

# Altamira



## ALTAMIRA **ATTENDANCE**

[www.altamirahrm.com](http://www.altamirahrm.com)

# THE FEATURES OFFERED BY **ALTAMIRA ATTENDANCE**

**Altamira Attendance is a cloud software that allows you to handle clocking in/out and overtime in a self-service environment.**

## **GIVE INDEPENDENCE TO YOUR STAFF**

Altamira Attendance simplifies the work of your Human Resources department by giving wide autonomy to employees. Each of them will receive their own credentials to access the self-service platform.

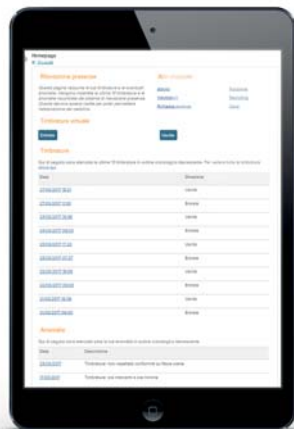
In their own personal area, employees can clock in and out, check their timesheet, resolve any anomalies (for example, if they forgot to clock out the day before), request that extra hours worked be converted into overtime or added to a working time account, etc.

Their managers will find it just as easy to answer their requests and monitor the status of the team.

## **READY TO CONNECT TO YOUR PAYROLL SOLUTION**

The value offered by an attendance management system also depends on its ability to communicate with the payroll software of the company, whether internal or outsourced, and provide the essential data for processing pay slips.

Altamira Attendance is an open platform, designed to integrate fully with payroll software, including all the major players on the market.



## **ADOPT A COMPREHENSIVE TOOL**

While we offer a simple and intuitive interface for employees, managers and the Human Resources department, we give the person in charge of attendance management for the company the full power of Altamira so they can perform their work in the best way.

Thanks to its enormous flexibility, wealth of features and customization capabilities, our software platform can fulfil any specific requirements and can fit any company use case.

## **CLOCK IN WHEREVER YOU ARE**

With Altamira Attendance, it is not necessary to be at the company's office to clock in. Just log on to the platform with any device connected to the Internet and which features a web browser, such as a smartphone or tablet, to record the beginning and end of your working day.

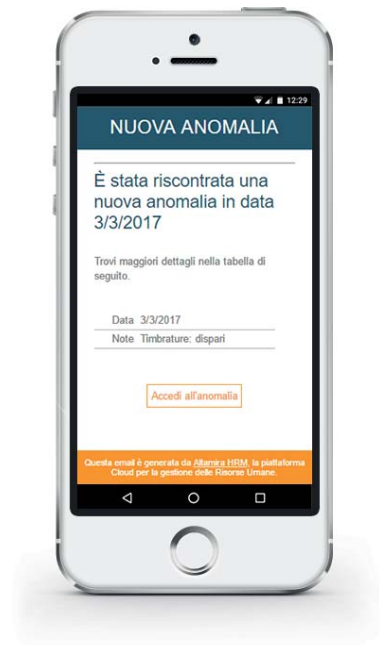
This is a must for all employees who often work on the move, and an efficient solution for all companies that do not wish to use a hardware attendance system.

## RECEIVE AUTOMATIC NOTIFICATIONS

Altamira Attendance offers a rich system of automatic notifications that allows employees, managers and the Human Resources department to be informed in real time of any activity or event that involves them.

Notifications are sent via e-mail. These messages contain a button through which the user can directly access the information pertaining to the activity in question.

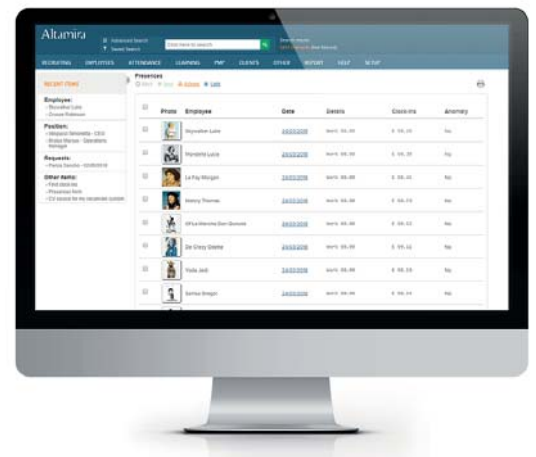
All these operations can take place without the need to log on to the platform.



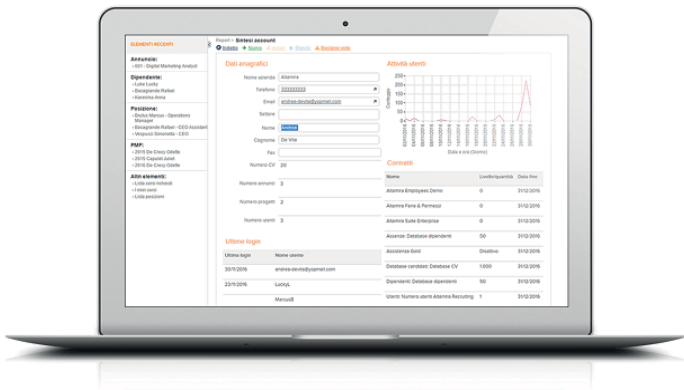
## PRODUCE DOCUMENTS AND REPORTS

With Altamira, the attendance manager will have no difficulty in producing the documents they need most, such as those showing the number and type of hours worked, the attendance book, or the hours worked by a particular cost center.

The Human Resources department can also take advantage of the report engine to collect and visualize all the data stored on the platform in the form of graphs and tables, so that they can obtain all the insights and statistics they are interested in regarding the company's staff.



