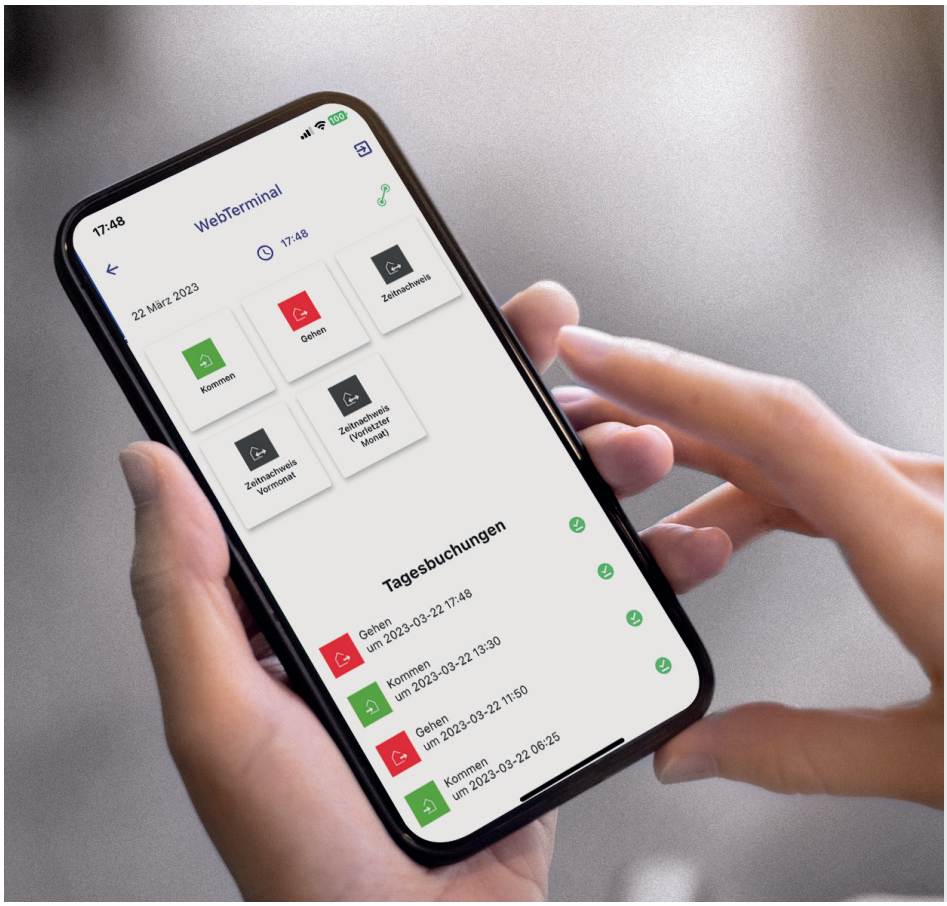
dormakaba ERP Time app
Mobile time recording



Benefits at a glance

- **Time recording:** Record In and Out bookings, breaks and business trips
- **Time sheets:** View the booked working hours
- **Add bookings:** add forgotten bookings from the previous day
- **Holiday and absence requests:** request planned absences such as holidays and flexitime
- **Check time requests:** Supervisors can review and approve all time requests
- **Team calendar:** Display the calendars of all colleagues and superiors in the user's team

The dormakaba ERP Time app is a mobile application for time recording, creating holiday requests and displaying time balances. All your employees can record their times directly on their mobile phone from wherever they happen to be. The app is seamlessly integrated into the dormakaba B-COMM for SAP software solution and is therefore directly connected to your SAP ERP system.

