



Mero Attendance

Meroattendance.com

Mero Attendance is an Online and Desktop Attendance Management System that allows you to view attendance details of each member you have enrolled in. This Attendance Management System tracks each record of member punctuality. You can view details report of the member check in and check out on various aspect of time. The system even calculates the total hour one has spent inside your organization. You can filter within specific date or between specific dates. There are various options and features you will love to use and see how worthy they are to your attendance management. You will even have an option to calculate member salary monthly, weekly or between two dates.

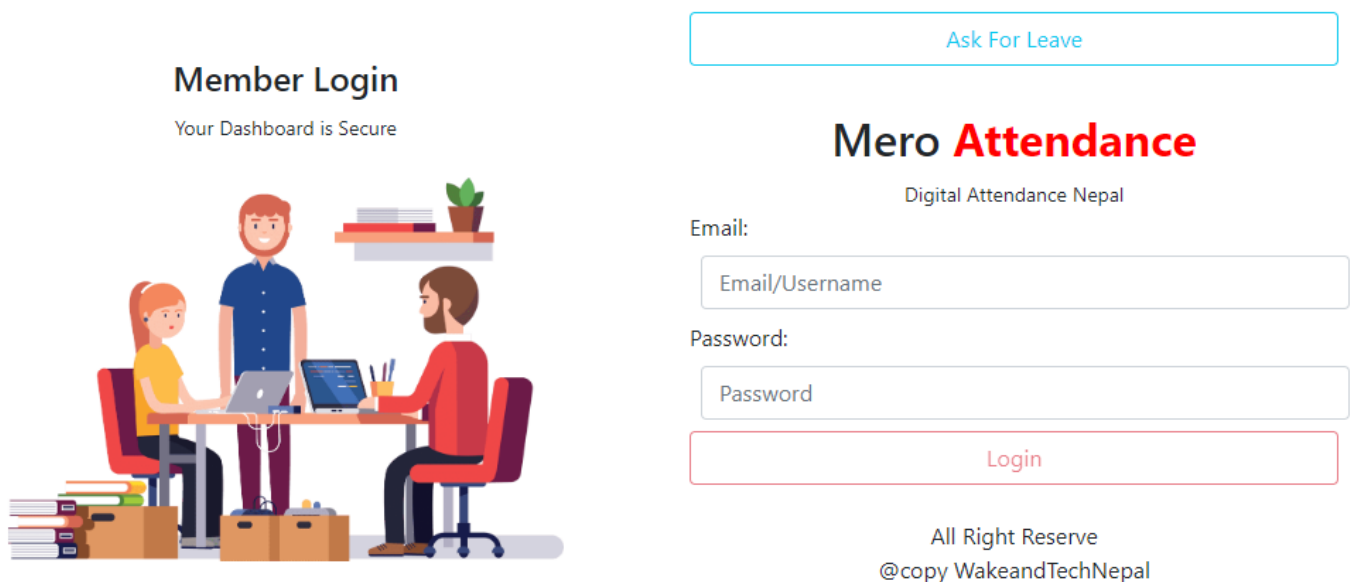
Advantages of Mero Attendance

- Totally Digital methods, with upgraded technology.
- Get rid of paper attendance.
- Save time and paper.
- Aggregate report with just one click. No need to waste time for attendance calculation.
- More secure and advance method.
- Report can be only viewed by authentic head.
- View status of each member whether present or absent.
- You can See total present and absent member with just one click
- Member can send leave report for their leave

