



TimeClock Plus provides a convenient phone app which is downloadable via Google Play or App Store. Having the app allows you to conveniently clock in and clock out of your job from your phone.

Downloading the App



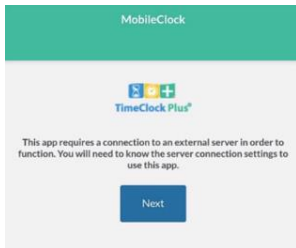
TimeClock Plus v7 MobileClock
Data Management, Inc.

Business

INSTALL

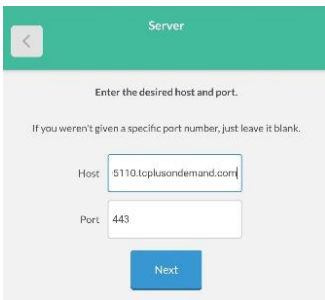
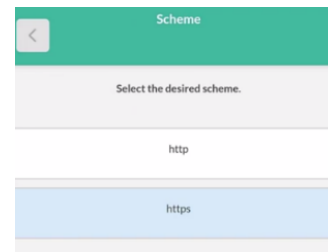
- The app can be downloaded via Google Play or the Apple App Store
 - Search for “TimeClock Plus”
 - Choose “MobileClock”
 - Install

Configuring the MobileClock App



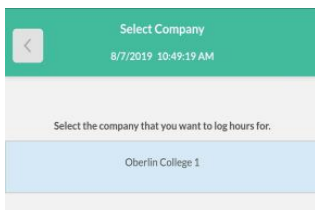
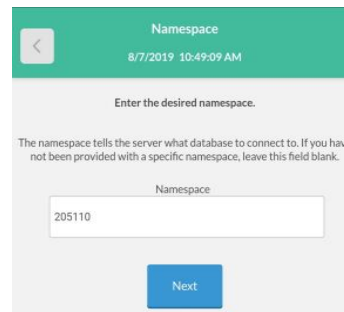
- Open the app on you device and select “Next” on the initial screen

- You’ll then be prompted to select your desired **scheme**, select “https”



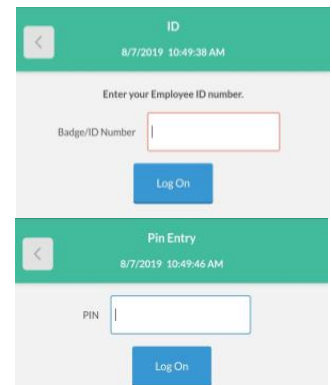
- On the **server** page enter the following and hit “Next”
 - **Host:** 205110.tcplusondemand.com
 - **Port:** 443

- On the **Namespace** page enter the following and hit “Next”
 - **Namespace:** 205110



- On the following page, you will want to select “**Oberlin College 1**” for the company.

- On the following two screens you’ll be prompted for your **ID/Badge Number** and **PIN**
 - **Badge/ID Number:** Enter your TNumber without the letter T or leading 0’s. Example: T0123456 would be 123456, or T0004567 would be 4567.
 - **PIN:** Last four digits of your SSN. *
**Required in order to use TimeClock Plus*



When these steps are completed you will be taken to the clock page. You will be able to clock in and out of your job from the app. Please reference the Clocking Tutorial for instructions on how to clock in and out using the app.