



Features

TimeStar Enterprise™ is a comprehensive time & attendance automation and labor management solution, which is scalable to meet the demands of organizations ranging from small business to Fortune 500. While this document highlights Functional and Technical Highlights, it is not a complete list of all of TimeStar Enterprise™’s comprehensive capabilities. Please consult with your Galaxy representative for more information regarding your objectives.

Functional Highlights

Feature	Benefits
Data Collection for All Employee Populations	With real-time web-punching, flexible, spreadsheet-style time recording, and a vast array of supported timeclock and mobile devices, TimeStar Enterprise™ integrates the most appropriate data collection devices for all of your employee populations.
Industry-Leading Time & Labor Rules Engine	Built for optimum configurability to execute even the most complicated calculations and policies, TimeStar Enterprise™’s powerful rules engine supports intricate shift differentials, premium conditions, holiday rules, pay-to-schedule, automated labor allocation, break and lunch rules, union policies, regulatory labor laws and much more.
Automated Attendance Tracking	Track, alert and report on a wealth of highly configurable employee attendance conditions – all in real-time. Configurable, calendar-based views of attendance violations and time-off enable supervisors to easily monitor employee trends and attendance patterns.
Benefits Accruals Engine and Integration	Whether you calculate employee benefit accruals via TimeStar Enterprise’s comprehensive eligibility and calculation engine or a third-party application, supervisors and employees can intelligently manage time-off requests and scheduling. Your attendance policies will be seamlessly enforced, including management of pending accruals and future time-off requests.
Points-System Management	Calculate up-to-the-minute, attendance-based Points Policy transactions and balance accruals, while alerting supervisors in real-time as employees reach defined thresholds.
Customized Employee and Manager Self-Service	By employing a highly-configurable “roles-based” methodology of self-service, TimeStar Enterprise allows you to define with pinpoint accuracy, the features, workflows, employee hierarchies, reports and even fields-of-data that each of your unique employee populations can access.
Streamlined Requests Workflow	Save employees and supervisors countless hours by automating the entire requests workflow for PTO requests, schedule changes and other messaging. TimeStar Enterprise™’s “1-click” request approval processes moves an employee request all the way through to payroll and scheduling with ease.
Comprehensive Employee Scheduling	With effortless support for complex recurring and swing shifts, split shifts, scheduled org. transfers and more, TimeStar Enterprise™ empowers you to efficiently design your workforce calendar. Choose between “on-the-fly” management with the graphical “Team Schedule” or familiar “Outlook” style scheduling via recurring rules and events. Schedules are seamlessly integrated with the business rules engine, attendance and payroll.
Web and Email Alerting	Keep supervisors informed and actively involved in managing employee attendance, procedural errors, impending overtime conditions, work policy violations and more, through real-time web and email alerting.