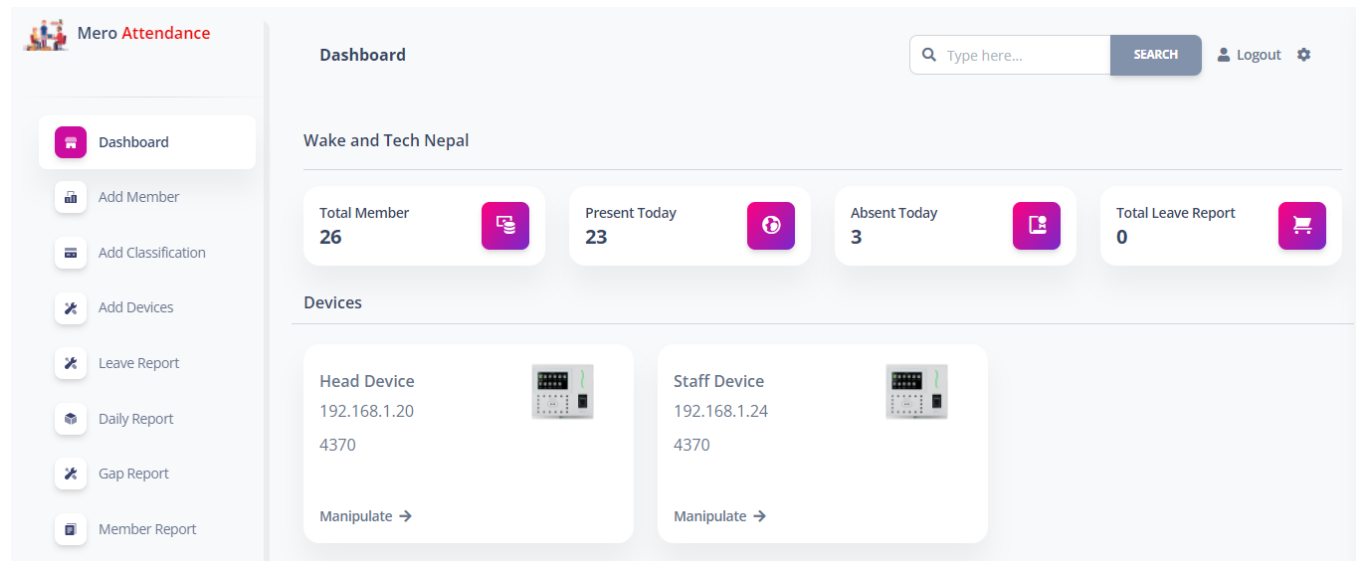
- You can view daily and Gap report of members
- You can classify member in any category you want. You can have as much member classification you want.
- View member Salary Report within different dates.
- View your report from anywhere in the world.

Documentation

To get into Mero Attendance, you need to go to meroattendance.com where you will have to authenticate yourself for the protection of your data. Your credential will be provided by Mero Attendance team. Below is the view of your first screen while browsing meroattendance.com



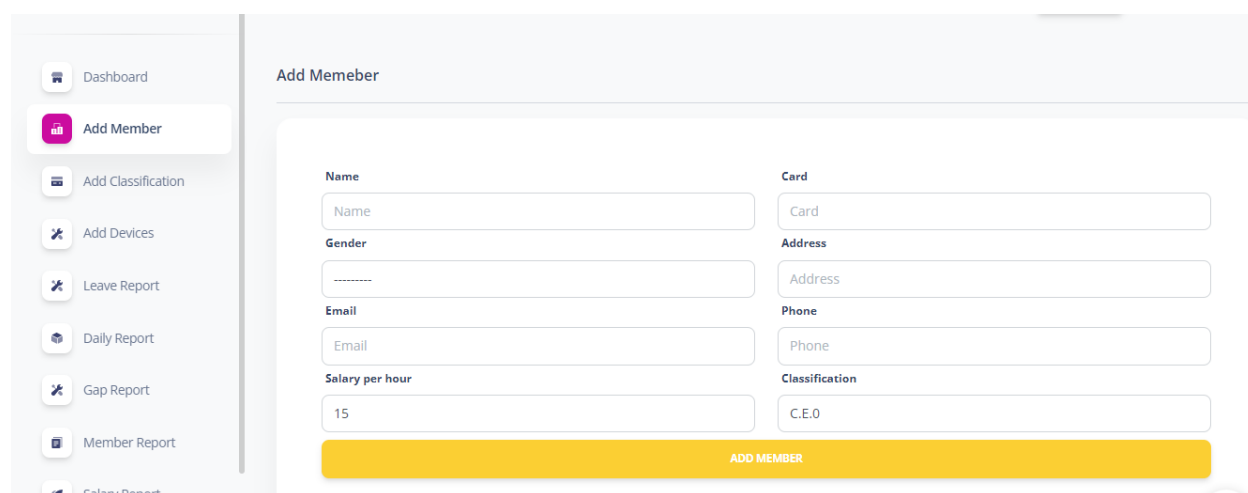
You need to login with your provided email and password. You can change your password after you login. You will have different features and option in you dashboard. Below is the demonstration of your dashboard.



