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Oct. 15, 2015

WSG Systems Corp. (WSG) has released Empire TIME OFF, a new software solution designed to enable companies to more easily and efficiently manage vacation time, sick time, and personal time off – whether planned or unplanned. Many companies still handle these requests using paper forms and spreadsheets; however, automating and accurately tracking PTO can help managers plan work more effectively, avoid unnecessary slowdowns, and save thousands of dollars per employee per year.

Empire TIME OFF supports the entire PTO process, from employee time off requests through manager review and approval. An employee simply sends an email to a standard email address (i.e., pto@company.com or sick@company.com), which will be automatically routed to the appropriate manager for approval. At-a-glance master views help managers make sound decisions when approving or rejecting time-off requests and employees can instantly view their time off accruals and balances. The integrated email functionality lets everyone involved know the status of a request and automatically tells managers when an unplanned or unapproved day is taken. Built-in accrual functionality allows companies to define how time off is earned and when.

“What our customers tell us is that the costs associated with unrecorded PTO can add up quickly and cause the company significant financial loss,” says WSG President and Founder Bill Cornfield. “Empire TIME OFF is designed to insure that all PTO taken is recorded while helping companies make better scheduling decisions and reduce conflicts between time off requests and project demands.”

The software allows users to enter requests and approvals through the TIME OFF

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PROJECT and Empire CALENDAR. Empire SUITE addresses the major operational challenges of project-based professional services firms – all within one powerful, integrated, intuitive, and easy-to-use platform. Its tightly-integrated web-based functionality helps increase productivity, improves cash flow and reduces administrative costs. More than 70,000 users in businesses located in over 40 countries are licensed to use Empire SUITE applications to run their project-based enterprises.

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