

# Kaba b-comm ERP 5 – SAP Business ByDesign *Solutions for SAP users*



Time &  
attendance  
Access control



ERP systems



Time &  
attendance



Access control

A photograph of two middle-aged men in business suits walking and talking in a modern office hallway. The man on the left is wearing a dark suit jacket, a light-colored shirt, a striped tie, and light-colored trousers. The man on the right is wearing a dark suit jacket, a light-colored shirt, a blue tie, and dark trousers. They are both smiling and looking at each other. In the background, there is a large black sign with a white icon of a person in a wheelchair and the word "Lift" next to it, and a white arrow pointing up and to the right. The hallway has a polished floor and glass walls.

## *SAP and Kaba – a successful partnership*

We have had a close partnership with SAP for more than 25 years. Each of the partners focuses on its core competencies – SAP on the ERP system as a whole, and Kaba on the data registration needed for this purpose. The result is successful, certified sub-systems for time registration, shop floor data collection and access control. The Kaba solutions can be fully integrated into your SAP system and run completely automatically in the background. Through the consistent further development of our SAP interfaces, we always support the latest communication technologies from SAP. Our aim is to offer the user an optimum solution for data registration under SAP. This is made possible via the close cooperation with SAP. The feedback from our customers shows that we have the right strategy. Many of the 1700+ active SAP customers justify their decision by saying, »with Kaba we are always up to date«. Why not see for yourself whether we really can live up to these claims?

# Index

<i>Why you should choose us as your SAP partner</i>	<i>4</i>
Certified data exchange with SAP	5
Communication with Kaba	6
What the solution can do for you	7
<i>Time registration – time is money</i>	<i>8</i>
Kaba Workforce Center HR cockpit	10
Kaba Workforce Center HR employee	11
Kaba Workforce Center HR reception	12
Kaba Workforce Center HR manager	12
Kaba Workforce Center HR instruction & room reservation	13
<i>Access control – so that you are safe</i>	<i>14</i>
What our modules do for access control	16
<i>Our services – the basis for a good partnership</i>	<i>26–27</i>

# Why you should choose us as your *SAP partner*

## *Advice*

Qualified application consultants work with you and your SAP consultant to develop your individual solution. In addition, there is a highly motivated team specialising in SAP interfaces, communication and the technology of our terminals at your disposal.

## *Internationality*

We work internationally. This sets us apart from the rest. There are over 1700 Kaba installations in the SAP market spread all around the world. In more than 60 countries around the globe, on all continents, satisfied SAP users are our customers. Our branches on location and our partner companies ensure comprehensive customer service.

## *Software*

Kaba b-comm ERP 5 – SAP Business ByDesign is constantly adjusted to new program developments from SAP and is therefore kept up to date. In addition to this, with a variety of useful modules, we offer you a modular system of highly flexible software solutions to supplement and optimise your application.

## *Hardware*

Thanks to new internet technologies, we have been able to integrate the terminal functions and data processing into one innovative overall system. The applications of our new terminals communicate with websites and databases. This means that you can be flexible in terms of the type of your installation (on premises or hosted).

## *Protection of investment*

In the development of new terminal series, the compatibility of one terminal series with the next terminal family has top priority. In this way, we ensure that you can use a mixture of your existing and new terminals together and therefore protect your investment for many years to come.

## *Partner alliances*

If your requirements go beyond what is standard, we can meet your needs with our partner solutions.

## *Quality*

Kaba develops and manufactures all components in accordance with a certified quality management system that complies with DIN EN ISO 9001:2008. With modern development methods and procedures, our committed employees have dedicated themselves to the aim of continuing to meet quality requirements in the future without compromise.

## *What you get from us*

Support during the design of your solution thanks to competent advice and drafting.

Optimally aligned hardware and software components. This means that we guarantee lasting functional reliability for you.

High-quality installation and skilled support at any time. This means that you minimise your implementation costs.



# Certified data exchange with SAP

*Kaba b-comm ERP 5 – SAP Business ByDesign is a software solution for time registration and access control.*

### Interface

The development specially tailored to SAP requirements offers you optimum integration into your system environment and is certified for the web interface developed together with SAP.