You will be able to view total member, today present member, today absent member, and leave report. You can manipulate your member data, device data and also add classification for your member i.e. classifying member into different heads such as "staff", "Bod", "visitor, and so on. You can view member daily report, Gap Report, and Salary Report as well.

How to Add Member?

You can add member from the add member screen where you will have to add member details. If you are using a card for scanning then you need to scan and add the card number; otherwise, just add a random number to the card and later add a finger print from the device.



Add Classification

You can classify your member with as much categories you want. Make sure before adding member you have added all the classification needed for your organizations.

Add Classification

Name:

ADD CLASSIFICATION

Classification List

C.E.O	EDIT	DELETE
Manager	EDIT	DELETE

Add Device:

Add your device information. You can have any amount of the device you want and add it to this amazing attendance management system. You should add device name, ip address and port number.

Mero Attendance

Dashboard **SEARCH** **Logout**

Add Device

Name:

Ip address:

Port no:

ADD DEVICE

Reporting:

Reporting is one of essential features that every organization need. You will be amazed with the reporting manipulation system. The reporting has been simplified and shown greater output. You can see whether a user is absent or present and how much hour did they spend inside not leaving the each check in and check out time.

2022-03-18		Wake and Tech Nepal- All			
2022-03-18 WAKE AND TECH NEPAL ALL					
MEMBER	IN	OUT	TOTAL HOUR	STATUS	
Bibek Dhakal C.E.O	10:48 a.m.	5:29 p.m.	6:41:02	PRESENT	
Rabin Dhakal Manager	None	None	NONE	ABSENT	
Ashish Chaulagain Manager	4:58 p.m.	5:29 p.m.	0:31:29	PRESENT	
Ishwor Aryal Manager	10:48 a.m.	5:29 p.m.	6:40:41	PRESENT	
Mohan Raj Gautam Manager	4:58 p.m.	5:29 p.m.	0:31:30	PRESENT	

See each check in and check out report as well.

2022-03-18		Wake and Tech Nepal- All			
2022-03-18 WAKE AND TECH NEPAL ALL					
MEMBER	IN	OUT	TOTAL HOUR	STATUS	
Bibek Dhakal C.E.O	10:48 a.m.	11:34 a.m.	6:41:02	PRESENT	
Rabin Dhakal Manager	2:52 p.m.	4:05 p.m.	NONE	ABSENT	
Ashish Chaulagain Manager	4:22 p.m.	5:29 p.m.	0:31:29	PRESENT	
Ishwor Aryal Manager			6:40:41	PRESENT	
Mohan Raj Gautam Manager	4:58 p.m.	5:29 p.m.	0:31:30	PRESENT	

Bibek Dhakal Today Details

In	OUT
10:48 a.m.	11:34 a.m.
2:52 p.m.	4:05 p.m.
4:22 p.m.	5:29 p.m.

[CLOSE](#)

See Gap Report:

You can choose between any dates to see member information. You can have a view of 5 days, 10 days, 23 days, any span of days.

2022-03-13 to 2022-04-18				Wake and Tech Nepal- All		
2022-03-13 - 2022-04-18 Wake and Tech Nepal All						
DATE	MEMBER	IN	OUT	TOTAL HOUR	STATUS	
March 13, 2022 Sunday	Bibek Dhakal	11:24 a.m.	4:24 p.m.	4:59:51	PRESENT	
March 14, 2022 Monday	Bibek Dhakal	11:27 a.m.	6:30 p.m.	7:02:53	PRESENT	
March 15, 2022 Tuesday	Bibek Dhakal	10:47 a.m.	None	NONE	PRESENT	
March 16, 2022 Wednesday	Bibek Dhakal	6:25 a.m.	None	NONE	PRESENT	
March 17, 2022 Thursday	Bibek Dhakal	6:42 a.m.	12:19 p.m.	5:37:19	PRESENT	
March 18, 2022 Friday	Bibek Dhakal	10:48 a.m.	5:29 p.m.	6:41:02	PRESENT	

Choose Classification while filtering record:

You can choose specific classification and view entire record of each member of specific classifications.

