

The logo for ClockRite features the word "ClockRite" in blue, with a clock face icon integrated into the letter "i".

# ClockRite

## Sample Job Clocking Reports

### Job Clocking Reports

1. Employee Daily Activity
2. Detailed Job Report
3. Non-productive Work
4. Summary Job Report

### Time & Attendance Reports

5. Clockings and Hours
6. Hours and Gross Pay Summary
7. Paid Hours Including Absence

### Employee Activity Report


Company: All  
4/1/08



Date	ID	Name	Job	Activity	On	Off	%	Taken	Sold	Cost
3/7/00	15	B Anderson	352223	Retail	08:30	08:55	120.0%	0.42	0.50	£2.29
			2041	Idle Time	08:55	09:10	0.0%	0.25	0.00	£1.38
			352205	Internal New	09:10	11:22	106.8%	2.20	2.35	£12.10
			2042	Rectification	11:22	12:30	0.0%	1.13	0.00	£6.23
			352201	Internal New	13:00	17:01	121.2%	4.02	4.87	£22.12
			352193	Retail	17:01	18:00	100.0%	0.98	0.98	£7.03
							<b>96.7%</b>	<b>9.00</b>	<b>8.70</b>	<b>£51.15</b>
3/7/00	13	P Perfect	2041	Idle Time	08:30	08:32	0.0%	0.03	0.00	£0.25
			352200	Warranty	08:32	08:49	109.4%	0.28	0.31	£2.14
			352224	Warranty	08:49	09:15	115.4%	0.43	0.50	£3.27
			2003	Driving	09:15	09:35	0.0%	0.33	0.00	£2.52
			352211	Warranty	09:35	10:50	106.4%	1.25	1.33	£9.44
			352146	Retail	10:50	11:43	101.9%	0.88	0.90	£6.67
			352138	Retail	11:43	12:30	100.4%	0.78	0.79	£5.91
			352138	Lease	13:00	15:00	105.0%	2.00	2.10	£15.10
			2041	Idle Time	15:00	16:13	0.0%	1.22	0.00	£9.19
			352138	Internal	16:13	16:33	120.0%	0.33	0.40	£2.52
			352220	Retail	16:33	17:00	100.0%	0.45	0.45	£3.40
							<b>84.7%</b>	<b>8.00</b>	<b>6.78</b>	<b>£60.40</b>
3/7/00	14	B Talkalot	352030	Lease	08:30	11:57	106.3%	3.45	3.67	£18.98
			351918	Warranty	11:57	12:30	112.1%	0.55	0.62	£3.03
			352262	Warranty	13:00	15:00	175.0%	2.00	3.50	£11.00
			2002	Supervising	15:00	16:30	0.0%	1.50	0.00	£8.25
			2041	Idle Time	16:30	17:00	0.0%	0.50	0.00	£2.75
							<b>97.3%</b>	<b>8.00</b>	<b>7.78</b>	<b>£44.00</b>
<b>Totals for 03/07/00</b>							<b>93.0%</b>	<b>25.00</b>	<b>23.26</b>	<b>£155.55</b>
<b>Grand Totals</b>							<b>93.0%</b>	<b>25.00</b>	<b>23.26</b>	<b>£155.55</b>

### Detailed Job Report

Company: All  
4/1/08



Job	Date	ID	Name	Activity	On	Off	Uptd	Close	%	Taken	Sold	Cost
352187	3/7/00	17	D Manners	Retail	13:39	15:05	N	Y	118.6%	1.43	1.70	£10.03
	5/7/00	12	J Bloggs	Internal New	13:49	14:08	N	Y	116.8%	0.32	0.37	£1.90
	7/7/00	23	S Franklin	Retail	15:34	15:41	N	Y	137.1%	0.12	0.16	£1.19
	10/7/00	25	A Fetherstone	Retail	08:52	08:58	N	Y	100.0%	0.10	0.10	£0.26
				Retail	16:02	16:23	N	Y	114.3%	0.35	0.40	£0.89
<b>Totals for Job 352187</b>									<b>117.8%</b>	<b>2.32</b>	<b>2.73</b>	<b>£14.27</b>
<b>Grand Totals</b>									<b>117.8%</b>	<b>2.32</b>	<b>2.73</b>	<b>£14.27</b>

