

Release Notes 2.78 - Wednesday, January 12th, 2022

Happy New Year Easies! Here are the notes for release 2.78. In this release, we did a small enhancement to allow the ability to filter by “inactive and active” shifts. We also fixed a couple of bugs in different areas like the PTO accrual and history bucket, also in the employee portal. Kindly send us an email with your feedback to products@easyclocking.com. Stay tuned for upcoming updates.

Enhancements/Add-ons:

1. **“Shifts” - Ability to filter by active and inactive shifts:** Before this update, admin users were not able to filter the list of active or inactive shifts created in the system. The system would provide the ability to make the shift inactive but not to filter to only view active shifts.

The screenshot displays the 'Shifts' management page in the EasyClocking system. The top navigation bar includes links for Dashboard, Timesheets, Access Control, Users, Reports, Export, Devices, Job Tracking, Messages, and Settings. The main content area has tabs for General, Pay Class, Shifts (selected), Departments, Absence Types, Custom Fields, Positions, Contractors, Locations, Geo Locations, Privileges, Administrators, and Tasks. A 'Create Shift' button is visible in the top right corner of the main content area.

On the left, there is a list of 'Active Shifts' with a search bar and a list of shift ranges, each with a blue eye icon and a trash icon. The list includes shifts such as '1:00 PM-11:00 PM', '1:00 PM-6:00 PM', '10:00 AM-12:00 PM', '10:00 AM-12:30 PM', '10:00 PM-11:30 PM', '10:00 PM-2:00 AM', '10:05 AM-10:06 AM', '10:30 AM-12:30 PM', '10:30 PM-11:30 PM', '10:30 PM-11:30 PM', and '11:00 AM-11:00 AM'.

On the right, there is a form to create or edit a shift. It includes a 'Shift Name' field, 'Start Time' and 'End Time' dropdowns, a 'Kind' dropdown (set to 'Same day'), and a 'Do you want to allow grace period?' checkbox (set to 'Yes'). Below this, there is a field for 'What is the grace period time?' set to '5 minutes'. A 'Save' button is located at the bottom right of the form.

Fixed Errors/Bugs:

1. **“Employee portal” - Error when an employee tries to login and the employee has a missing punch:** When an employee tries to log in and the employee has a missing punch on the timecard, the user gets a 500 Internal error.

The screenshot displays the 'Easy Clocking' software interface. The top navigation bar includes links for Dashboard, Timesheets, Access Control, Users, Reports, Export, Devices, Job Tracking, Messages, and Settings. The main content area is titled 'Timecards' and features a sub-navigation bar with options like Construction Timecard, Bulk Timecard Edit, Schedules, Add Time, Bonus Time, Paid Time Off, Absence Requests, Geo Punches, and Who's In. A 'Timecard Options' dropdown is also visible. On the left, there are filters for 'Start Period' (8/23/2021), 'End Period' (9/5/2021), 'Department', and a list of employees with 'Jimena Donaldson' selected. The main table shows the timecard for Jimena Donaldson from August 23 to September 1, 2021. The table columns include Name, Day, Time In, Time Out, Regular, OT, T-Bre..., P-Bre..., T-Lun..., P-Lun..., and Out. A yellow highlight and a warning icon indicate a 'Missing punch' on August 25, Wednesday, at 08:45 PM. Other entries show various statuses like 'Absent', 'Personal', and specific time punches.

Name	Day	Time In	Time Out	Regular	OT	T-Bre...	P-Bre...	T-Lun...	P-Lun...	Out
Jimena Donaldson	Aug 23, Mon									Absent
Jimena Donaldson	Aug 24, Tue									Absent
Jimena Donaldson	Aug 25, Wed									Missing punch 08:45 PM
Jimena Donaldson	Aug 26, Thu									Absent
Jimena Donaldson	Aug 27, Fri									Personal
Jimena Donaldson	Aug 27, Fri									Absent
Jimena Donaldson	Aug 30, Mon	11:57 AM	02:35 PM	02:35						
Jimena Donaldson	Aug 30, Mon	02:35 PM	09:11 PM	05:25				01:00		
Jimena Donaldson	Aug 31, Tue									Absent
Jimena Donaldson	Sep 1, Wed	11:02 AM	11:24 AM	00:22						
Jimena Donaldson	Sep 1, Wed	11:25 AM	01:35 PM	01:10				01:00		
Jimena Donaldson	Sep 1, Wed	01:35 PM	02:22 PM	00:47						

2. **“Report” - Issue when running the “Weekly Schedule” reports:** When this report was generated with multiple employees selected, it did not provide the correct information. The incorrect project and job was being associated with the scheduled shift.