2022-03-13 to 2022-03-16				Wake and Tech Nepal- Manager		
2022-03-13 - 2022-03-16 Wake and Tech Nepal Manager						
DATE	MEMBER	IN	OUT	TOTAL HOUR	STATUS	
March 13, 2022 Sunday	Rabin Dhakal	11:24 a.m.	None	NONE	PRESENT	
March 14, 2022 Monday	Rabin Dhakal	11:27 a.m.	6:30 p.m.	7:03:13	PRESENT	
March 15, 2022 Tuesday	Rabin Dhakal	None	None	NONE	ABSENT	
March 16, 2022 Wednesday	Rabin Dhakal	6:27 a.m.	None	NONE	PRESENT	

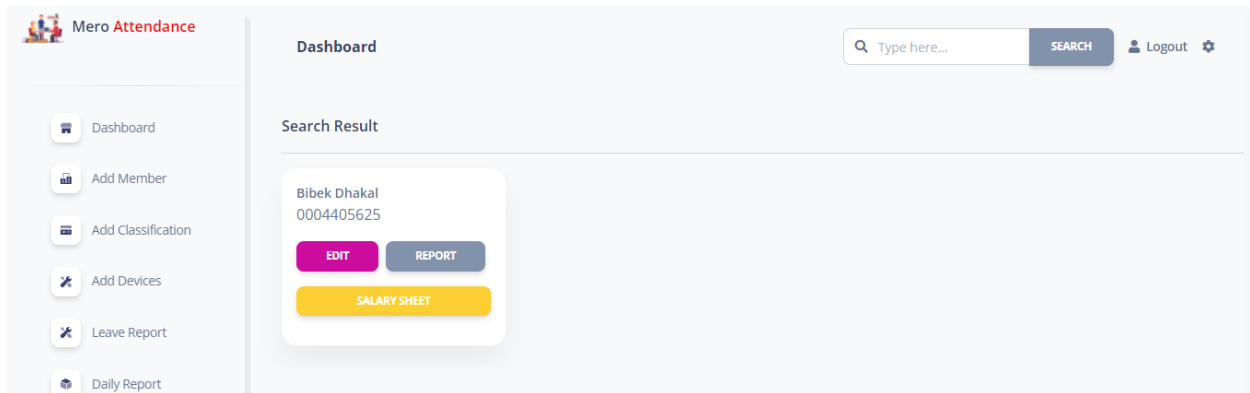
Printing Your Record:

You can simply press print button for printing the entire report to paper.

Leave Report: This is additional feature of this system. You can send and view leave report from the system.

Member Report:

You can either search member or view from member report, you can view, edit and get report of member. You can have salary report of member as well as per the time and their hourly rate.



View their report and salary report with just one click.

