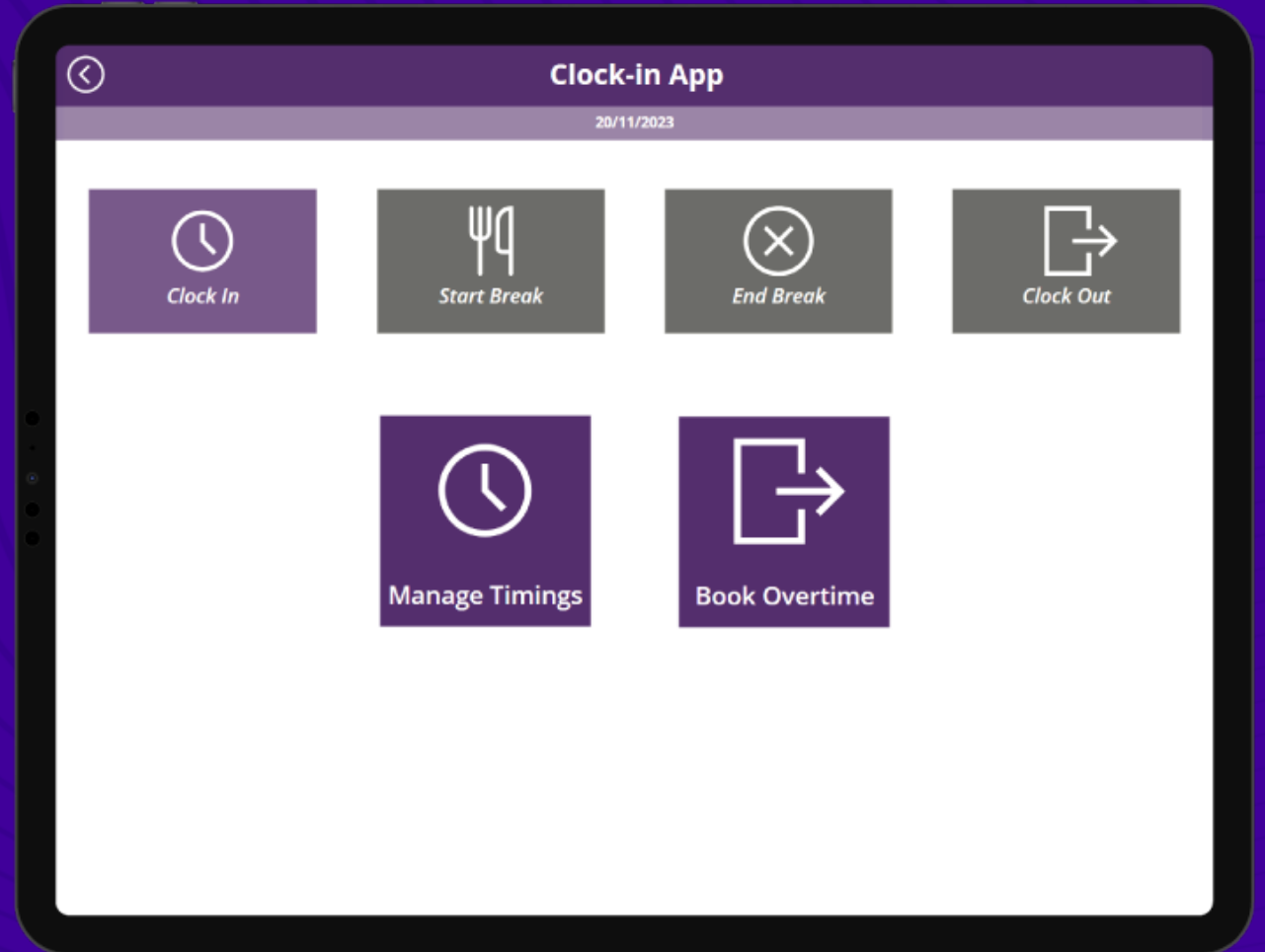


Part of the Flyte Microsoft 365 App Suite

# Clock in App



# A streamlined solution for shift working employees & frontline workers

The Flyte Clock In app is a streamlined solution for shift working employees & frontline workers to record worked hours by utilising your existing Microsoft 365 infrastructure. Accessed through a personal or shared device, clock data is stored for payroll to access and process. The solution also enables Organizations to capture overtime hours to be accrued and redeemed by staff where required.

**Need a way to manage and track Overtime accrual across the Team?**- With the optional feature for tracking contracted hours vs. clocked hours within the application, Overtime Leave hours can be easily banked and utilised by staff as and as when required without significant Admin resource.

