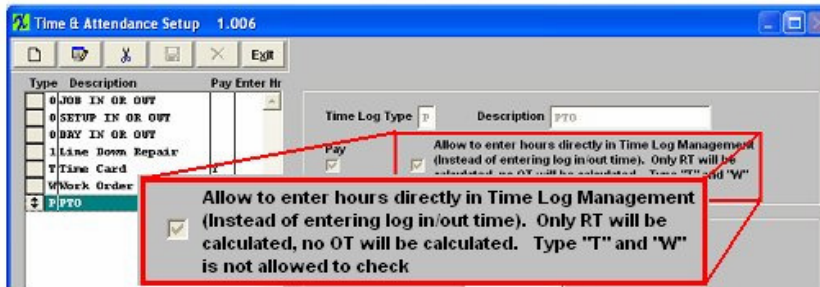# ManEx Minute

Take a minute to save time with ManEx.

**Dear Valued Customer,**

Did you know that ManEx gives you the ability to enter labor hours only and skip the time in and time out on specified Time Types?



System Administrators are able to define which time types will be entered as hours only in the system setup. With this new feature, users are able to maintain the employee time log with greater ease.



This enables companies to make adjustments for Holidays, PTO, and any other time type that will typically not have time-in and time-out associated with it. The time entered in these fields will NOT count towards OT, but will appear on the Timecard Activity if indicated in system setup.

For more information on the Customer Follow-up please refer to the Time & Attendance Manual.

This is just another way we are developing ManEx with YOU in mind.

Sincerely,

*David Sharp*

David Sharp
Regional Vice President

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1 DPMO reporting requires the optional SQC module, and labor reporting requires T&A and JC modules.

*If you have another approach that you think works better, click here and tell us about it.
*To add a name to this email list, please reply with the name and email addresses.
*To remove your name from this mailing list, please click here.
*Questions or comments? Click here to email us or call 651-344-4915