Dashboard Users Reports Export Data Collection Job Tracking Messages Settings

Release 2.73 (Tuesday, August 31, 2021)

Timecards Bulk Timecard Edit Schedules Add Time Paid Time Off Absence Requests 1 Geo Punches Who's In

Schedule Options

Department: Filter by:

Selected: 1

ID #	Name
100	sebesta matthew
101	Milek Joshua
102	Okeefe Aiden
103	Dahlager Alexander
104	George Alison
105	Rockley Aslan
106	Fluet Cale
107	Oropeeza Christopher
108	Hartman Connor
109	Rebhun Daniel
110	Rodriguez Medina Gio...
111	Crowl James

Schedule for: Oropeeza Christopher

Current period: 9/13/2021 - 9/26/2021

August 2021

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 12:00 PM - 7:30 PM Job: Rifle RSO	3 9:30 AM - 5:00 PM Job: Rifle RSO	4 1:30 PM - 7:30 PM Job: Rifle RSO	5	6	7 8:30 AM - 4:00 PM Job: Rifle RSO
8	9 1:00 PM - 7:30 PM Job: Rifle RSO	10 1:00 PM - 7:30 PM Job: Rifle RSO	11 12:00 PM - 7:30 PM Job: Shotgun RSO	12 7:00 AM - 12:00 PM Job: Mow Crew	13	14 8:30 AM - 4:00 PM Job: Rifle RSO
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	1	2	3	4

Weekly Schedule

1 / 2 - 90% +

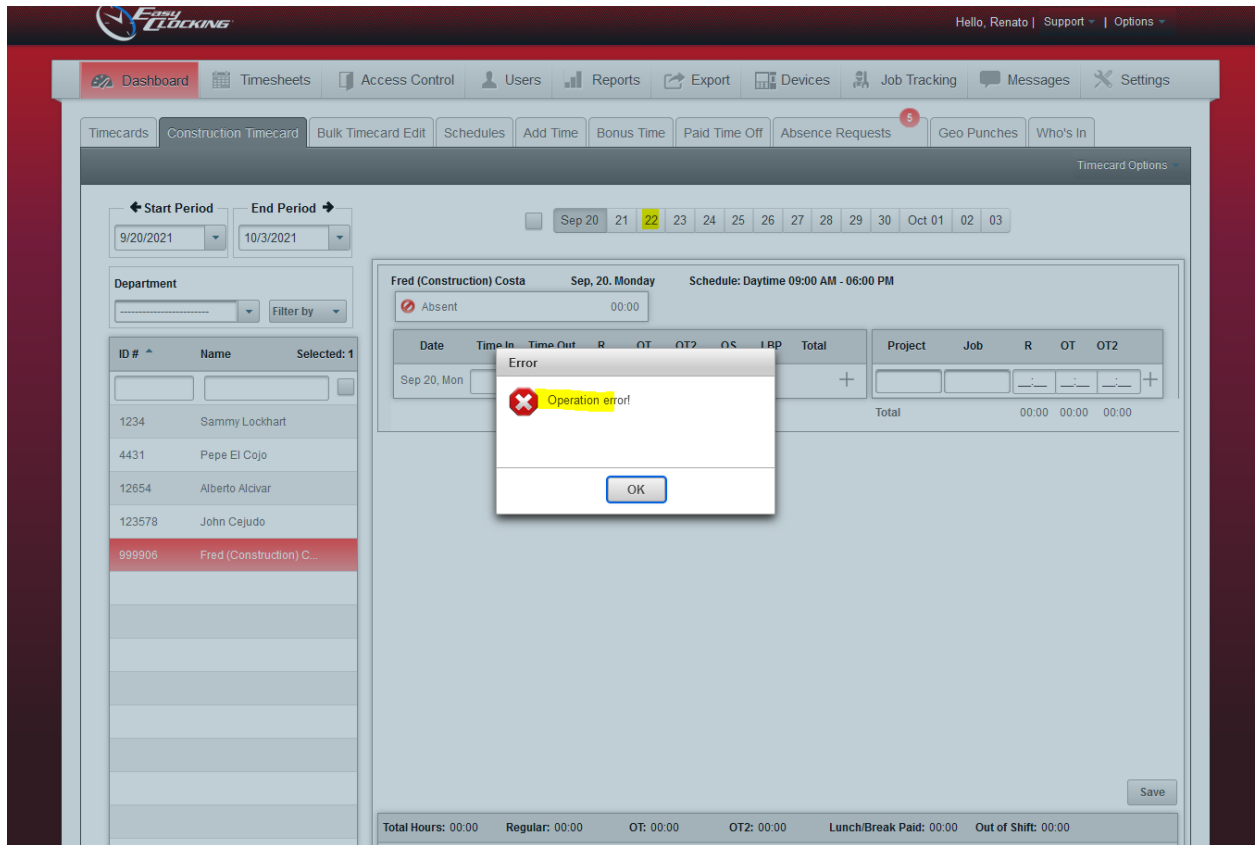
Company: Z Family Company Inc From: 8/2/2021 To: 8/8/2021