**Overtime Booking**

Available Balance: 15.37 Hrs

Full Name: Robbie Butler

Start Time: DD/MM/YY HH:mm

End Time: DD/MM/YY HH:mm

Hours Taken: 7

Submit

**View Overtime Bookings**

2024	Submitted
Status:	DD/MM/YY HH:mm
Start Time:	DD/MM/YY HH:mm
End Time:	DD/MM/YY HH:mm
Hours Booked:	0.13333333 Hrs

# Key Features Include:

A user friendly platform for users to quickly track worked hours and breaks

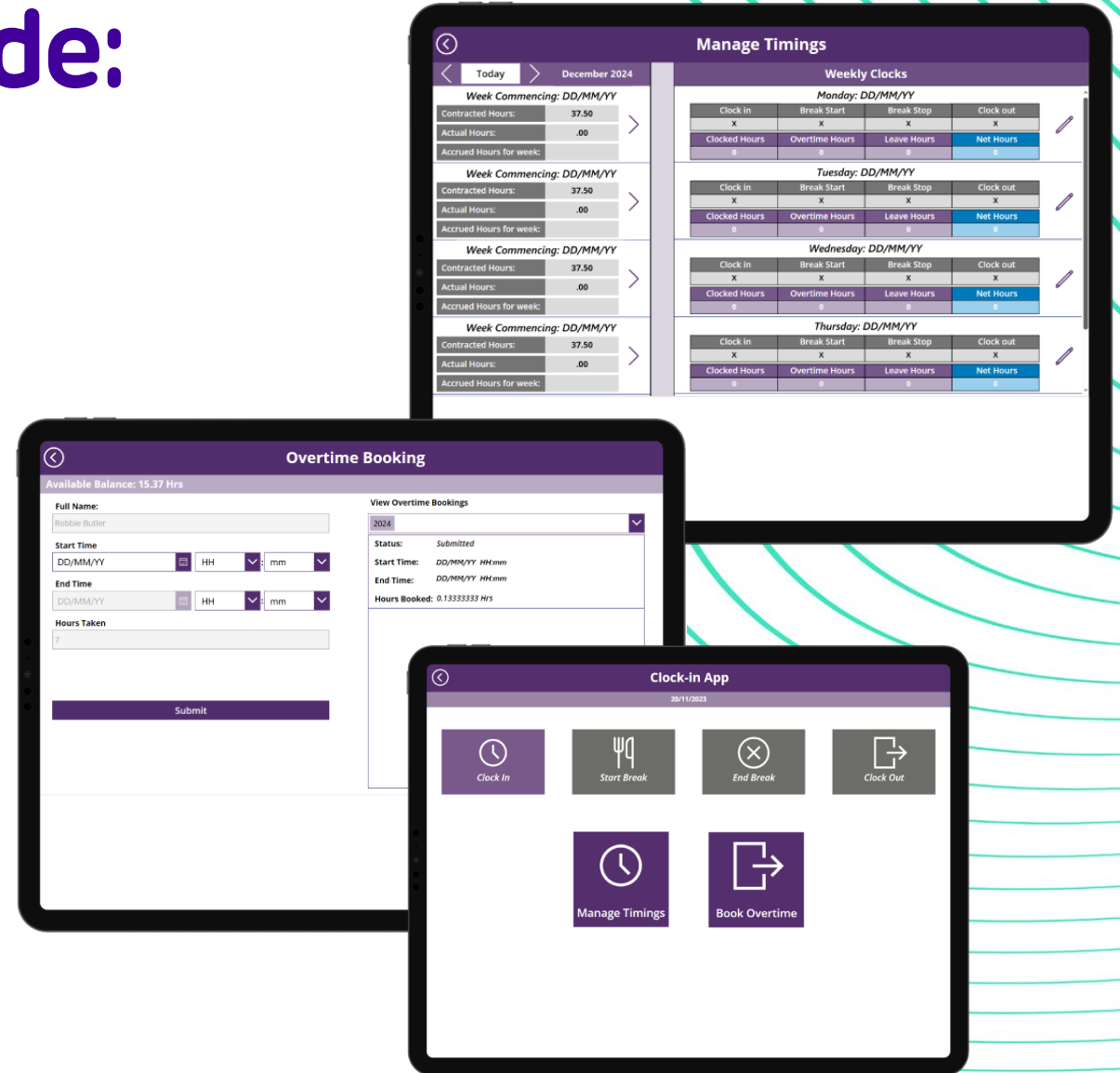
Configuration to make Clock Ins through User or Shared devices

Ability to track overtime against contracted hours with self-service redemption by users

Configure Overtime booking requests to be sent through multiple Approval stages where required

Optional functionality for Staff to request amendments to submitted timecards

Automated Clock In Reports



For more information email [sales@flyte.cloud](mailto:sales@flyte.cloud)