

TimeClock Plus v7 (MOBILE TIMECLOCK) SET-UP

Downloading the App

In the iOS or Android app store, search for “**TimeClock Plus v7**”

- Download the app for free

Configuring the App

- When the app is first open, the following settings must be set
- Scheme: **HTTPS**
- Host: **77545.tcplusondemand.com**
- Port : **443**
- Namespace field : **77545**

Pine Tree ISD 1 should appear on the screen

Badge/ID Number: (enter number given to you by HR)

You will only have to enter the PTISD ID number the first time the app is opened, unless you have to redownload the app and reset-up the configuration.

- The first time you open the app, you will also be asked if you want the app to be able to access your location; answer “Yes” to allow the full functionality of the app

Location services must be turned on for the app to work. The app will geo-locate each time you clock in and out as well as record the IP address. If you have no cell service, the mobile app will still work and will hold/record all clock punches. When your mobile device reconnects with cell service , hotspot, or WI-FI the actual times will sync to TimeClock Plus, and the area where it reconnects will be the geolocation.