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Employee time clock by [Riley Poole](#)

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Different business models require different ways of keeping track of employee shifts and schedules. If you are finding that your current employee time clock is not serving you as well as it could be, or if you don't know if it could be serving you better, take a look at this article which is designed to give you some perspective about some basic types of time clocks available today. They are the kiosk system, the company network system, and an external server system.

Before we discuss these time clocks, you may be someone who actually doesn't even use a time clock for their business. You keep track with records, or a written time sheet and a written, posted time schedule. This is usually passable for a small scale operation, but it can be managed so much better and more neatly with an electronic version of an employee time clock. Additionally, your employees will be able to make adjustments more easily by letting you know what they need, even if it's with short notice. Then you can simply go into the system and make a small adjustment with a press of a keyboard key. Pay attention to which type of electronic time clock might really make you and your workers happier.

Small businesses with a limited number of employees will probably be good candidates for the simple kiosk system. This is where you install a computer program into a local computer and use it for all employees to come by and clock in. It is a "kiosk" where you clock in. This works well because it isn't very expensive, it is simple, and it allows you to monitor all employees as they come in. You physically see them and can help them when necessary as well.

Yet, for a business that's a little bit larger, a network system is likely the better fit. If the business is located in one central building and uses a given company web-based network, then you can have control of your time clock through your own network, with the flexibility of being able to open up a web-based home page and clock in from multiple locations.

Finally, if you are using a hosting system where you hire an external server to keep your records, you can have multiple locations and have any number of employees clock in remotely, accessing the web-based server from wherever they are.

With these models in mind, which one do you think will suit your business best?

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