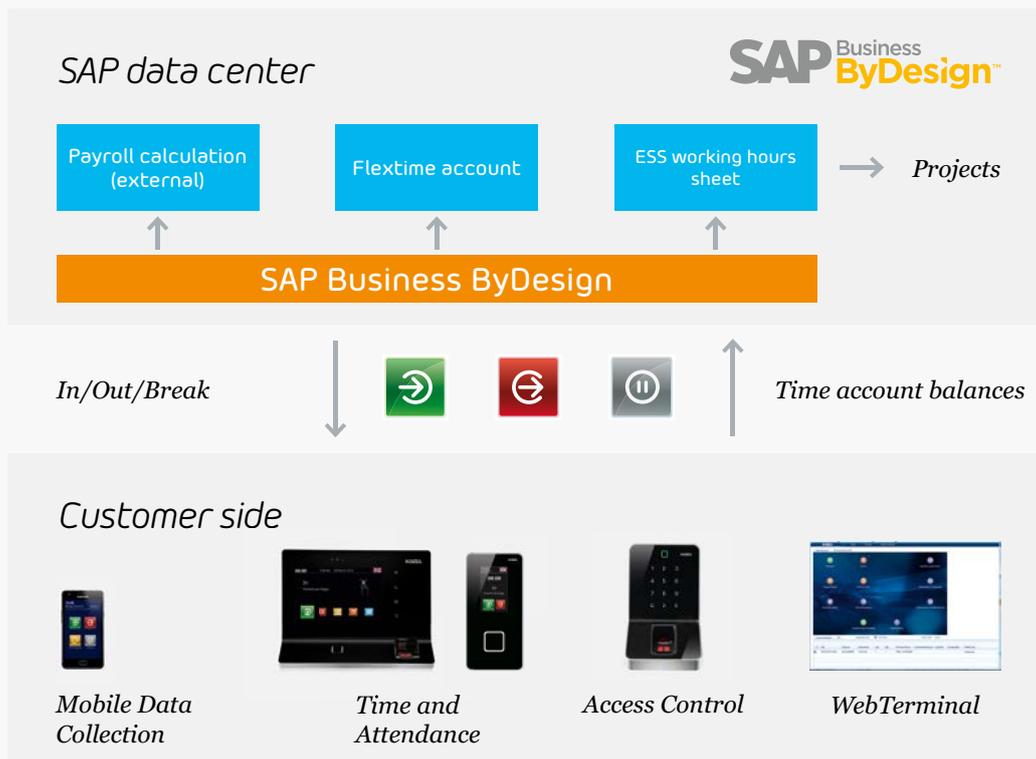
### Testing

The Kaba solution relieves the parent SAP system of key tasks and work. To do this, it manages the necessary dialogues with the connected registration devices and verifies the incoming data in the manner certified by SAP.

### Technology

Thanks to a modern, browser-based user interface, Kaba b-comm ERP 5 – SAP Business ByDesign offers a user-friendly solution for data registration. The software supports the Microsoft Server operating system and the Microsoft SQL Server and Oracle databases.

## The system structure



# Communication with Kaba



*The implementation of data registration systems requires integration into IT structures. Your data must be recorded, transferred and processed securely. Our terminals and components with their modern communication technologies are ideally suited to this purpose.*

For the configuration of a registration system, you can use new or existing networking and cabling, modern interfaces, and uniform parameter setting and programming of the products. For the integration into your IT structures under various operating systems, connection to all popular computer systems and integration into networks, we provide a high-performance communication solution in the form of Kaba b-comm ERP 5.

This ensures the connection of time registration and access control to your SAP Business ByDesign system. The basis of this software is the SAP-certified interface, which ensures that data is transferred smoothly between the individual SAP modules and the registration devices. The system works autonomously in the background. This interface will always be kept up-to-date during new SAP program developments.

# What the solution can do for *you*

## *Tailor-made SAP connection:*

- The solution was specially developed for SAP connections and therefore offers optimum integration into this system environment.
- Your customer requirements can be included and implemented quickly and easily.
- You are assigned a contact at Kaba, who deals with hardware, software and installation.
- Kaba b-comm ERP 5 makes previously required external time and data registration systems superfluous. This means that you avoid double provision of data.

## *Automated system operation:*

- You do not have to get involved with ongoing operation and can concentrate on your core tasks.
- Kaba b-comm ERP 5 works in the background once the system is launched.

