EMPLOYEE TIME TRACKING FOR ONSITE AND IN THE FIELD

Hello,

Welcome to the universal Scan-n-Track mobile application. Our mission is to make many of your tracking and communication tasks easy and quick.

HOW IT WORKS:

Create an account on Scan-n-Track and assign an admin to manager the account.

You will have access to the Scan-n-Track backend Portal / dashboard to manage your account.

You will be able to export the data of your employee records via excel format.

You can also export data via API

scan-n-track

FOR ON SITE EMPLOYEE CHECKIN / CHECKOUT

- Admin will create a Scanner code (QR code) for CHECK-IN and CHECK-OUT from the Scan-N-Track application.

- These scanning codes will be printed and placed at a convenient place where the user can scan them when they enter and exit for work.

- Each employee downloads the free Scan-N-Track app from Apple store or Google App Store on their cell phone. Links to the app stores are given below.

- Admin will set up each employee in the system with their cellphone number (needed) and email id (optional) Since there may be many employees, we have created a feature for you to be able to upload their data via excel sheet.

- When employees come in,they scan the check-in scanner with the Scan-N-Track Mobile app.

- When they leave, they scan the Check-out scanner in the same manner.

- When they leave for lunch break, they will check out and check in back when they return

- The application will record the Hours worked as well as the break-time (Lunch) etc taken.

- The App tracks the Geo-location of the user apart from the cellphone number and Time scanned.

- The app still works even if there is no cellular connection when scanning

FOR EMPLOYEE CHECKIN / CHECK-OUT FOR TEAM IN THE FIELD

- Admin will create a Scanner code (QR code) for CHECK-IN and CHECK-OUT from the Scan-N-Track application.

- Admin can also create just a SNTUID (Scan-n-track Unique id) for both Check-in and Check-Out for team that may not have access to Scanning the QR code.

- Each employee downloads the free Scan-N-Track app from Apple store or Google App Store on their cell phone. Links to the app stores are given below.

- Admin will set up each employee in the system with their cellphone number (needed) and email id (optional) Since there may be many employees, we have created a feature for you to be able to upload their data via excel sheet.

- When employees reach where they need to be , they will enter the Check-In SNTUID in the Scan-N-Track Mobile app.

- When they leave, they enter the Check-out SNTUID scanner in the same manner.

- The App tracks the Geo-location of the user apart from the cellphone number and Time scanned.

- The app still works even if there is no cellular connection when scanning

- Admins can view the location of all their employees on the Map