



BIOMETRIC ATTENDANCE

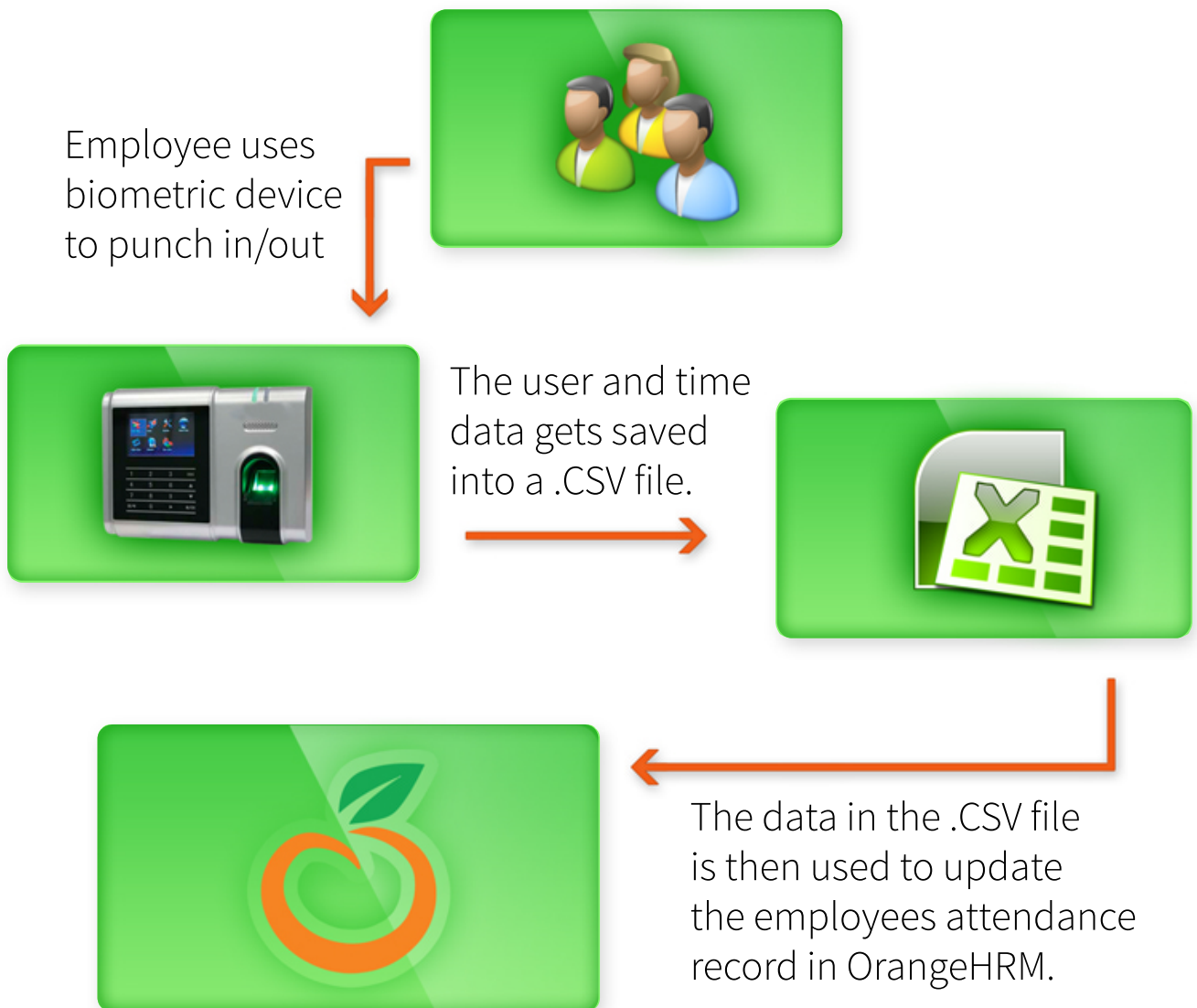
- 📍 Biometric attendance addon which allows for uploading of attendance data into OrangeHRM.
- 📍 Will work with any biometric device, as long as the output file(.CSV) from that device is compatible with the Biometric addon.
- 📍 All data recorded can be used for attendance report generation.
- 📍 Automatic email notifications can be enabled to be sent to both the employee as well as the HR Admin, in the case of incomplete attendance records being uploaded.

The methods of uploading attendance data are given below

Manual Upload: the HR Admin uploads a CSV onto the OrangeHRM system, either daily or weekly (depending on requirement)

Automatic Upload: OrangeHRM can be programmed to automatically go and pick up the customers CSV file with all the punch in and punch out data at programmed intervals.

*Real-time Synchronization: is possible as long as the biometric device supports communication between OrangeHRM and the biometric device. This is done via web services.



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