## *Other benefits:*

- The web-based interface, with authorisation management integrated into Kaba b-comm ERP 5, allows access to important information any time, anywhere.
- Registered data is saved in one database and is secured against third-party access.
- You can expand each individual system with additional Kaba modules.
- With a Kaba b-comm ERP 5 system, you can receive master data from several independent SAP systems and report the relevant recording data.

## *You reduce your costs for*

- software maintenance
- release changes for third-party software
- training the system manager on the database version

# *Time registration – time is money*

Time is money – this expression still holds true, now more than ever. Effective time registration is therefore an absolute necessity in any company. Register operational presence times easily, quickly and conveniently on ergonomically designed terminals and make them available for further processing, all with our time registration solution.

Employees book their working time and at the end of the month they get a correct pay slip. Kaba works with SAP to ensure this. You select the right device for you from our wide range of time and attendance terminals, and then you can forget about time registration for the foreseeable future. This is because our terminals have a long service life and are reliable for many years.

The solution is suitable for all SAP users who want to record working times and process them in SAP Business ByDesign. Kaba b-comm ERP 5 – Time registration includes device management, alarm management and the booking and master data overview. The booking validation is carried out according to the SAP SE requirements.

Additional modules expand the possibilities in terms of time registration according to the employee, reception and manager roles.

*HR employee*

*HR reception*

*HR manager*



# Kaba Workforce Center

## HR cockpit

*Our optional software modules are combined under Kaba Workforce Center. They are run directly in the web browser and do not need to be installed on your computer. The Kaba b-comm ERP 5 registration screens are designed to be modern, clear and very user-friendly. The user is able to use the application very quickly and intuitively. All modules are available in multiple languages, which is a huge advantage for companies operating internationally.*

The Kaba Workforce Center – HR cockpit consists of the three licences HR employee, HR reception and HR manager.

### *HR employee*

The »HR employee« licence authorises the user to access the WebTerminal and personalised booking overview modules. The »Time registration« module is required, and its number of users must at least match the number of HR employees. This means that each employee can always keep an eye on their times.



### *HR reception*

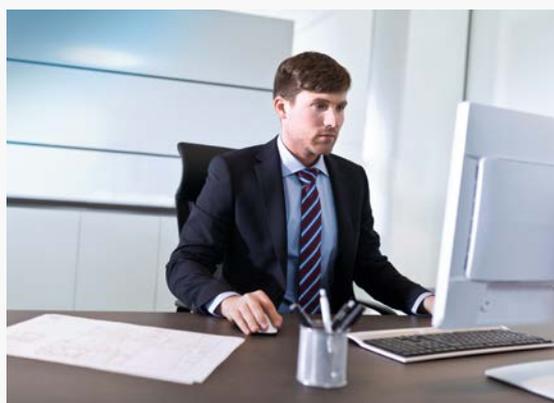
The »HR reception« licence covers visitor and contractor management, the presence and absence overview and the allocation of replacement badges.

With the »HR reception« package, your reception employees have all the tools necessary to be able to provide information and greet visitors.



### *HR manager*

The »HR manager« licence includes the functions for »HR employee« and »HR reception«. With the »HR supervisor« function, your HR officers can manage time resources effectively in your teams, as the HR manager has access to the booking overview and the master data of the employees assigned to them.





# Kaba Workforce Center HR reception & HR manager

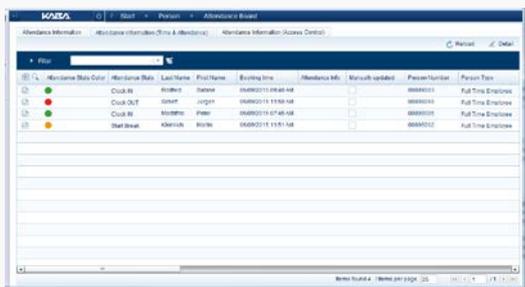
The HR manager licence contains all modules from HR reception and HR employee, as well as the HR supervisor function with access to the booking overview and master data.



