

## Hand Punch 3000

### **A Hand Up on Accuracy**

The HandPunch 3000 guarantees improved payroll accuracy by eliminating "buddy-punching." This means lower labor costs and a faster return on your investment. Your costs are further reduced since you can eliminate badges. With the HandPunch, your employee's hand is their badge.



### **Time and Attendance Reader**

HandPunch positively verifies each employee's identity by the unique size and shape of their hand. Verification time is typically one second. The HandPunch is flexible because external object like rings and watches do not affect the reader. It provides security without being restrictive.

To further reduce costs, you have the ability to restrict the time of day an employee may use the HandPunch. This eliminates early "IN" punches or unauthorized overtime punches. If an employee attempts to use the system during an unauthorized time, the system will display "TIME RESTRICTION."

### **Employee HandPunch Use**

Employees simply enter an ID number in the HandPunch's built-in keypad and place their hand for verification. Once verified the clock displays "OKAY" followed by the user's ID number. Using the keypad can eliminate the administrative costs associated with cards.

In addition, the HandPunch can be ordered with an optional mag stripe, Wiegand or bar code reader. In this case, the employee would just swipe their badge and the HandPunch would ask them to place their hand for verification.

### **Department Transfers**

To assure you will get the data you need for an accurate payroll, the HandPunch can automatically request department information for every punch. If a home department can be assumed for most transactions in your workplace, the user request mode minimizes data input for the majority of employees.



### **Edit at the Clock**

Supervisor override mode allows input at the clock of items such as missed punches, planned vacations, sick time, tips, etc. This increases supervisor flexibility and eliminates having all edits done at the computer. An audit trail is available to identify who entered the transactions and is password protected.

### **Explicit Punch Menu**

Some workplaces cannot work with assumed schedules. If yours is one of them, turning this menu on makes sure your system gets the data required for accurate application of time and attendance rules and ultimately an accurate payroll. Selections such as In, Out, Back from Break, and Lunch are available.

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### Communications and Networking

The HandPunch comes standard with an RS-485 communications port that makes networking multiple units fast and reliable. Network options such as an internal dial-up modem or Ethernet module provide communications flexibility that ensures the most cost effective data collection methodology.

### Daylight Savings

Specify the date and time for daylight savings to take effect and the HandPunch will automatically add or subtract an hour at the clock.

### Bell Schedule

The bell schedule allows the user to program the day, time and duration for a series of bell rings. These rings may be used to signal the start or end of a shift, lunch or break.

### Operational Battery Backup

The system will accept punches for 2 to 3 hours after power is lost. All hand template data and reader setup data will be maintained for up to 5 years by the standard lithium battery backup internal to the HandPunch.

*Note: Some software packages may not have implemented all of these features in their software. Please check with your software vendor for details.*

#### Hand Punch Specifications

**Size:**

6.46 in. (16.4 cm) wide

8.25 in. (21.0 cm) high

7.20 in. (18.5 cm) deep

**Weight:**

8 lbs. (3.6 kg)

**Communications:**

RS485 (4 wire)

**Baud Rate:**

300 — 9600

**Power:**

12 — 14 VDC Maximum allowable at 0.5 A maximum

13.6 — 13.8 VDC nominal operation

**Verification Time:**

Less than 1 second

**User Capacity:**

256 Users (Standard)

Expandable to over 27,904

**Options:**

Internal Modem

Outdoor Version

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For more information, please contact Legiant at (877) 760-8463, send email to [support@legiant.com](mailto:support@legiant.com), or visit our web site <http://www.legiant.com>