

Use of Employee Scheduling Software in Higher Education



Employee scheduling software is an online tool that will allow your organization to build calendar-like schedules, and automated timekeeping systems that replaces manual paper schedules and outdated spreadsheets. Most employee scheduling software will incorporate the use of mobile apps, providing managers and employees access to schedules and time tracking tools on the go.

This review of employee scheduling software covers the range of options useful for higher education in terms of features, ease of use, mobile access by employees, integrations and positive customer reviews. Below are the ones I would recommend for campus use.



Scheduling Software Review

System Providers/Companies

Functions /Process	Tsheets	Ximble	Deputy	When I Work	
Column1	Column2	Column3	Column4	Column5	Column6
API Availability		X	X	X	X
Absence Management		X	X	X	X
Accounting Integration		X	X	X	X
Activity Dashboard		X	X		
Activity Tracking		X	X	X	
Android App		X	X	X	X
Approval Process Control		X	X	X	
Attendance Management		X	X	X	X
Automated Scheduling		X	X	X	X
Automated Notification		X	X	X	X
Availability Management			X	X	X
Budgeting				X	X
Certification Tracking			X	X	
Chat System			X		X
Clock In/Out		X		X	
Communications Management			X	X	X
Compliance Management		X		X	
Data Import		X	X	X	X
Data Export		X	X	X	X
Drag/Drop Interface		X	X	X	
Email Notifications		X	X	X	X
Employee Database			X	X	
Employee Location Tracking		X	X	X	X
Employee Management			X	X	
Employee Portal		X			X
Employee Profile			X	X	X
Employee Self Service			X	X	
Employee Timeclock		X	X	X	X
Forecasting			X	X	X
GPS		X	X	X	X
Group Scheduling		X	X	X	X
HR Management				X	X
iPhone App		X	X	X	X
Labor Cost Reporting		X	X	X	X
Labor Management		X	X	X	X
Leave Tracking		X	X	X	X
Message Board					
Mobile Alerts		X	X	X	
Multiple Locations		X	X	X	X
Overtime Tracking		X	X	X	X
Payroll Integration		X	X	X	
POS - Point of Sale Integration		X	X	X	
Real Time Analytics			X	X	X
Real Time Updates		X	X	X	X

System Providers/Companies

Functions /Process	Tsheets	Ximble	Deputy	When I Work
SMS Integration	X	X	X	X
Secure Location	X		X	
Secure Login	X	X	X	X
Sick Leave Tracking	X	X	X	X
Skills Tracking			X	
Template Management			X	X
Time and Attendance Tracking	X	X	X	X
Time Off Requests	X	X	X	X
Timesheet Integration	X	X	X	X
Vacation Tracking	X	X	X	X
Web-Based System	X	X	X	X
Customer Support				
Phone Support	X	X	X	
Online Support	X	X	X	X
Knowledge Base	X	X	X	X
Video Tutorials	X	X	X	X
Other Software Intergration				
Microsoft Outlook	X	X	X	
Salesforce			X	
Box			X	
Dropbox			X	
Google Calendar	X	X	X	X

Websites

www.tsheets.com www.ximble.com www.deputy.com www.whenlwork.com

Product Summary

Positive Attributes

Easy to see Activity Dashboard	Uses a chat system for communication	Easy to use and excellent mobile app integration	Strong customer base
Excellent mobile integration	Strong customer base	Strong customer base	Employee Portal
Excellent Training program			

Negative Attributes

Missing key management functions - Budgeting and Availability Management	Missing key management functions - Budgeting and Compliance Management	Missing Activity Dashboard	Missing key management functions - Activity Tracking and Approval Process Control
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Recommendation

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Deputy's management control and processes are the most robust of the four systems reviewed. The setup and training support is more robust than the other systems.