From: 03/10/2022 To: 04/08/2022

Member: Bibek Dhakal

FILTER

PRINT

2022-03-10 to 2022-04-08 Wake and Tech Nepal- Bibek Dhakal

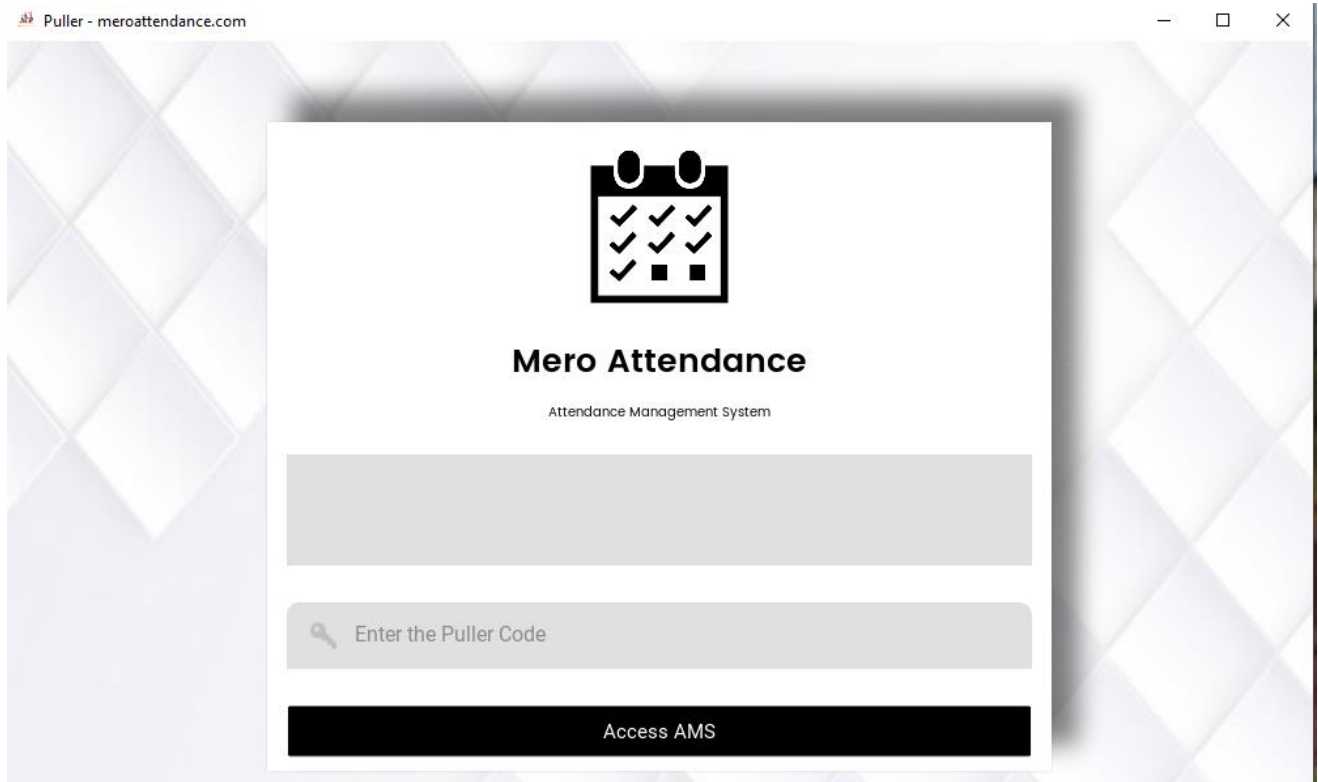
-- Total Hour - 60 Hours -- -- Total Salary - Rs. 90006 --

2022-03-10 - 2022-04-08 | WAKE AND TECH NEPAL | BIBEK DHAKAL

DATE	MEMBER	IN	OUT	TOTAL HOUR	TOTAL SALARY
March 10, 2022 Thursday	Bibek Dhakal	2 p.m.	6:09 p.m.	4:09:21	RS. 2000
March 11, 2022 Friday	Bibek Dhakal	2:12 p.m.	5:52 p.m.	3:40:10	1852

Puller Application for Desktop

Puller application is a python based developed desktop application. You communicate with meroattendance.com. This system will do all the handy work. This system is used to pull data from your device. Just login with you puller key and see your added member, device from your desktop app.



Dashboard of Puller App:

From dashboard you can check connection to your device, pull data from device and also you can restart or shut down your device directly from you application.

The Dashboard can be used:

- To pull data, Manipulate device.
- To add member / new member from online to device
- See live capture of your member scanning.

Dashboard

Wake and Tech Nepal

 Total Member 26	 Total Classification 2	 Total Device 2
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Member to Device

After adding member from your online attendance system you can simply go to member tab and click on check new member. It will automatically check new member and add it in your device.

Recently Added Member



Suzan Basnet



Mohan Raj Gautam



Ishwor Aryal



Ashish Chaulagain



Rabin Dhakal



Device:

You can add any device you want and can use this puller application from different computer. Just make sure to integrate one specific device (recommended) to system or you can communicate with different device from one computer as well. Just make sure that you have updated your working device to primary by clicking “make primary”

Puller - meroattendance.com

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Device List

 Head Device 4370 192.168.1.20 <input type="button" value="Primary"/>	 Staff Device 4370 192.168.1.24 <input type="button" value="Make Primary"/>
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Mero attendance

Powered by: Wake and Tech Nepal Private Limited

www.meroattendance.com

www.wakeandtech.com

Note:

After you have chosen your package, our team will reach out to you and give 2 hour training on the uses of system and its features.