

Employee ID Badge System

Employee ID Badge Software

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1. INTRODUCTION

ID-Badge system maintains records of worker, easily and quickly using just one application. Say farewell to the nightmare of trying to manage your worker with an awkward mix of spreadsheets, word documents, database files and cumbersome email folders. ID-Badge system is a highly intuitive software application that helps you store and track worker information at one place.

This system keeps track record of worker of different departments by printing ID-CARDS through id badge system.

2. Objectives

1. To maintain employees records with their photograph
2. ID Badge printing
3. Employees Time attendance management
4. Employees Payroll management

3. Area of application

- Company Offices
- Banks
- Schools
- Factories
- Hotels
- Hospitals
- Project Site

4. Features & advantages

- Capture instant photos with a web camera is a great advantage of this software
- Quickly print out cards by batch
- Employees details are stored with their photo, making it easier to identify them
- Employee offences are also stored with their details
- Contractors and departments are identified by color coding the ID-Cards
- A search engine facility allows you to search using many different combinations of data i.e. age, blood group, city, state, designation, department, company, contractor or gender
- The attendance software keep a track record of employee's attendance
- Check punctuality and shift scheduling
- Maintain employee leave status in regards to their contract
- Issue gate passes for employees leaving the site during shift hours
- MIS reports can be categorized into daily, weekly, monthly or a yearly basis for payroll management
- ID Badge software can be integrated with an existing attendance software and payroll scheme
- The report generation facility can be adapted to suit the company's own requirements

5. Id-Badge Sample



6. Modules

1. Employee Registration

ID Badge generation with Employee Details & Employee Photograph
Employee full detail with his/her Medical, Training certificates

2. Employee Offence Module

This module records offences done by Employee. It generates statistical/graphical reports based on recorded offenses.

3. Search Engine

Search engine refers to the facility which provides quick access to stored data. The search engine option is available in all the modules and enables the user to perform search for various fields of the module in all possible combinations.

4. Time Attendance Module

Employee will swap his/her card in scanner (Barcode, Proximity or Thumb Scanner) when he/she enters or leave from company premise
Software will record time stamp when employee swaps his/her ID-Card

5. Utilities

Print/Reprint ID Badge

Batch processing: This is where entries can be made in bulk and ID cards can be printed together later.

Immediate printing: This is when the details of a new employee ID cards is entered with a photograph and then the card is printed immediately by itself.

Assign/Extend ID-Badge validity

Capture or Change an Employee Photograph

Employee Job termination Entry

Generate schedules for employees with different shifts

Alter data for employees who change department, designation or company

6. Optional Feature / Module

Good quality PVC Plastic cards can be printed on basis of requirement for management staff.
Thumb scanner integration.

1. Thumb impression can be registered in software database at the time of new employee registration
2. Ex employee's thumb can be blocked in software database

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3. Software checks new employee's thumb in blocked employee database while registration
4. Software can generate report of employees employed from one Sub Contractor Company to another sub contractor company on same project to protect sub contractors.

SMS/MMS Facility

- a. On field worker information tracking using SMS/MMS

Employee Induction/ Training/ Assessment/ Offence / Award data management

Flap Barrier Integration

7. REPORTS

Employee Search Engine

Search Engine refers to the facility which provides quick access to stored data, in case of Employee search engine, user can search employee on different fields such as date of joining, date of birth, Gender wise, contractor/Sub contractor wise, project wise, shift wise, department/designation wise etc...

ID card expiry report

Report of cards based on department/designation.

Report of all ID cards made through software, (between specified date period)

Employee-wise offence report.

7. System working

Web Camera



Lamination Machine