Functional Highlights Continued



Features

Functional Highlights Continued

Feature	Benefits
Real-Time Status Monitor	View in real-time, who's in, who's out and where they're working with the TimeStar Enterprise Status Monitor.
Mileage and Dollars Tracking	In addition to robust time and attendance, TimeStar Enterprise™ offers a comprehensive mileage reimbursement and vehicle tracking system, plus support for dollars transactions such as bonuses, awards, commissions, tips and more.
Labor Insight and Management Reports	Achieve critical insight into your most important and costly business resource – your workforce. TimeStar Enterprise™'s flexible and intelligent Crystal Reports® based reporting module will give your supervisors, payroll administrators and executives the real-time labor analysis information they need to manage the workforce and streamline labor costs.
Flexible Approvals Workflow	Custom-tailor your approvals workflow to meet your business culture and streamline your review and signoff processes. TimeStar Enterprise™ offers highly adaptable Supervisor and Employee approvals workflows, with comprehensive control for enforcing pre/post-approvals rights and responsibilities.
Limitless Organization Levels	With up to 99 labor allocation levels and unlimited, hierarchical, organization (labor) codes within each level, TimeStar Enterprise™ enables fine-grained allocation and reporting of your vital labor and payroll data.
Security and Auditing	Security and accountability are at the very core of your TimeStar Enterprise™ solution. Typically deployed over the web or corporate LAN/WAN via Secure Sockets Layer (SSL), every user interaction is 100% encrypted. The fine-grained, "roles-based" security subsystem ensures that each user has access to only the exact data and employees he/she is authorized to manage. Additional security highlights include an exhaustive audit trail of all changes to your critical labor and schedule data, IP-based security for restricting access to authorized computer networks, one-way password encryption and much more.
Online Help & FAQs	Your employees will find answers and "how-to" guides with ease, by using the integrated online help system, which includes: Graphical tutorials and step-by-step instructions, helpful FAQs, searchable text queries, common term definitions and more.
Administrators' Toolkit	While a typical "day-in-the-life" for your employees and managers will focus on efficient, process-driven activities, TimeStar Enterprise™ is rich with useful administrator tools to help keep your solution running at peak efficiency. System and data diagnostics, ad-hoc database querying and reporting tools, global maintenance and search tools, extensive configuration and setup wizards all serve as invaluable problem-solvers for your labor management administrators.
A Long-Term Solution	As your enterprise succeeds and evolves, your long-term labor management solution will scale comfortably along with it. TimeStar Enterprise™ accommodates tens-of-thousands of employees, unlimited labor codes, schedules, organizational groups, pay and business rules, attendance and benefits policies, data collection points and more.
Tight HRIS Platform Integration	Automated, trouble-free data integration with your HRMS, payroll, accounting, ERP and business intelligence platforms will permanently eliminate dual-entry and ensure that you extract the maximum business advantage from your labor management investment.

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Features

Technology Highlights

Feature	Benefits
100% Web-Native Application	Designed from the ground-up to be delivered via the Internet, TimeStar Enterprise™ requires no client-side software installations, offers “any time, any where” web-access and is familiar and intuitive to use.
Microsoft SQL-Server® Database	The industry-standard for robust, Enterprise-class data management, TimeStar Enterprise™’s Microsoft SQL-Server® platform ensures vast scalability, cutting-edge performance and bulletproof reliability.
Real-Time Data Processing	Real-time, up-to-the-second data processing and display ensures that your labor management decisions are timely and accurate — a key tool in proactively controlling labor costs, such as overtime.
Powerful Self-Service via Roles-Based Security	TimeStar Enterprise™ offers unparalleled flexibility in creating security “roles” for your user base. Roles can be configured by the group and/or individual, allowing you to define with pinpoint accuracy, the features, workflows, employee hierarchies, reports and even fields-of-data that your employees can access. As opposed to the more inflexible model of Employee/Manager “Self-Service” modules, TimeStar Enterprise™’s roles engine allows you to fine tune the exact user experience and set of responsibilities for each of your employee populations.
Point-in-Time	Point-in-Time is vital resource in reporting for today’s increasingly complicated Labor Law and Accounting Compliance regulations (i.e. Sarbanes-Oxley). By capturing a “point-in-time” snapshot of all critical employee data and assignments, you gain an accurate picture of exactly how your labor rules and calculations applied to each person throughout his or her employment history. Additionally, changes such as temporary assignments and future changes become a breeze to administer.
Crystal Reports® Reporting Engine	The world-leader in business analytics and reporting, Crystal Reports® powers TimeStar Enterprise™’s comprehensive, built-in reporting module.
Security-Centric Architecture	TimeStar Enterprise™ incorporates a leading-edge security architecture to ensure the safety and integrity of your mission critical data, including: Secure Sockets Layer (SSL) data encryption; One-way password encryption; IP-access security for restricting access to authorized PC’s or networks only; Middleware-layer database access to prevent SQL-injections, buffer overflows, spoofed POST data and other common threats.
Automated Database Maintenance	Designed by Galaxy’s experienced database engineers, each TimeStar Enterprise™ implementation includes a standard package of automated database maintenance routines. With no extra burden on your I.T. staff, your SQL-Server database will automatically perform routine optimizations, data backups and performance tuning to keep your solution running smoothly year-after-year.

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