LATHEM
CASE STUDY

PayClock Online
Time & Attendance System

Four Points by Sheraton in Jacksonville, Florida Streamlines Time and Attendance with Lathem's Cloud-based PayClock® Online

Overview

The hospitality industry is a busy one, with hotel employees bustling about every day to provide their guests with outstanding customer service. The Four Points by Sheraton Jacksonville Baymeadows is no exception.

The 80-room hotel has a team that delegates and shares tasks, including the front desk, guest services, housekeepers, and other hotel employees.

Challenge

As General Manager and Owner of the hotel, Sam Patel wears many hats. He might be running a staff meeting one minute, then switches gears to manage a customer issue, and then heads out of town for a business event. Managing time and attendance is one of his many duties, and one that he shares with his assistant GM.

A long-time Lathem customer, Patel was looking to upgrade his time and attendance system to meet the changing demands of his business.

He needed a solution that would meet three important needs:

1. Remote access to time and attendance records for payroll.
2. Secure back up of company time records.
3. Administrative rights allowing his assistant GM to process payroll.

Patel chose Lathem's cloud-based PayClock Online to effectively manage time and attendance for his hotel.

Solution

Since upgrading to PayClock Online, Patel reaps the benefits of a cloud-based solution, including helping to operate the hotel efficiently. He monitors hours and overtime, makes any necessary time record adjustments, and processes payroll from anywhere, even when he's out of town. The cloud-based system also reassures Patel that all time records are backed up and secure.

Results

PayClock Online has enabled Patel to easily share time and attendance management duties. When the assistant GM makes any changes to employees' time records, Patel immediately sees those changes in real-time, whether he's in the next office or another city. This means he has complete access to all time records anytime, anywhere. He doesn't need to wait on new or updated records to process in the system, and he doesn't have to wait until he's back in the office to access them. He manages and processes payroll when it's convenient.

❝ Before PayClock Online, when the server would go down, I would sometimes lose the reports. Now everything is backed up in the cloud. PayClock Online is a safety net, it's given me peace of mind. ❞ Patel said.

The solution also works seamlessly with the rest of the hotel workforce. Employees clock in and out with a Lathem time clock that lets them review their accrued hours for the week. The time clock is completely integrated with PayClock Online

PayClock Online gives employees the option to clock-in and out with smartphones, PCs, laptops, mobile web devices, and with a variety of Lathem time clocks.

Benefits

PayClock Online provides key benefits for Hospitality businesses in managing employee time and attendance:

- Cloud-based: data is available anytime, anywhere on a web-enabled PC, Mac or mobile device.
- Staff clocks in and out from computers, mobile devices or Lathem time clocks.
- Hosted on the web, so no software to install or maintain by the customer.
- Businesses can pay by the month and only for the employees actively tracking their time.
- Supports multiple locations and users.
- Employees have fast and convenient web-based access to view their time card information.
- Two editions available to fit an organization's specific needs: Standard or Enterprise.
- Easily integrates with popular payroll software systems like QuickBooks, Paychex, ADP and more.

LATHEM

Headquartered in Atlanta, Georgia, Lathem is the leading provider of durable and affordable timekeeping products for business. Since 1919, Lathem remains a family-owned and operated US manufacturer. More than 1 million organizations worldwide use a Lathem solution every day to help manage their business, including commercial wall clocks, time stamps, mechanical and biometric employee time clocks, and Lathem's PayClock Online time & attendance system. www.Lathem.com

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