

HandPunch® 4000

TIME & ATTENDANCE TERMINAL



Full function time & attendance...in the palm of your hand.

- ▶ *Provides the most accurate time and attendance solution available*
- ▶ *Fast and easy to use*
- ▶ *Eliminates the need for badges*
- ▶ *Eliminates buddy punching*

The HandPunch 4000 brings the flexibility of a full function time and attendance terminal together with the sophistication of the most accurate identification technology available. Using field-proven hand geometry biometric technology, the HandPunch 4000 uses the size and shape of your employee's hand to verify their identity each time they punch. No fingerprints or palm prints are utilized.

A cost-saving, easy-to-use solution

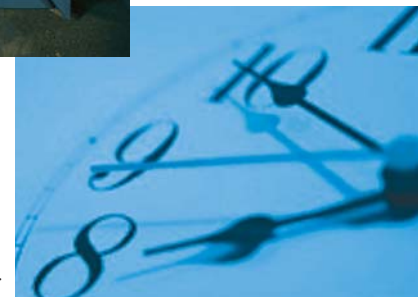
With the HandPunch 4000, your hand is your badge. The cost of creating and administering badges is eliminated along with buddy punching. The system ensures payroll accuracy by simply requiring each employee to be there to punch. The terminal is fast and

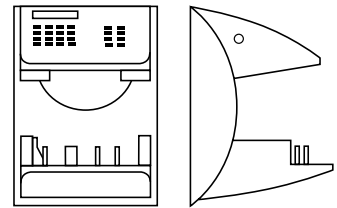
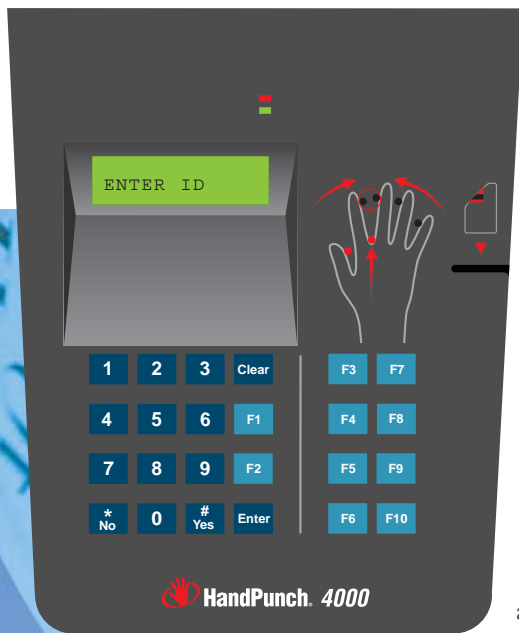
easy for anyone to use. An employee's identity is verified in less than one second.

An important HR communication tool

More than a simple time and attendance terminal, the HandPunch 4000 lets you tailor the system to meet your precise needs. The systems transmit data to the time and attendance host PC through a variety of options, depending on the model. Model differences let you tailor the right system for your company's size and needs.

When you want to cut time and attendance costs...do it by hand.





10 Programmable Data Management Keys

Ten user-definable data management keys let you collect and/or display data as employees punch. Common data collection uses include department transfers, job codes or pay codes. The keys can also be defined to allow employees to review punches or their hours worked and other programmed information. To reduce keystrokes, the keys can also be set to automatically enter data such as a frequently used department number or in/out status.

Other data management key features include:

Schedules by Employee

Employee schedules may be downloaded to the HandPunch 4000 to restrict the times that an employee can punch. This can reduce unauthorized overtime as well as early "in" punches. A separate schedule can be defined for each employee providing the ultimate in flexibility.

SPECIFICATIONS

Part Number	HP-4000
Size	8.85 in. (22.3 cm.) wide 11.65 in. (29.6 cm.) high 8.55 in. (21.7 cm.) deep
Weight	6 lbs. (2.7 kg)
Power	12-24 VDC or 12-24 VAC 50/60 Hz
Verification time	Less than 1 second
User Capacity	530 Users standard Internally expandable to 3498
Memory Retention	Up to 5 years via the standard internal lithium battery
Transaction Storage	7680 transactions
ID Number Length	1 to 10 digits
Communications	RS-485 (4 wire) Multiple terminal networking supported RS-232 Serial Printer Support
Baud Rate	1200 - 28.8K bps
Data Mgmt. Keys	10 keys, user definable Supports: Validation tables Employee info. fields, 24 max. Multi-level prompting Key restriction by employee Decision Menus Punch Review
Employee Messaging	32 characters per message per employee
Employee Name	16 characters
Employee Schedules	Schedule definable for each employee
Internal Bar Code Reader	Code 39 Interleaved 2 of 5
Door Controls	Door Lock Output Sinks 0-24VDC, 100mA max. Door Switch Monitoring Bell Ring Output Sinks 0-24VDC, 100mA max.
Options	BB-200 Operational Battery Backup MD-500 High Speed Internal Modem EN-200 Ethernet Communications Module EM-805 Memory Expansion to 3,498 Users DC-102 Data Converter (RS232 to RS485)

Built-in Bar Code Reader

Some installations require the use of a badge. For these situations, the HandPunch 4000 includes an integrated bar code reader that can be used for ID number entry. The swipe-type reader supports the most popular bar code formats and allows for infrared badges.

Communications and Networking

Whether your needs are to network two terminals or thousands, the HandPunch 4000 can be configured to meet your needs. Standard RS-485 communications makes networking terminals easy and reliable. Options include an Ethernet Communications Module and a high speed internal modem for remote sites. Each unit also provides RS-232 serial printer support.

Bell Schedules

The bell schedule lets you program the day, time, and duration of a series of bells. The bells can be programmed to signal the beginning or end of a shift, lunch, or break.

Door Control

The HandPunch 4000 provides the capability to unlock and monitor a door. An employee's individual schedule may be used to restrict access.