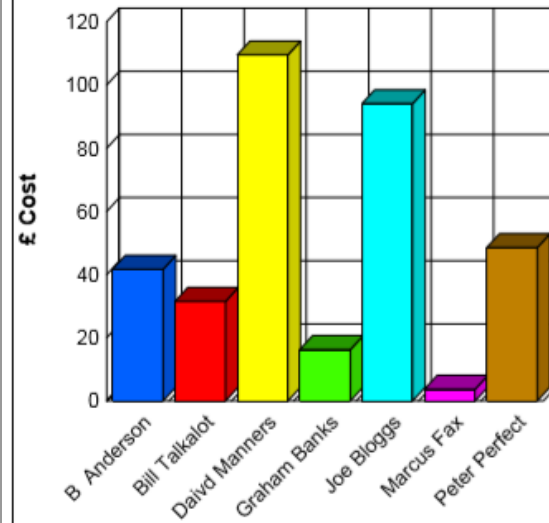
### Non Prod Work by Employee (Summary)

Company: All  
4/1/08




Name	Taken	Cost
Brian Anderson	7.58	£41.71
Graham Banks	1.98	£16.30
Joe Bloggs	13.97	£94.15
Marcus Fax	0.57	£3.71
Daivd Manners	15.65	£109.55
Peter Perfect	5.98	£48.57
Bill Talkalot	5.73	£31.53
<b>Grand Totals</b>	<b>51.47</b>	<b>£345.53</b>

Cost Of Non Productive Time



Activity	Taken	Cost
On Site Training	13.98	£93.69
Supervising	5.38	£34.01
Driving	13.15	£89.48
Breaks	2.92	£23.30
Idle Time	9.08	£66.26
Rectification	6.95	£38.78
<b>Grand Totals</b>	<b>51.47</b>	<b>£345.53</b>



Summary Job Report					
					
2/11/15					
Job	Name	Activity	Code	Taken	Sold
<b>97345</b>					
166	( Alan Main	All Work	10	24.00	24.00
312	J Alexandrescu	All Work	10	24.25	24.25
468	S Baggley	All Work	10	41.50	41.50
209	M Bors	All Work	10	8.50	8.50
392	C Bradford-Emery	All Work	10	44.00	44.00
355	T Brown	All Work	10	43.00	43.00
109	C Budny	All Work	10	8.50	8.50
503	( Connor Budny	All Work	10	24.00	24.00
514	( Duane Logan	All Work	10	24.00	24.00
487	O Elston	All Work	10	68.25	68.25
259	B Embury	All Work	10	50.75	50.75
407	P Haylett	All Work	10	6.50	6.50
500	A Hepburn	All Work	10	82.75	82.75
505	A Jackson	All Work	10	32.75	32.75
462	C Jones	All Work	10	153.75	153.75
501	D Logan	All Work	10	94.00	94.00
101	A Main	All Work	10	81.50	81.50
386	( Milhall Bors	All Work	10	24.00	24.00
506	P Murphy	All Work	10	8.50	8.50
330	N Noakes	All Work	10	101.25	101.25
376	R O Brien	All Work	10	25.25	25.25
471	D Pigram	All Work	10	28.00	28.00
336	P Popovs	All Work	10	60.00	60.00
264	C Powers	All Work	10	113.25	113.25
127	L Preston	All Work	10	8.25	8.25
502	( Scott Baggley	All Work	10	24.00	24.00
395	J Stammers	All Work	10	60.00	60.00
266	G Taylor	All Work	10	174.50	174.50
449	J Toole	All Work	10	8.50	8.50
267	J Trevers	All Work	10	52.75	52.75
421	( Wayne Evans	All Work	10	24.00	24.00
455	A Wickes	All Work	10	41.50	41.50
324	J Wilson	All Work	10	8.50	8.50
<b>Totals for Job 97345</b>				<b>1,574.25</b>	<b>1,574.25</b>
<b>Grand Totals</b>				<b>1,574.25</b>	<b>1,574.25</b>

Clockings and Hours 4/1/08		Rounded Clockings								Pay Rates					TIMEPro		
		1	2	3	4	5	6	7	8	1	2	3	4	5	Total	Status	
12	<b>Joe Bloggs</b>																
	Mon 10/07/00	08:30	12:30	13:00	18:00					8.00	1.00				9.00	OK	
	Tue 11/07/00	08:30	12:30	13:00	17:00					8.00					8.00	OK	
	Wed 12/07/00	08:30	12:30	13:00	18:45					8.00	1.45				9.45	OK	
	Thu 13/07/00	08:30	12:30	13:00	17:30					8.00	0.30				8.30	OK	
	Fri 14/07/00									8.00					8.00	Sickness (Paid)	
	Sat 15/07/00	08:30	12:30								4.00				4.00	OK	
		Weekly Total for Joe Bloggs								HH:MM	40.00	7.15				47.15	
										Decimal	40.00	7.25				47.25	
		Total for Joe Bloggs								HH:MM	40.00	7.15	0.00	0.00	0.00	47.15	
										Decimal	40.00	7.25	0.00	0.00	0.00	47.25	
13	<b>Peter Perfect</b>																
	Mon 10/07/00									8.00					8.00	Holiday (Paid)	
	Tue 11/07/00	09:00	12:30	13:00	17:45					8.00	0.15				8.15	Late Start	
	Wed 12/07/00	08:30	12:30	13:00	17:30					8.00	0.30				8.30	OK	
	Thu 13/07/00	08:30	12:30	13:00	18:30					8.00	1.30				9.30	OK	
	Fri 14/07/00	08:30	12:30	13:00	16:00					7.00					7.00	Early Finish	
	Sat 15/07/00	08:30	12:30								4.00				4.00	OK	
		Weekly Total for Peter Perfect								HH:MM	39.00	6.15				45.15	
										Decimal	39.00	6.25				45.25	
		Total for Peter Perfect								HH:MM	39.00	6.15	0.00	0.00	0.00	45.15	
										Decimal	39.00	6.25	0.00	0.00	0.00	45.25	

