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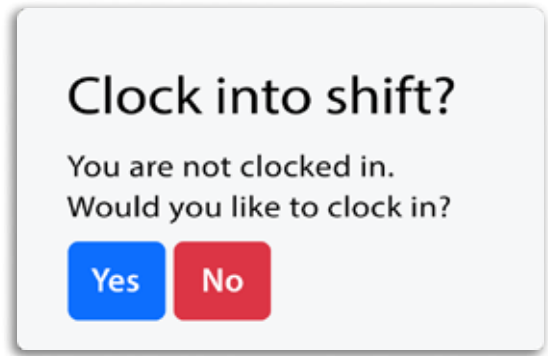
*In your shop, at your side*

**Manager**<sup>™</sup> **SE**  
Time Manager

# Manager™ SE Time Manager

## Time Management Features to Increase Visibility, Accountability and Efficiency

Labor time is a crucial component of your auto repair shop's productivity and success. For maximum shop performance, you need to track your technicians' efficiency and know at a glance the status of current job assignments.



The time management and tracking features in the Manager SE shop management system give you full visibility to technician labor times and employee shifts (optional), all presented in a secure, intuitive dashboard.

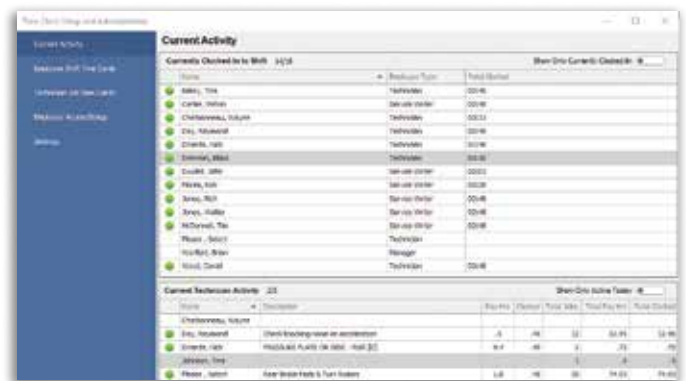
### Technician Labor Time Clock

- ▶ Technicians clock in and out of labor operations to track their time for each assigned job
- ▶ Upon a job's completion, Time Clocked value populates the Actual Hours field in the Manager SE repair order labor item
- ▶ Overview of clocked hours and efficiency for each technician
- ▶ Tech Time Card: Visible alert if any clocked time exceeds pay hours



### Current Activity Screen

- ▶ Secure dashboard allows owners and managers to quickly confirm which employees are clocked in for their workday shift
- ▶ Verify current technician workloads, including jobs assigned and total clocked time for each
- ▶ Security settings ensure proper access and privileges for every role in the shop



### Employee Shift Clock

- ▶ Shop employees can track their hours on their mobile device (can clock in/out for shift; access data in read-only mode)
- ▶ Employee time tracking website displays hours and any changes made by managers inside Manager SE (protected by program security)
- ▶ Employee Time Card: Provides management with review of clocked-in hours

## For more information:

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