## Visitor Management: a warm welcome for visitors

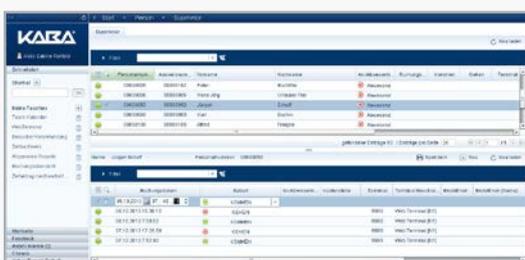
Visitor Management is a module for visitor and contractor management. It allows you to manage badges and print visitor passes independently of SAP. This means that someone who is not a company employee can participate in the existing time registration and/or access control systems in the company without their data ending up in the SAP system.

Clearly structured screens ensure simple, time-saving registration. Once saved, data can be used for further visits. Individual reports, e.g. the number of visitors, can be called up at any time.



## Attendance Board: presence at a glance

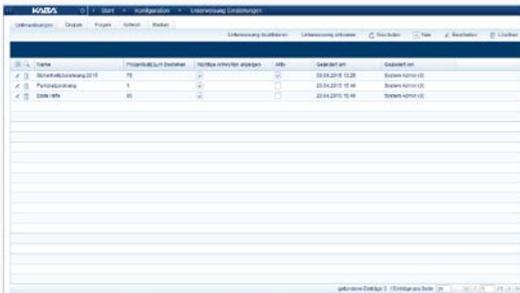
The colour-coded presence overview allows you to see which employees are present or absent at a glance. Using this overview, the telephone switchboard can always provide correct information, for example. It is possible to respond to unexpected absences quickly. The Attendance Board forms the basis for the evacuation list (roll call). In the event of an emergency, the system provides the rescue teams with emergency lists containing the names and information on the last known whereabouts of missing persons.



## HR supervisor: bookings under control

This module allows supervisors to record, correct and release the HR bookings of their employees before they are transferred to the SAP system. The bookings are only loaded once the data has been released. This prevents errors from entering the SAP system in the first place, thus avoiding any complex reworking. In addition, supervisors always have a precise overview of the presence of their employees.

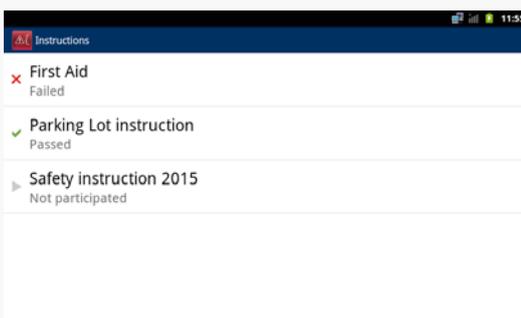
# Kaba Workforce Center *Instruction & room reservation*



Name	Project/Room/Resource	Max. number of people	Unit	Start date	End date
Sicherheitshinweise 2015	75	10	10	01.01.2015 00:00	31.12.2015 23:59
Parkplatzanweisung	1	10	10	01.01.2015 00:00	31.12.2015 23:59
Safe 100	10	10	10	01.01.2015 00:00	31.12.2015 23:59

## *Kaba Workforce Center instruction*

With Kaba Workforce Center »Instruction«, medial contents are created in Kaba b-comm ERP 5 and then provided to employees and visitors on Kaba Terminal 97 00. The contents can be displayed in a purely informative manner or as an interactive quiz. As many instructions can be created as required.



## *Kaba Workforce Center Instruction for terminal*

With the Kaba »Instruction« app, the contents of the »Instruction« software module are shown on Kaba Terminal 97 00.



## *Kaba Workforce Center room reservation*

You plan and reserve rooms and resources for meetings and customer visits. We take this information from your software specific to the customer and store it in our database for display on Kaba terminal 97 00.



## *Kaba Workforce Center room reservation for terminal*

The Kaba »Room reservation for terminal« app displays current room reservations online on Kaba terminal 97 00. It is possible to configure which rooms are displayed for each terminal. A reservation status can be changed from inactive to enabled on the terminal. In this case the colour of the entry also changes.

# Access control – so that you are safe

*Who has access where, when and for how long?  
How can I ensure that only selected persons  
have access to certain parts of the company?*

Security aspects and uniform authorization management are increasingly important in companies. By using access control from Kaba, you control the monitored access to the company premises, buildings and rooms. We offer you the right solution for the appropriate hardware. All products can be intelligently combined and easily integrated into your SAP system.