Employee	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
matthew j sebesta	08:30 AM - 08:00 PM Mgmt Manager Salary		08:30 AM - 08:00 PM Mgmt Manager Salary		08:30 AM - 08:00 PM Mgmt Manager Salary	08:30 AM - 08:00 PM Mgmt Manager Salary	08:30 AM - 07:00 PM Mgmt Manager Salary
Joshua A Milek		09:30 AM - 07:30 PM Manager Hourly		09:30 AM - 07:30 PM Manager Hourly	11:00 AM - 07:30 PM Manager Hourly	10:00 AM - 07:30 PM Manager Hourly	09:00 AM - 06:00 PM Manager Hourly
Aiden S Okeefe		05:00 PM - 07:30 PM Shotgun RSO	05:00 PM - 07:30 PM Shotgun RSO	03:00 PM - 07:30 PM Rifle RSO			09:30 AM - 06:30 PM Rifle RSO
Alexander J Dahlager	11:00 AM - 04:00 PM Shotgun RSO	09:30 AM - 02:00 PM Manager Hourly	09:30 AM - 07:30 PM Rifle RSO			08:30 AM - 07:30 PM Manager Salary	08:30 AM - 06:30 PM Manager Salary
Alison J George	Request Do Not Schedule	Request Do Not Schedule	Request Do Not Schedule	Request Do Not Schedule	Request Do Not Schedule	08:30 AM - 02:00 PM Shotgun Manager Salary	Request Do Not Schedule
Aslan J Rockley	09:30 AM - 07:30 PM Rifle RSO	02:00 PM - 07:30 PM Rifle RSO	Request Do Not Schedule	Request Do Not Schedule	Request Do Not Schedule	Request Do Not Schedule	Request Do Not Schedule
Cale C Fluet RSO	09:30 AM - 01:30 PM Rifle RSO	04:00 PM - 07:00 PM Float RSO	09:30 AM - 02:30 PM Rifle RSO		09:30 AM - 07:30 PM Shotgun RSO	10:00 AM - 06:00 PM Manager Hourly	10:00 AM - 06:30 PM Shotgun RSO
Christopher Oropeeza	12:00 PM - 07:30 PM Rifle RSO	09:30 AM - 05:00 PM Manager Hourly	01:30 PM - 07:30 PM Rifle RSO			08:30 AM - 04:00 PM Manager Salary	
Connor R Hartman	Request Do Not Schedule	Request Do Not Schedule	Request Do Not Schedule	Request Do Not Schedule	Request Do Not Schedule		08:30 AM - 06:30 PM Manager Salary

3. "PTO History Bucket" - Accrual rules not executing correctly, the hours were not being accrued based on the occurrence configured in the rule: Corrected an issue affecting the execution of accrual of PTO hours.