### Hours and Gross Pay (Summary)



Company: All

4/1/08

Total Hours Payable

	Hrs @ 1	Hrs @ 2	Hrs @ 3	Hrs @ 4	Hrs @ 5	£ @ 1	£ @ 2	£ @ 3	£ @ 4	£ @ 5	Adj	Total
<b>Productive</b>												
B Anderson	242.50	5.00				£1,333.75	£35.75					£1,369.50
J Bloggs	220.00	16.75				£1,320.00	£130.65					£1,450.65
P Perfect	293.25	6.25				£2,214.04	£61.34					£2,275.38
B Talkalot	279.50	3.50				£1,537.25	£25.03					£1,562.28
<b>Productive</b>	<b>1,035.25</b>	<b>31.50</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>£6,405.04</b>	<b>£252.77</b>					<b>£6,657.81</b>
<b>Service</b>												
D Manners	294.75	1.75				£2,063.25	£15.93			£10.00		£2,089.18
<b>Service</b>	<b>294.75</b>	<b>1.75</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>£2,063.25</b>	<b>£15.93</b>			<b>£10.00</b>		<b>£2,089.18</b>
<b>Grand Total</b>	<b>1,330.00</b>	<b>33.25</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>£8,468.29</b>	<b>£268.69</b>			<b>£10.00</b>		<b>£8,746.98</b>

Paid Hours (Inc Absence) Summary										
Company: Master Class Seminar										
10/4/08										
Total Hours Payable (INCLUDING Paid Absence)						Paid Absence Hours				
Pay ID	Hrs @ 1	Hrs @ 2	Hrs @ 3	Hrs @ 4	Hrs @ 5	Holidays	Sickness	Training	Other	Total
<b>Master Group</b>										
A Forman	107	171.92	13.58			37.00				37.00
P Perfect	111	172.00	22.25			46.00				46.00
E Steady	102	172.00	38.58			16.00				16.00
B Talkalot	103	171.75	37.42			8.00				8.00
<b>Total for Master Group</b>	<b>687.67</b>	<b>111.83</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>107.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>107.00</b>
<b>Non Productive</b>										
D Brookshaw	504	179.00	62.25			24.00				24.00
J Evans	501	172.00	37.67			16.00				16.00
D Gee	114	172.00	6.08			8.00		39.00		47.00
J Hardwick	113	172.00	28.17			24.00		39.00		63.00
C Harratt	505	172.00	59.50			8.00				8.00
G Noble	503	102.00	32.25			8.00				8.00
B Rees	502	172.00	52.00			23.00				23.00
J Sunderland	507	168.58	15.17			28.00				28.00
M Vauxhall	506	101.75	6.25			8.00				8.00
L Wright	508	78.00	22.58							
<b>Total for Non Productive</b>	<b>1,489.33</b>	<b>321.92</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>147.00</b>	<b>0.00</b>	<b>78.00</b>	<b>0.00</b>	<b>225.00</b>
<b>Productive</b>										
J Brown	104	172.00	28.42			8.00				8.00
M Davies	106	171.67	29.08			16.00				16.00
J Fowel	108	172.00	39.50			8.00				8.00
H Ladbrook	110	171.92	11.67			39.00				39.00
P Neil	105	8.00				8.00				8.00
B Peachy	109	171.75	23.67			8.00				8.00
A Smedley	112	172.00	31.92			8.00				8.00
I Wild	101	172.00	34.25			8.00				8.00
<b>Total for Productive</b>	<b>1,211.33</b>	<b>198.50</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>103.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>103.00</b>
<b>Grand Total</b>	<b>3,388.33</b>	<b>632.25</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>357.00</b>	<b>0.00</b>	<b>78.00</b>	<b>0.00</b>	<b>435.00</b>

