

5.13 – Edit Time Log

Your Logo Here
FLASHPOINT

As Of: 04/04/07
Time: 2:40 pm

Edit Time Clock Log
By STEVE SCOTT

Edit By Edit Time Edit Date	Emp. Name Emp. In Emp. Out Punched In As	Rate Of Pay Total Hr Total Pay	Break Out Break In	Delivery Bonus Delivery % Delivery Chg.
BRETT BRAMMER Original 01:35 am 01/12/07	MIKE DAY In 5:00 pm Out COOK	Rate 11.00 Total Hr. 0.00 Total Pay 0.00	Break Out Break In	Delivery Bonus 0.00 Delivery % 0.00 Delivery Chg. 0.00
BRETT BRAMMER Edit To 01:35 am 01/12/07	MIKE DAY In 5:00 pm Out 01:35 am COOK	Rate 11.00 Total Hr. 8.58 Total Pay 94.38	Break Out Break In	Delivery Bonus 0.00 Delivery % 0.00 Delivery Chg. 0.00
BRENDA Original 6:57 pm 01/12/07	DEBRA DE TURK In 5:00 pm Out SERVER	Rate 6.75 Total Hr. 0.00 Total Pay 0.00	Break Out Break In	Delivery Bonus 0.00 Delivery % 0.00 Delivery Chg. 0.00
BRENDA Edit To 6:57 pm 01/12/07	DEBRA DE TURK In 4:35 pm Out SERVER	Rate 6.75 Total Hr. 0.00 Total Pay 0.00	Break Out Break In	Delivery Bonus 0.00 Delivery % 0.00 Delivery Chg. 0.00
BRENDA Original 6:57 pm 01/12/07	JODY POPICK In 6:00 pm Out SERVER	Rate 6.75 Total Hr. 0.00 Total Pay 0.00	Break Out Break In	Delivery Bonus 0.00 Delivery % 0.00 Delivery Chg. 0.00
BRENDA Edit To 6:57 pm 01/12/07	JODY POPICK In 4:30 pm Out SERVER	Rate 6.75 Total Hr. 0.00 Total Pay 0.00	Break Out Break In	Delivery Bonus 0.00 Delivery % 0.00 Delivery Chg. 0.00
STEVE SCOTT Original 12:05 pm 01/13/07	STEVE SCOTT In 12:05 pm Out MANAGER	Rate 13.00 Total Hr. 0.00 Total Pay 0.00	Break Out Break In	Delivery Bonus 0.00 Delivery % 0.00 Delivery Chg. 0.00
STEVE SCOTT Edit To 12:05 pm 01/13/07	STEVE SCOTT In 10:00 am Out MANAGER	Rate 13.00 Total Hr. 0.00 Total Pay 0.00	Break Out Break In	Delivery Bonus 0.00 Delivery % 0.00 Delivery Chg. 0.00
BRETT BRAMMER Original 7:21 pm 01/17/07	AIMEE GILLETT In 10:58 am Out SERVER	Rate 6.75 Total Hr. 0.00 Total Pay 0.00	Break Out Break In	Delivery Bonus 0.00 Delivery % 0.00 Delivery Chg. 0.00
BRETT BRAMMER Edit To	AIMEE GILLETT	Rate 6.75	Break Out	Delivery Bonus 0.00

This is an example of the edit time clock log. The log displays any changes made to employee times after the fact..

These are the fields you will see:

- The time, date and employee that edited the time
- The employees name, original clock in time, out time and employee type.
- The employees name, new (edited) clock in time, out time and employee type.
- The employees original rate of pay, total hours worked and Total pay for the shift
- The employees new (edited) rate of pay, total hours worked and Total pay for the shift
- The employees original Break out and in times
- The employees new (edited) Break out and in times
- The original delivery bonuses, or other delivery credits owed to the driver
- The newly edited delivery bonuses, or other delivery credits owed to the driver