



Take a Look at

THE RICH FEATURES



What is Enterprise Timesheet & Attendance CSV Extractor?

The Enterprise Timesheet & Attendance CSV Extractor allows organizations to import timesheet & attendance data into a CSV or Excel File using more complex and specific criteria.



Key Features of Enterprise Timesheet & Attendance CSV Extractor:

- Extract timesheet reports using different combinations of search criteria.
- Add more fields to be displayed in the timesheet report.
- Get a summary of the search criteria you used within the timesheet report itself.










Enterprise Timesheet & Attendance CSV Extractor

The Admin is able to extract timesheet data using detailed filter criteria.

Export Timesheet Data As CSV

Filter Criteria

Employee	<input type="text"/>	Customer	All 
Supervisor	All 	Project	All <input type="text"/>
Employment Status	All 	Activity	All <input type="text"/>
Timesheet Start Date	yy-mm-dd 	Sub Unit	All 
From *	yy-mm-dd 	To *	yy-mm-dd 

The Admin can add additional fields to be displayed in the CSV/Excel data.

Additional Fields to Display

☐ Job Title ☐ Employment Status ☐ Joined Date ☐ Location ☐ Supervisor






Get a summary of the search criteria you used to generate the timesheet report when exporting to CSV.

☐ Include Filter Criteria in the CSV

Export to CSV

The HR Admin and the Supervisor can also extract attendance reports of its employee.

Attendance Total Summary Report

Employee Name*	<input type="text" value="Emma White"/>
Job Title	All 
Sub Unit	All 
Employment Status	All 
From	Mon, 30 Apr 2012 
To	Fri, 04 May 2012 

View

* required field

The HR Admin can extract the attendance summary of all employees and supervisors can extract attendance summary of his/her subordinates.

Attendance Total Summary Report	
Employee Name	Emma White
From	Mon, 30 Apr 2012
To	Fri, 04 May 2012
Employee Name	Time (hours)
Emma White	0.05
Total	



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