavorabili: 22
 Totale giorni lavorati: 22 (100%)
 Totale giorni semifestivi: 5
 Totale giorni festivi: 4

N. Voce Paghe Qu.M Qu.H Descrizione voce
 22 PRE 01 9810 163:30 Presenza ordinaria operai
 8 PEO RL 750 12:30 Permessi retribuiti operai

Table 30 columns:

Clicking on "MD" you get into editing, and as you can see from the picture, open up, a day "Friday 02", the 10 fields available for edit or enter up to 10 stampings.

The procedure does not distinguish between input and output, consider the pairs, then, the first stamping will be an entrance and the second output.

From column 13 to 22 are the justifications of the day then calculated the time code and validity Weekly.

27 to 30 are the totals of the day divided by categories.

G0x: Code of the evidence (typically PRESENCE "PRE").

V0X: Calculation (in minutes) of the item.

Validity: L = Business, F = Festive, S = ½ Festive, X = Do not calculate half-holiday.

PreOK: ordinary hours of attendance in giornata.

StdOK: Overtime in the day.

StdKO: Overtime is not accepted in the day.

AssOK: Hours of absence justified.

AssKO: Hours of absence is not justified.

Giustificazioni: inserimento e modifica

Looking at the image above (the coupon), note the last column, presents "GI", this is also a button that points in the "Justifications daily" and that opens a window like the following:

Giustificazioni

ID	IDdip	Data	Voce	Tipo	Valore	
MD	13	2012-03-02	PRE	P	5.0	X
MD	13	2012-03-02	PEO	A	3.0	X
	13	2012-03-02	<input type="text" value="APD_A_Assenza prov.disciplinare"/>		<input type="text" value="0"/>	<input type="button" value="A"/>

APD_A_Assenza prov.disciplinare
ASG_A_Assenza giustificata
ASN_A_Assemblea non retribuita
ASP_A_Assettativa
ASR_M_ASSEMBLEA RETRIBUITA
ASS_A_Assenza Ingiustificata
AVI_A_Avis donazione sangue
CON_A_Congedo matrimoniale
COS_M_CORSI AGGIORNAMENTO
CSS_E_Corso Agg.fuori orario
FEL_A_Ferie impiegati

The table "Justifications" pressed to choose, in the curtain, supporting code that you want to add gironata.

The Value column allows you to specify the total number of minutes that you want to give the excuse that you are about to enter.

When the table is open on a day with the absence, the "Value" automatically shows the total number of minutes to justify so you must choose only justification.

Actual results: Stats and Totals

FREQUENTI

- Pannello Ctrl
- Il mio Calendario
- Selez. Cartellino
- Consuntivi**
- Uscita / Logout

Consuntivi Totali

Giustificazioni:

Matricole:

Anno:

Selecting with the aid of tents justifications, the freshmen and the reference year will see a table with information requests.

EXIT: Logout

When you access the service WTA opens a so-called "session", and is an area of □□memory that identifies the logged in user, for security, is appropriate when not using the service to close the session by pressing the link "exit / logout".

The "sessions" are automatically closed when no traffic is detected for more than 15 minutes, so you may find yourself the initial window with the authentication request WTA.

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