



WORK Scheduling™

Working Time Solutions' WORK Scheduling strategic shift planning system provides a powerful and flexible tool which can be used to solve all manner of labour planning problems and to explore, on a "What If?" basis with key variables such as labour cover, shift length, team size and shift patterns.

Why WORK Scheduling?

WORK Scheduling is a core module of the WORK suite of software products from Working Time Solutions Limited. These products have been designed to meet the requirements of users who deal with the long-range planning and daily management of shift work, labour projects and flexible annual hours working on a regular basis. All of the WORK products are easy to use and have a modern feel which provides the user with a familiar interface on which to work.

WORK Scheduling generates shifts, shift patterns and rotas from a user definable statement of underlying demand for labour, hour-by-hour, day-by-day and week-by-week, accounting also for seasonal fluctuations in demand. In this way, the user can consider all aspects of the design task and derive a range of solutions that meet the needs of the business and the aspirations of the workforce for acceptable patterns and usable leisure time.

Strategic software tools

- WORK Scheduling™
- WORK Management™
- WORK Contracts™

Consultancy Services

- Working Time Audit
- Annual Hours
- Viability Assessment
- Project Implementation
- Risk Assessment
- Training and Education

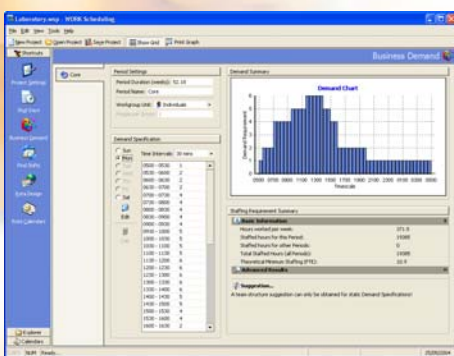
Contractual Hours Calculator

The Contractual Hours Calculator provides the user with a simple means of translating a contractual weekly hours value into a target annual hours figure to be used in an employee's flexible working contract. The calculator applies to both Net systems of working, where time off is rostered into the rota pattern, and Gross systems where holidays are taken "on request" in the traditional manner.

Shut Days

Public Holidays and Shutdowns can be defined and included in any WORK Scheduling project, pooled from a shared Shut Days resource file, allowing useful statistics to be compiled regarding numbers of public holidays worked, and automatically suppressing shifts within shutdowns.

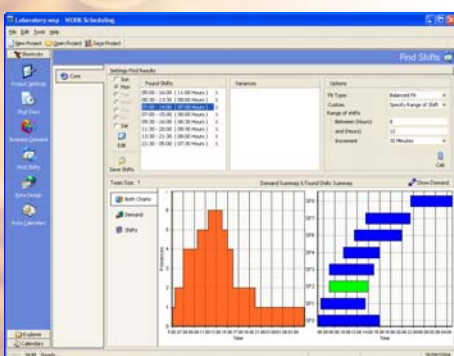
Business Demand Specification



The requirement for labour within each work area can be specified, down to intervals of five minutes if required, for each day of the week, and for multiple periods to reflect varying demand through the year to deal with cyclic or seasonal fluctuations. Days may be merged to reflect identical demand on each day or alternatively a different demand profile may be specified for each (or specific) days of the week.

The result of this process is an overall statement of the business demand in terms of labour hours, from which recommendations can be made in terms of the type of solution, the crew size and theoretical manning levels.

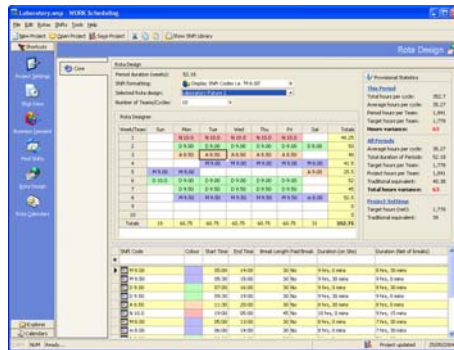
Finding Shifts



The Find Shifts option gives the user the opportunity to analyse the business demand and to generate recommendations in terms of shift types and lengths that will meet the needs of the business. This enables planners to consider options beyond the normal

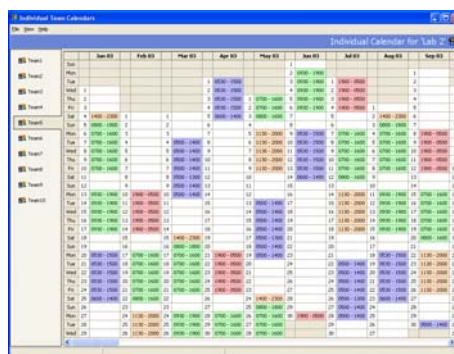
range of shift working solutions by employing devices such as staggered starts, multiple shifts and varying shift lengths, as appropriate. Dynamic charts provide feedback to the user, highlighting areas of under-fit or over-fit, based on the original business demand figures. By fitting closely with the demand, the system will suggest the most flexible and economic use of resources.

MANX™ Rota Generator



The MANX generator compiles the shifts obtained through Find Shifts into a workable rota design, based on a broad selection of user-definable criteria including Working Time Regulations compliance. The generator calculates all scenarios based on your criteria, and scores each one so that the most appropriate pattern can be selected.

Rota Designer



Multiple Rota Patterns may be produced for each individual period and may be stored for future reference and further development. Rotas may be fed from the MANX generator, or created manually from a selection of library shifts. Real-time statistics are provided to allow the user to gauge the effect of shift amendments on the whole project. Simple editing functionality is provided allowing the user to quickly edit or switch one or a range of shifts.

Compiling Calendars

Calendars illustrating the sequence of shifts for the duration of the project can be compiled and fine-tuned in line with individual business requirements, from the rota designs previously created. Full statistical analysis is provided showing breakdown of days and hours worked for each line of the pattern and highlighting instances of shifts worked, weekends off etc. Calendars can be checked for Working Time Regulations compliance and rolled out for any specified period of time, in team or individual formats.