



# SCHEDULING SOLUTION

APS' scheduling solution makes it easy to control labor costs, prevent understaffing and overstaffing, as well as maintain compliance. Our single-system design provides automatic, real-time syncing of attendance and payroll data. Managers have an instant view of employee availability and employees always have access to their schedules on any device.

## KEY FEATURES

- Scheduling dashboards with real-time alerts for lates, absences, variances, and conflicts.
- Flexibility to set, change and duplicate schedule settings and templates.
- Configurable work templates based on a period of time, department, or shift.
- Accurate reporting for hours worked versus hours scheduled.
- Choose start/end times, break times, and the number of employees needed for a shift.

Create, assign, and edit schedules with ease. Assign multiple employees to a shift or multiple shifts to an employee. Need to make a change to an employee's schedule? No problem. Add new shifts or edit existing shifts on the schedule in a few clicks.

### SCHEDULING DASHBOARD

[Back To Attendance](#)

Absent - 4

Late - 6

Conflicts - 0

Variances - 17

Exceptions - 7

#### Schedules

Schedules  
23

Budgeted Hours  
3,615.75

Open Shifts  
243

Total Shifts  
510

267 shifts assigned  
52%

#### Work Templates

Templates  
69

Recurring  
2

Budgeted Hours  
7,581.50

Pre-Assigned Shifts  
0

Total Shifts  
1130

# KEY BENEFITS

- Eliminate labor costs associated with understaffing and overstaffing.
- Automatic syncing of attendance and payroll data for accurate paychecks and happy employees.
- Schedule summary emails provide direct communication between employees and managers.
- Give managers access to all schedules or just specific templates for better task delegation.
- Create recurring schedules that generate automatically to save valuable time.

### Template Details

Name:  Template Length:  Starting Day:  0.00 assigned hours 80.00 budgeted hours

[Copy Schedule](#) [Save Schedule](#) [Recurring Schedule: NO](#)

WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
<a href="#">ADD SHIFT</a> <b>100 - Senior Management</b> 08:00 AM - 5:00 PM 9.00 hours -60 minute break 8.00 hours 2 people needed <b>16.00 total hours</b> <a href="#">ADD EMPLOYEE(S)</a> <a href="#">EDIT</a> <a href="#">COPY SHIFT</a> <a href="#">DELETE</a>	<a href="#">ADD S</a> <b>100 - Senior M</b> 08:00 AM - 5:00 PM 9.00 hours -60 minute break 8.00 hours 2 people needed <b>16.00 total hours</b> <a href="#">ADD EMP</a> <a href="#">EDIT</a> <a href="#">COPY S</a>	<a href="#">ADD S</a> <b>100 - Senior M</b> 08:00 AM - 5:00 PM 9.00 hours -60 minute break 8.00 hours 2 people needed <b>16.00 total hours</b> <a href="#">ADD EMP</a> <a href="#">EDIT</a> <a href="#">COPY S</a>	<a href="#">ADD S</a> <b>100 - Senior M</b> 08:00 AM - 5:00 PM 9.00 hours -60 minute break 8.00 hours 2 people needed <b>16.00 total hours</b> <a href="#">ADD EMP</a> <a href="#">EDIT</a> <a href="#">COPY S</a>	<a href="#">ADD SHIFT</a> <b>100 - Senior Management</b> 08:00 AM - 5:00 PM 9.00 hours -60 minute break 8.00 hours 2 people needed <b>16.00 total hours</b> <a href="#">ADD EMPLOYEE(S)</a> <a href="#">EDIT</a> <a href="#">COPY SHIFT</a> <a href="#">DELETE</a>

WEDNESDAY 100 - Senior Management 8.00 hours

08:00 AM - 05:00 PM (60 minute break)

Type Name, EE Number or SSN Here...

Name	Total Labor Cost	Conflicts
KEATS, AUSTIN (00003)	\$0.00	
STEEN, RONNIE (00002)	\$240.00	

2 shift(s) remaining

[Apply Shift to Selected Employee\(s\)](#)

## ABOUT APS

APS brings innovation and scalability to modern workforce management. We believe that our clients, their employees, and our partners deserve an easy-to-use, logical technology platform delivered with personalized service and support. We design our unified technology with a focus on the user experience to improve usability, efficiency, and adoption. APS understands the challenges organizations of all sizes face, which is why we provide a full suite of cloud-based solutions that address all aspects of employee management.

APS is different because of our personalized approach to technology and service with a focus on the client experience. As a result, we continually maintain a 98% customer retention rate. Since 2014, we have ranked as a High Performer, the #1 software company in Louisiana, as well as Best Customer Support, Ease-of-Use, Functionality, and Product Quality by G2 Crowd.



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APS guarantees tax payments and filings to be accurate and timely, as long as the data provided to APS is accurate and timely and the customer's account is sufficiently funded to cover all payroll tax liabilities. If a tax penalty is the result of our error, we'll maintain the abatement process and absorb any fines or interest due.