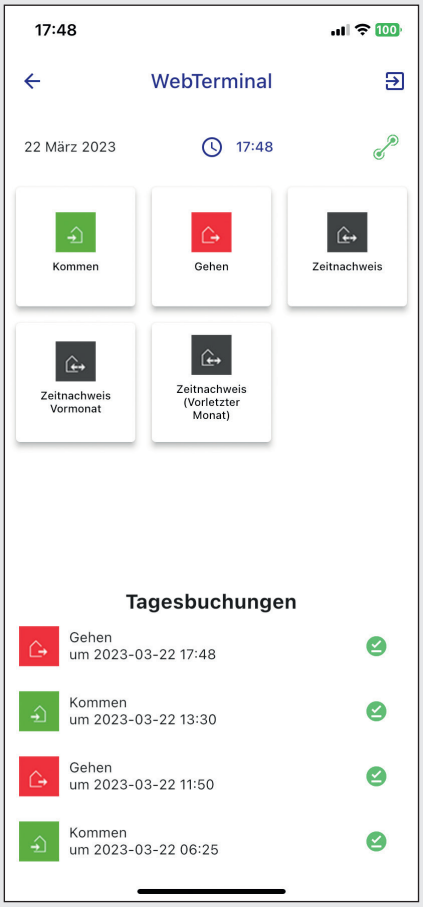
Time recording for employees such as In and Out bookings
The dormakaba ERP Time app lets you record In and Out times, submit holiday requests and display personal time balances.

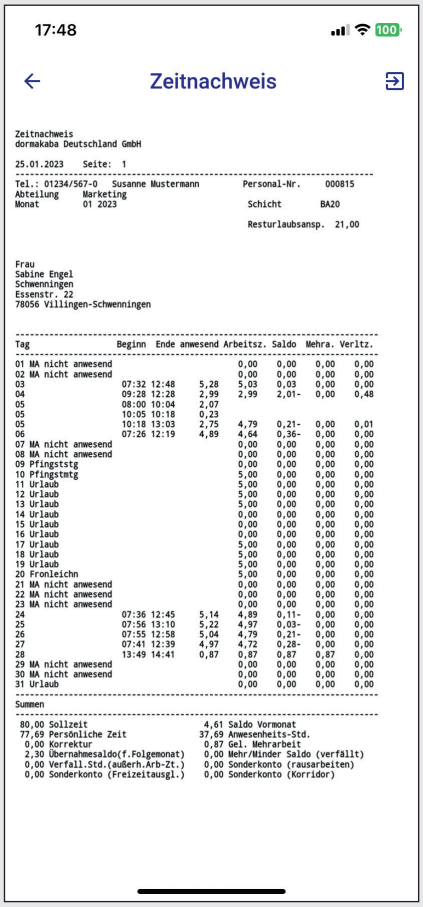
This means that all employees can record working times on their mobile phones in compliance with ECJ rulings even outside the office.

Planning, testing and approval by superiors
The dormakaba ERP Time app provides superiors with additional planning, checking and approving functions – from booking overviews to approving holiday requests and other types of absence.

Requirements for using the app
The dormakaba ERP Time app is based on the employee self-service solution B-COMM for SAP. It connects to the B-COMM for SAP system via the Internet and is thus integrated into the existing time recording system. If the system has no internet
connection, entries are temporarily saved on the mobile device until a connection is reestablished.

Factsheet





Overview of modules

- HR employees:
  - WebTerminal
  - Timesheet
- Employee absence requests:
  - Submit/process time requests
  - Add missing bookings
  - View team calendar
- Application for Leave of Absence Manager:
  - Review and approve applications

HR employee module

- Record attendances and absences with a single touch
- Bookings made from any location
- Display daily bookings
- Call up timesheets (current and previous month)

Example of timesheet

- Overview of all working hours and absence periods
- Compares target times and actual times
- Displays remaining holidays

System requirements and security

- Mobile phone (iOS 12 and above, Android 5 and above)
- ERP Time app activated using a QR code
- Available HR Employee user license in the B-COMM for SAP system
- All user-related data is saved in encrypted form on the mobile phone
- Offline bookings are stored in an encrypted database on the mobile phone

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Any questions? We will be happy to assist you.

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