

Spirit Presence and Absence™

A timely solution for boosting attendance levels

spirit
DATA CAPTURE LTD
SOFTWARE



Overview

People are the most important resource of all, but they need to be managed carefully and effectively. For instance, poor attendance levels can cost businesses and educational establishments thousands of pounds a year. Keeping track of people is therefore an important management tool. With more and more workers opting for flexible working hours, it is even more important to retain control of staff.

A similar principle applies to students with their varied timetables. For schools alone, a recent DfES report showed that in 2005/06, some seven million half days were missed by pupils during the course of a year.

The answer is to monitor the attendance, location and movements of employees or pupils. However, this is not always a very easy option. That is why we are offering Spirit Presence and Absence™ – an ideal solution for keeping track of your staff or pupils. It can also be used to check tasks being carried out and those who are working on them, and acts as a useful extra security measure.



Free demo versions available from Spirit

Key hardware/software

The key item of hardware is the scanning mechanism. We offer three main options:

- A magnetic 'swipe' card reader
- A high performance barcode scanner
- A biometric (fingerprint) reader



Key benefits

By monitoring attendance, Spirit Presence and Absence™ help to reduce absenteeism and enhance productivity. A small increase in attendance can produce substantial cost savings. Other benefits include:

Reduced costs – lower administration costs (as the data can also be used in the calculation of gross pay, overtime, job costs etc.)

Enhanced security – for instance, the swipe cards can be used to control access and the system could even be linked to electronic door security solutions.

Ease of use – our solution is easy to install, easy to use, and easy to configure.

Up-to-date details – you can access real-time information about the location of a pupil or member of staff.

Time savings – through reduced administration relating to attendance levels.

Improved compliance – Our reports will indicate any potential failures to meet legislative requirements.

Greater flexibility and control – For schools, our solution helps to reduce truancy and can even be used to monitor after-school clubs.

Key features

Comprehensive reports

These include full fire lists, location of individuals, times, number of visitors, and non attendance lists. You can monitor elements such as employee presence or absence, location, lateness, and jobs being carried out.

Excellent management information

You can rapidly check the history of a job and the employees involved; compare contracted hours with hours actually worked; or look at the attendance records of a student, including snapshots of weekly attendance levels etc. If an individual's non-attendance reached a pre-defined level, an email notification will be sent to the appropriate manager automatically.

A versatile system

Spirit Presence and Absence™ can be integrated into a host system, or can be used as a stand-alone solution. Every item of information is stamped with the date and time.

PC and mobile device – minimum specification

Client PC

Processor	800 MHz Minimum 1 GHz recommended
RAM	256 MB Minimum 512 MB or greater recommended
Minimum Hard Disk	300 MB
Operating System	Windows® Vista Windows® XP Windows® 2000 Ability to run .net 2.0

Mobile Device

Processor	ARM (v4 etc) Intel (Bulverde etc) and most other standard chipsets
Ram	32/64/128mb
Storage	32/64/128mb
Operating System	Pocket PC 2003 Windows Mobile 5.0 Windows CE 4.2.Net and 5.0 Ability to run .net compact framework 2.0