Master data  
expansion

Kaba exos 9300

Kaba exos Con-  
nector



97 04

# What our *modules* can do for access control



## *Master data expansion: entry into staff master data*

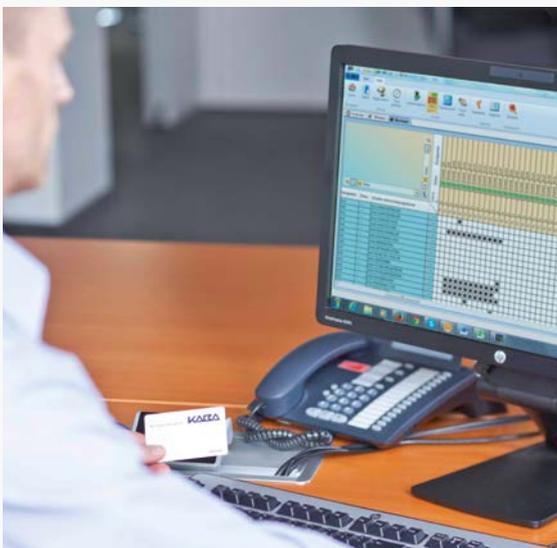
The »Master data expansion« software module allows for the entry of access control information into the SAP ByDesign staff master data. For example, the access authorizations for the employees are registered directly in the SAP ByDesign T&A and transferred to the access manager with Kaba b-comm ERP 5. In addition, the user language for the terminal response is added to the staff master data, which closes an important loophole in the SAP ByDesign standard interface for companies operating internationally.

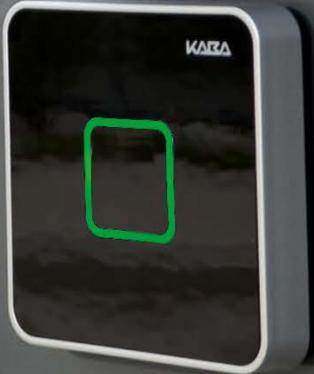
## *Kaba exos 9300: comprehensive access management*

If you wish to organise access control outside of SAP, you have the option of using the Kaba exos 9300 access management system. Kaba exos 9300 is an integrated access management system that takes a holistic approach to security. This gives you the flexibility to coordinate and easily manage all access rights from one central location or from several locations. The system offers a range of scalable and smart modules that can be easily adapted to your specific needs, including authorization management, visitor management, car park management and much more.

## *Kaba exos Connector: simple data exchange*

This interface provides you with the SAP master data for validation of access bookings in your Kaba exos access system. A web service is responsible for receiving the master records and balances. This means that the Kaba exos access system is always in a position to take master records from Kaba b-comm ERP 5 and process them. The interface also takes over the bookings from the terminals, to then validate them via the Kaba b-comm ERP 5 solution.





Badstr

# Our services – the basis for a good partnership

*Our aim is to support you with a comprehensive range of services over the course of a long-term partnership, from the initial contact to advice, right through to the planning and timely implementation of your project.*

## *Organisational consultancy*

When designing a complete solution, we provide you with advice in line with your individual requirements.

## *Project planning*

We provide you with the know-how required to implement a comprehensive and perhaps even international project. We're with you through the whole process, from the on-site inspection and the recommendation of organisational structures, right up to the planning of the steps necessary for timely project implementation.

## *Installation and putting into operation*

Our technicians install your terminals, implement the SAP interface, carry out customising and put the system into operation. Your employees will be informed about and acquainted with the circumstances. Once successful test runs have been completed, the entire system is handed over.

## *Training*

We can offer you a comprehensive range of training sessions on the technology and use of terminals, the communication software Kaba b-comm ERP 5 – SAP Business ByDesign, and the additional modules. We would be happy to draw up an individual training plan for you.

## *Our services*

- Organisational consultancy
- Project planning
- Installation and putting into operation
- Training
- Maintenance
- Hotline service

## *Maintenance*

We have an extensive servicing organisation available for maintenance of the installations. Highly qualified technicians will be available on location within a guaranteed response time. Around the world, we guarantee customer support via our own companies and service partners in the area. The spare part express service and repairs service minimise downtime.

## *Hotline service*

Our hotline employees will be happy to respond to any questions you may have about our products and the SAP interface. A rapid and professional response will ensure your system remains stable and highly available.



BEYOND SECURITY

