

# CTR SYSTEMS INC.



## Area Companies Find Efficient, Economical Ways to Streamline Payroll, Employee Time Tracking with CTR Systems

Businesses report determining factors in choosing a payroll company include reliable, affordable, user-friendly products that incorporate web-based applications. They want a company that is able to deliver a seamless conversion process, and they want extraordinary customer service.

These companies find convenient ways to track, manage and process employee time with CTR Systems Inc., which provides companies with high-performance software and services at an affordable cost and helps them to efficiently handle payroll while controlling labor costs.

"I was searching for a cost savings and a company that was not going to increase fees annually, and one that would track more than 100 employees at two different restaurants," said Tracy Thimons, office manager at Chelsea Grille and Hoffstot's Cafe Monaco, who began using CTR in October 2010. "I have enough payroll experience to know that a company may quote one price, but end up charging additional fees for services. CTR delivered everything they promised, at the price they quoted, and everyone involved in the system changeover and conversion was fantastic."

CTR Systems, based just outside of Pittsburgh in Warrendale, uses a layered-table approach, adaptable to any business, to establish deductions, benefit calculations, labor distribution reporting and accounting structure. This flexible system will continue to meet a company's needs as they grow.

"We work with clients to create a seamless process of employee management product integration," said Ken Russo, VP of Operations, EMS division of CTR Systems. "This allows them to effectively master the technology that will make them more efficient and productive, leaving time to focus on other job tasks."

CTR is a single-source provider of products and services for time & attendance, payroll/HR & benefits, parking revenue control and access control. Since 1964, they've been working with businesses small and large to develop integrated systems for their workforce, revenue and facilities management needs.

CTR's comprehensive systems and web-based products offer companies a streamlined approach to their payroll and employee time tracking systems. These products exceed the needs of businesses

that prefer to completely outsource their entire payroll processing functions.

CTR offers services that include calculating and delivering paychecks, full payroll tax filing, garnishments, deductions, and W2 and 1099 processing. Businesses that prefer to perform their payroll and employee tracking functions entirely in-house will benefit from CTR's robust TOPPSWin™ in-house payroll application, a quick, efficient way to process payroll. The system offers flexible user-maintained tables for hours, earnings, taxes, and deductions; multiple cash/void check processing; garnishment, tax levy, and child support processing; checking history with detail earnings, taxes, and direct deposit activity; benefit accrual tracking; and direct deposit.

"I previously did my company's payroll processing by hand," said Debbie Calhoun, a secretary at Moody Corporation. "This system not only saved me a lot of time, but my productivity increased, as I have been able to focus more of my attention on my other duties."

CTR's products help businesses reduce labor and increase profitability by using the latest in hardware and software advancements and making it possible for businesses to collect time and labor data from a variety of technologies that are integrated with CTR's software.

CTR's TimeForce, time and attendance software, has complex capabilities, but is simple enough for even the most inexperienced users to learn. This web-based application provides unique access or permission levels for administrators, managers, and supervisors to review, edit and approve employee time.

Tracking time and attendance with TimeForce is effortless," said Mike Patterson, VP of Sales for CTR. "Everything a company requires to record absence requests, absence tracking, and maintaining accrual balances can be done through TimeForce.

Employees simply make an electronic request via their self-services website or through an employee kiosk. Supervisors receive alerts notifying them of pending absence requests, which they then can electronically approve or deny. Approved absences automatically debit from accrual balances, to which employees and supervisors

always have immediate access, and are electronically calculated in accordance with company absence policies.

In addition to TimeForce, CTR offers a wide range of time collection devices, from the most basic ETC100 time clock, to more advanced equipment, like the biometric IQ1000 time clock. CTR's newest time clocks, the rugged V850 and V800, are portable and durable to enable supervisors or foremen to collect employees' time directly at the jobsite. CTR also offers ways for employees to log their time directly from their computer, rather than having to use a traditional time clock. This portable time tracking is ideal for employees who work from home or are on the go.

CTR Systems' comprehensive software integrates a client's different time processing methods so that time management, data collection, and schedule management can work together, resulting in saving time, money and frustration.

"I started using CTR earlier in the year when I was looking for a system that was easy to use. I found it with CTR's web-based products," said Jeff Williams, controller at KLH Engineers Inc. "The money that we saved by using their products was an additional bonus."



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