Personalwolke

HR-Software

Personalwolke Community Edition

Simplify and digitalize your time tracking

powered by **workflow**
Simplify your HR

YOUR BENEFITS

Digitalization in communities starts with time tracking and leave management.
With Personalwolke, tracking working hours becomes easy for employees of all institutions.
Whether in the community office, building yard, kindergarten, or school – working hours can be booked from any device.

The Personalwolke Community Edition is preconfigured and tailored to the specific needs of communities.

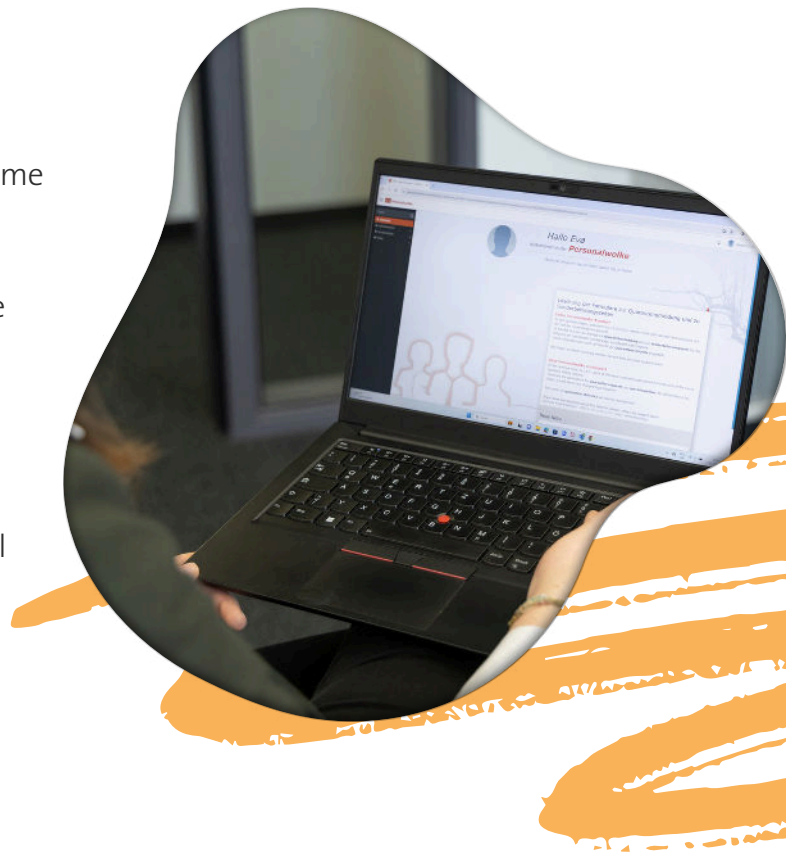## Digital Time Tracking and Vacation Management

- Track working hours via PC, smartphone or time recording terminal
- Holiday management in hours
- Evaluation of working hours according to the fortieth rule

Easy to Use

- Particularly easy and intuitive handling for all employees
- Subsequent time corrections
- Automated workflows

K5-Lohn Interface

- Easy connection to k5-Lohn or other federal state-specific payroll accounting programmes
- Additional interfaces to third-party systems can be integrated

ON THE PATH TO SUCCESS

Integrate Personalwolke into your community in a fully customized way and benefit from a simple and modern time management solution.

In Winter Service: Snow Removal

Working hours are booked directly to the 'Winter service' cost centre via smartphone.

In Summer Service: Green Maintenance and Planting

Working hours can be tracked via smartphone or at the municipal depot using the time tracking terminal.

Easy switching between cost centers and multiple cost centers can be booked in a single day.

In Kindergarten, School, and After-School Care:

Booking of working hours on site via time recording terminal or from home as preparation time.

Construction Site

Quick clock-in and clock-out via time tracking terminal

At the Municipal Office

Quick time tracking via PC, smartphone, or time tracking terminal.

Working hours outside regular tasks, such as meetings, can also be recorded.

Cost center tracking is optional.

To even better meet your needs, expand the Community Edition with the following modules:

Project time tracking Personalwolke Project Time or

Personnel management with Personalwolke HR-Expert

TIME TRACKING TERMINAL

The time tracking terminal enables fast and reliable tracking of working and project hours using an NFC/Mifare card/key fob. Complex management of booking media (key fobs, cards) is no longer necessary, as these can be managed directly at the terminal.

The terminal automatically synchronizes all tracked working times and bookings with Personalwolke. Your HR department can then conveniently manage all transferred data in the web-based system on the PC.

We preconfigure each terminal for you and adapt further optional settings individually so that every employee can quickly and easily make bookings.

Features

- Tracking of working times (clock in, clock out, breaks)
- Tracking of absence reasons such as medical appointments, business trips, and more
- Simple user interface
- Error-free data evaluation and report generation

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