1. Dashboard
   1.1 Organization: Total Organization registered in the system with their details.
   1.2 Registered Employees: Organization wise Registered Employees
   1.3 Present Today: Organization wise present employees.
   1.4 Active Devices: Organization wise Device report.
   1.5 Graphs: Attendance Activity graphs, Attendance Statistics, In-Time Statistics Pie chart and Today’s Trend graph.
2. **Employee Corner:** For employee login and registration expand the tab and choose the options for Login and Registration.

2.1 **Registration:** Read the instructions and fill the registration form.
2.2 **Employee Login**: fill the attendance ID and generate the OTP, that will sent on your mobile and login with the received OTP code.

3. **My Home**: You can view and update your profile using various links.
3.1 **Update Information:** To update your Personnel and organization details.

3.2 **Attendance Register:** To check your attendance status of the month and punch in and out time details. Using Load Register.
3.2.1 Graphical view:

![Graphical View](image)

3.2.2 Register View:

![Register View](image)

3.2.3 Details:

<table>
<thead>
<tr>
<th>S. No</th>
<th>Date</th>
<th>Location In</th>
<th>Location Out</th>
<th>In Time</th>
<th>Out Time</th>
<th>Stay (in Hrs)</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>01-10-2014</td>
<td>CGO Complex A-Block</td>
<td>CGO Complex A-Block</td>
<td>01-10-2014 09:30:00</td>
<td>01-10-2014 17:38:09</td>
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<td>CGO Complex A-Block</td>
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<td>02-10-2014 12:12:21</td>
<td>02:15:23</td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>08-10-2014</td>
<td>CGO Complex A-Block</td>
<td>CGO Complex A-Block</td>
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<td>CGO Complex A-Block</td>
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<td>09-10-2014 14:25:58</td>
<td>05:01:51</td>
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<td>6</td>
<td>10-10-2014</td>
<td>CGO Complex A-Block</td>
<td>CGO Complex A-Block</td>
<td>10-10-2014 09:00:00</td>
<td>10-10-2014 17:55:07</td>
<td>08:55:07</td>
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<tr>
<td>8</td>
<td>14-10-2014</td>
<td>CGO Complex A-Block</td>
<td>CGO Complex A-Block</td>
<td>14-10-2014 09:16:10</td>
<td></td>
<td></td>
<td>Open</td>
</tr>
</tbody>
</table>
3.3 **Reminders**: Set Opening and Closing attendance reminders.

3.3.1 **Opening Attendance Reminder**

3.3.2 **Closing Attendance Reminder**

3.4 **Leave**: To add and view your leaves

3.4.1 **Add Leave**
3.4.2 View Leave: To view and search your leaves.

3.5 Tour: To add and view your Tour.

3.5.1 Add Tour

3.5.2 View Tour: To view and search your Tours.
3.6 **Feedback:** Submit your feedback if any to attendance.gov.in

3.7 **Logout:** Logout from the employee corner and redirected to attendance.gov.in Dashboard.