



# The ExpressTime Insider

[www.expresstime.net](http://www.expresstime.net)

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With every new year comes opportunity for new beginnings. ExpressTime Solutions would like to extend a New Year's Greeting to our valued clients and to wish each of you a happy and successful 2017.

We are excited about fantastic new applications, upgrades and new products to introduce this year and can hardly contain our excitement over what this will mean to our customers. We believe that the progress we made last year provides the platform which will insure our successful launch of new products this year.

We sincerely hope that our customers benefit from the tremendous reliability and incredible adaptability that ExpressTime Solutions ETO (ExpressTime Online) offers. Those benefits include items like:

## **ExpressTime Mobile**

### Employee Uses for Mobile

- Clock in/out via GPS
- Verification of hours worked
- Ability to view upcoming schedules

### Supervisor Uses for Mobile

- Clock in/out via GPS
- Verification of hours worked
- Ability to view upcoming schedules

Ability to access buildings to get all pertinent building information such as contact phone numbers, alarm codes, etc.

Ability to verify employee clock in/out

Administrators have access to the same information as well

### **ExpressTime Statistics Report**

“Budget vs Actual” includes payroll overhead (worker’s compensation, state and federal taxes, insurance, etc. which provides you with a true picture of profitability.

### **ExpressTime Task Schedules**

Each building’s task schedule can be customized to fit your need. Task Schedules can be duplicated from building to building if appropriate.

### **ExpressTime Approved Employee List**

Allows employees to be pre-approved for a building according to any set of criteria necessary such as: blood born certified, red bag trained, or simply those employees already familiar with a particular building.

### **ExpressTime Texting Notification**

Texting notification allows you to send a text to “an employee”, “all employees in a building”, “all employees”. It also allows you to text “a supervisor”, or “any combination of supervisors”. This feature will save time and improve efficient communication within your company.

### **ExpressTime Supplies**

Approved supplies are customizable for each building for ease of ordering and all supplies can have an attached vendor website and/or URL for reordering those supplies.

### **ExpressTime Equipment**

Equipment can be assigned to a specific building for better tracking.

ExpressTime Solutions was designed specifically for the janitorial business and is constantly being tested in our own janitorial business to assure the product fully meets the needs of our customer base. Each individual aspect of our software is evaluated to maintain the absolute finest business solution results. As we continue to improve and evolve our programs to address our

customer's needs, we always keep our eye on the practical application of our product. We encourage you to utilize the entire program and let us know if you have suggestions as to how to improve our products.

We will endeavor to elaborate on the above items in the next several newsletters to further explain and demonstrate how these applications can be implemented in your business. As always, we appreciate your feedback and comments.



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