# WHY CHOOSE **OUR SOFTWARE**



## HIGHLY CUSTOMIZABLE

Altamira software has the great advantage of being easily adapted to the processes and requirements of the client company.

Indeed, it offers complete freedom to make any changes required, such as creating and editing fields, adding lists and customizing the layout and workflow.

The Altamira HRM suite is a safe investment: when requirements and procedures change, the platform can be reconfigured accordingly!

## EASY TO USE

Using Altamira software is simple and requires minimal training, which is provided at the beginning of the contract.

Access is by a simple browser - an environment familiar to everyone - using personal credentials (username and password).

The clear and user-friendly interface is designed to be quickly mastered, even by those who only occasionally use the platform.

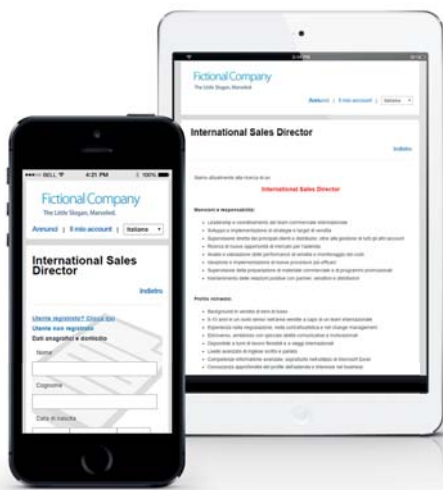


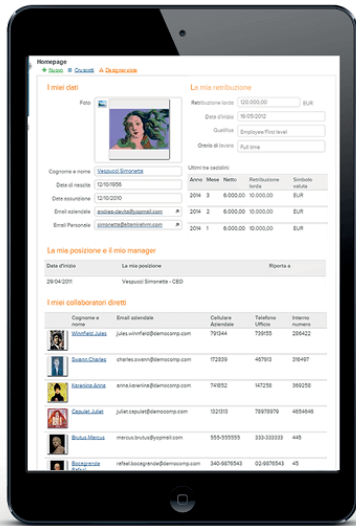
## ACCESSIBLE FROM ANYWHERE

All products in the Altamira HRM suite are provided via Cloud and available in self-service mode.

This means that you can access them from anywhere and using any device with a browser!

The responsive design of our platform makes for easy use and excellent browsing experience with any smartphone or tablet.





## EASILY INTEGRATED

Altamira HRM integrates easily with other business software, such as payroll systems, attendance tracking, CRM etc.

This way you can import and export data in commonly-used formats and take advantage of the powerful reporting features available.

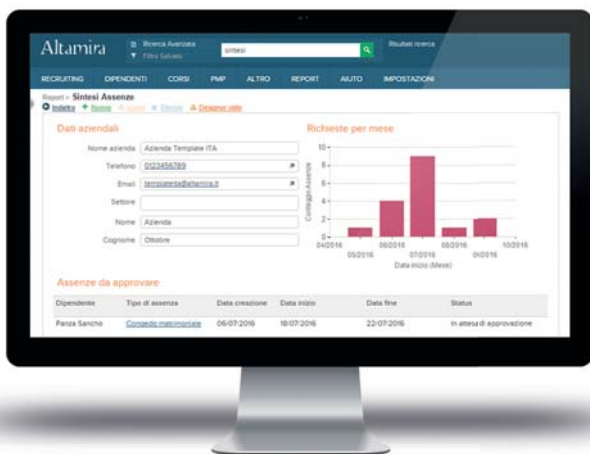
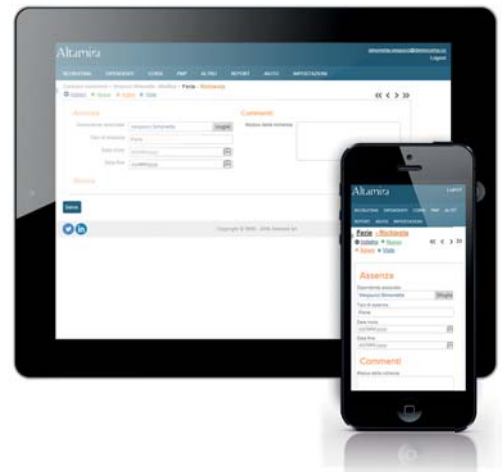
Any changes which arise in HR and IT strategy will be managed in a simple and painless way!

## RELIABLE

Altamira has chosen one of the biggest cloud computing companies in the world to host its services, guaranteeing security, reliability and stability.

We work with attorneys and privacy consultants to ensure that our platform always complies fully with all regulations.

We also provide all customers with two focal points, one technical and one commercial, for quick and comprehensive assistance.



## CONVENIENT

The Altamira HRM suite does not require the purchase of any licence, nor does it involve complicated installation, maintenance and upgrades or call for IT unit intervention.

Prices are based on company size and requirements: you only pay for what you actually need, through a monthly or annual fee.



## ABOUT US

Altamira Srl is an Italian software company which produces recruiting and human resources software.

Founded in 1999 and based in Milan, it was among the first in Italy to offer its products via SaaS (Cloud).

All team members (marketing staff, consultants, programmers, and technical assistance) are highly qualified and have training and experience in human resources management processes.



## OUR PRODUCTS

Altamira offers a suite of software for human resources management consisting of:

- **Altamira Recruiting** to manage the entire candidate selection process.
- **Altamira Employees** for managing employee data and documents.
- **Altamira Learning** to handle corporate training.
- **Altamira Performance** to digitize the performance evaluation process.
- **Altamira Leave Management** to request and approve absences and leave.
- **Altamira Attendance** to control clocking in/out and overtime.

# Altamira

The full HR Altamira software suite meets the needs of both small and large businesses, as well as those of complex multinational groups.

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