

WORKTIME MANAGER

What is WorkTime Manager?

The task of the WorkTime Manager is to intelligently present data on the activity of employees and groups of employees (including those working remotely). This is possible thanks to the use of artificial intelligence.

WHY USE A **WORKTIME MANAGER**?

- ✓ Automatic integration of user data with Active Directory,
- ✓ detailed summary of time spent on applications and websites,
- ✓ increased security by monitoring connected external drives,
- ✓ real-time access to data using a web-based console,
- ✓ ability to analyze productivity time according to the work of various departments,
- ✓ full record of generated documents for a given user.

LOGIN TIME, ACTIVITY VS. PRODUCTIVITY

The eAuditor system makes it possible to measure various variables that characterize users' work. With the help of a special API, it can show at what point users perform activities defined as productive, and when they are distracted by themselves with, for example, entertaining applications.

FULL DEFINABILITY OF USER GROUPS

Within WorkTime Manager, it is possible to define groups corresponding to separate departments or units in the organization. Thanks to this, the supervisor of a given group receives a full view of the activity of all members of the group.

ALL INFORMATION IN ONE PLACE

Managers get access to a special panel where they can read key information about specific users or entire departments within the organizational structure.

• Documents

The department responsible for the organization's equipment inventory, from the user's view, can easily view, modify, delete, print, and add necessary documents. With a few clicks, it is possible to generate a transfer protocol (PP), a return protocol (PZ), and a PZ+PP (return and transfer protocol).

• Domain accounts

From the WorkTime Manager, it is possible to read all domain accounts assigned to a given user. This is made possible by the full integration of the eAuditor system with Microsoft Active Directory. Thanks to this, in one place, the administrator can read the login information of a given user using a specific domain account.

- **Assigned computers and used computers**

An employee performing his duties stationary in the office or on remote work may be assigned one or more computers for use. It is crucial to verify that he or she is realistically using the assigned resources, to minimize the cost of purchasing, for example, new equipment for the organization. WorkTime Manager addresses this need, as it allows reading the date of the last login on a given computer.

- **Assigned devices**

To inventory the used devices belonging to the organization, it is necessary to have a system that allows assigning equipment to a specific user. In the eAuditor system, and more specifically within the WorkTime Manager view, it is possible to view all devices assigned to a particular user.

- **Activity**

It is possible to verify on an hourly basis the activity and inactivity of a user. The manager can verify whether a given employee's inactivity is conditioned by prolonged meetings or other reasons that require detailed analysis. Aggregate data for a given workday are also presented.

- **Software used**

One of the advantages of the eAuditor system is the ability to manage licenses to minimize costs for paid software. In WorkTime Manager it is possible to verify whether a given software has been used in the interval of the last 3, 6, and 12 months. Thanks to this, it is possible to quickly check whether a particular department of the company is using purchased software such as graphics software.

- **Applications - Total Activity**

WorkTime Manager uses BTC AI Process Classification so that it is possible to indicate the activity, passivity, and application categories used by a user during a given period. Within this section, the administrator and manager can quickly access detailed information about a particular process, making it possible, for example, to read the title of a browser window to verify its usage.

- **Websites - Total Activity**

The implementation of BTC AI Website Classification into WorkTime Manager enables simple, fast, yet automated monitoring of website activity. To ensure the highest level of security, administrators have real-time classification status information. The classification result includes:

- indication of one of many predefined categories,
- presence on the CERT list,
- presence on the list of gambling sites,
- scanning to identify malware,
- analyzing the structure in terms of security,
- possession of a valid SSL certificate.

- **Printing**

From the point of view of managing the organization's resources and using them efficiently, it is important to be able to monitor the printouts, made by employees. In WorkTime Manager it is possible to check: the name of the document, the number of pages, the type of printout (color/monochrome), the date of the printout, and the total cost of the printout.