Annual Accrual Records: PTO							
Year	<	2017	2018	2019	2020	2021	>
Run Date	Target Date	Event Type	Method	Created By	Hours	Start Balance	End Balance
09/09/2021 01:42 PM	07/26/2021	Accrual	Web	System	+ 2.50	139.5	142
09/09/2021 01:42 PM	07/19/2021	Accrual	Web	System	+ 2.50	137	139.5
09/09/2021 01:42 PM	07/12/2021	Accrual	Web	System	+ 2.50	134.5	137
09/09/2021 01:42 PM	07/05/2021	Accrual	Web	System	+ 2.50	132	134.5
09/09/2021 01:42 PM	06/28/2021	Accrual	Web	System	+ 2.50	129.5	132
09/09/2021 01:42 PM	06/21/2021	Accrual	Web	System	+ 2.50	127	129.5
06/22/2021 07:52 PM	06/22/2021	Accrual	Web	renato / SuperAdmin	+ 2.50	124.5	127
06/09/2021 12:57 PM	06/09/2021	Accrual	Web	support / SuperAdmin	+ 5.00	119.5	124.5
05/05/2021 01:30 PM	05/05/2021	Accrual	Web	Simone1 / Admin	+ 5.00	114.5	119.5
04/14/2021 02:48 PM	04/14/2021	Absence Reverse	API	Renato / Admin	+ 2.50	116.5	119
04/14/2021 02:48 PM	04/14/2021	Absence	API	Renato / Admin	- 4.50	119	114.5
04/14/2021 02:42 PM	04/14/2021	Absence Reverse	Web	Simone1 / Admin	+ 4.50	114.5	119
04/14/2021 02:42 PM	04/14/2021	Absence	Web	Simone1 / Admin	- 2.50	119	116.5
04/14/2021 02:41 PM	04/14/2021	Absence	API	Renato / Admin	- 4.50	119	114.5
04/14/2021 02:39 PM	04/14/2021	Absence Reverse	API	Renato / Admin	+ 4.50	114.5	119
Total Accrued Hours: 50		Total Taken Hours: -2		Total Available Ending Balance: 142			

4. **“Construction Timecard” - Operation error when there's a missing "IN" punch in the employee construction timecard:** When there is a missing IN punch on the employee "construction timecard", an operation error occurs the moment the manager tries to view the punches on that day.



5. **“PTO” - The "Maximum Accrued" placeholder was overlapping the "Carry-Over" placeholder in the "Create Accrual Rules" window:** Corrected this small UI issue where the “Maximum Accrued” placeholder available when creating a new accrual rule was overlapping another placeholder available in the same UI, the “Carry-Over”


placeholder.

Create Accrual Rules

1 Accrue hours based on ☒ time ☐ hours worked in a pay period

2 Accrue Personal hours based on time

Accrue hours of Personal every

Starting on Start accruing Personal hours 

Based on hired date

<input type="checkbox"/> After	<input type="text" value="1"/>	<input type="text" value="Month"/>	accrue	<input type="text" value="0.00"/>	hours
<input type="checkbox"/> After	<input type="text" value="1"/>	<input type="text" value="Month"/>	accrue	<input type="text" value="0.00"/>	hours
<input type="checkbox"/> After	<input type="text" value="1"/>	<input type="text" value="Month"/>	accrue	<input type="text" value="0.00"/>	hours
<input type="checkbox"/> After	<input type="text" value="1"/>	<input type="text" value="Month"/>	accrue	<input type="text" value="0.00"/>	hours
<input type="checkbox"/> After	<input type="text" value="1"/>	<input type="text" value="Month"/>	accrue	<input type="text" value="0.00"/>	hours

Carry Over ☒ Use percent ☐ Use value

% at FY ☒ Maximum Accrued