

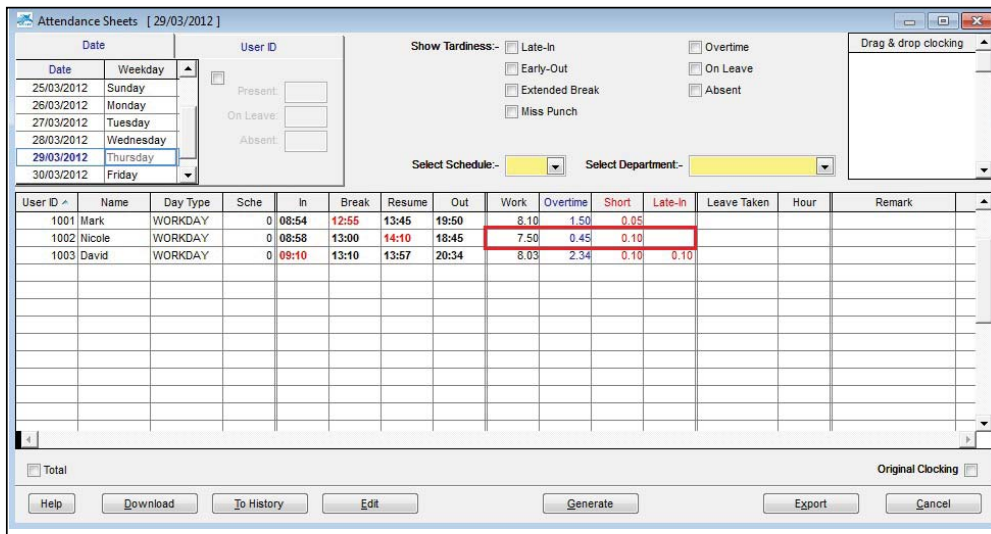


CHANGING

Time Display Format on the TCMS V2

The TCMS v2 has several options for the time display format. One of the options involve choosing between hh:mm or hh:hh. The hh:mm format displays the minute according to the amount of minutes that have passed, while the hh:hh time format displays the minute in relation to the hours that have passed by. For example, if the time is 09.30, the hh:mm will display it as it is, while the hh:hh will display it like this: 09.50 (nine and a half hours).

By default, the TCMS v2 displays the time in the hh:mm format, as can be seen in the sample below.



The exported attendance data will also be according to the default settings which is the hh:mm format as can be seen in the sample export data below:

	A	B	C	D	E	F
1	badgeno	badgename	date	work	overtime	short
2	1001	Mark	29/03/2012	8.10	1.50	0.05
3	1002	Nicole	29/03/2012	7.50	0.45	0.10
4	1003	David	29/03/2012	8.03	2.34	0.10

From the sample, we can conclude the following:

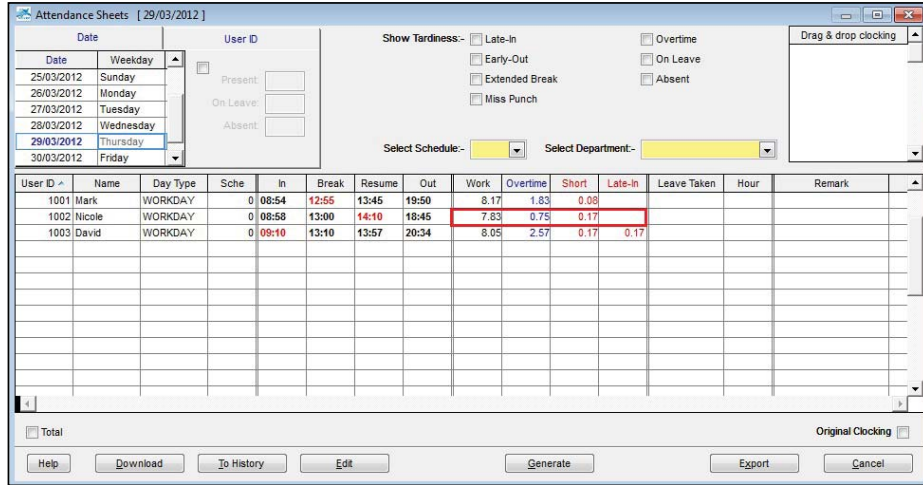
Work time = 7 hours 33 min

Overtime = 1 hour 4 min

Short time = 27 min



However, if you change the time display format to hh:hh, the TCMS display will follow your preferred settings, as can be seen in the sample of the change as below:



The new settings will affect the exported attendance data too, as shown below:

	A	B	C	D	E	F
1	badgeno	badgename	date	work	overtime	short
2	1001	Mark	29/03/2012	8.17	1.83	0.08
3	1002	Nicole	29/03/2012	7.83	0.75	0.17
4	1003	David	29/03/2012	8.05	2.57	0.17

From the sample above, we can conclude the following:

Work time = 7.5 hours

Overtime = 1.07 hours

Short time = 0.45 hour

By using a simple mathematic calculation (i.e: multiply the minutes section by 60), we can convert the hh:hh format to the following:

1. 7.55 hours = 7 hours 33min
2. 1.07 hours = 1 hour 4 min
3. 0.45 hour = 27 min

To change your TCMS V2 display format to the hh:hh format, follow the steps below:

Select Configuration > Data/hour format > select "hh.mm" or "hh.hh" format > Close > Apply

