Utilizing the PeopleNet Integration

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Note The PeopleNet integration has entered the "End of Life" status, meaning this integration is no longer officially supported by TempWorks nor are new instances of the PeopleNet integration being setup.

Utilizing the PeopleNet Integration

PeopleNet is a timeclock provider that creates timecards. Our PeopleNet integration allows you to export your assignment information from TempWorks to PeopleNet where you are able create employees timecards and then import those timecards back into TempWorks for payroll and invoice processing.

Exporting Assignment Information to PeopleNet

Steps to follow once PeopleNet has been integrated to export the assignment information:

1. Navigate to pay/billexpand the actions menu and select export assignment info to PeopleNet.



2. Provide the date range for assignments being uploaded to PeopleNet. The TempWorks default is to select the range of the current Weekend Bill (Monday - Sunday), however, the start date and end date can be determined by the user:

Date Range Review Correct Errors	Select assign All assignments ope	nment date range en during the date range) will be selected.		
Finish	Start Date	2/17/2014			
	End Date	2/23/2014			
	Include prev	viously uploaded assignm	ents which have been rece	ently updated.	
	Customer Name	e			
	Department Na	ame			

3. There is also an option to include previously uploaded assignments which have been recently uploaded:

🖪 peop	lenet time exp	oort - date	range		
Date Range Review Correct Errors Einisch	select assignm All assignments open d	ent date rang	IO will be selected.		
rinisn	Start Date	2/17/2014			
	End Date	2/23/2014			
	X Include previou	sly uploaded assignr	nents which have been recently i	updated.	
	Customer Name				
	Department Name				

Users may elect to include previously uploaded assignments which have been recently updated because, when modifications are made to Assignments and Employees:

- Enterprise will know which fields are relevant to PeopleNet.
- When any of these fields are modified on an assignment or employee, we will prompt them with the ability to update PeopleNet after the save if, and only if, the entity updated is related to an assignment which has been exported for upload. If the rep chooses to update the information, PeopleNet will be updated.

Note At this point, if 'Next' is selected, leaving the customer and department names blank, the export will include updated assignments for all PeopleNet customers for the date range specified. If you only want to upload assignments to PeopleNet for a specific customer or department, you may enter that information into the customer name and department name fields.

Based on the options selected, the results will be returned:

Date Range • Review Correct Errors Finish	Select assignments Please select date range to use for open assignments.										
	Drag a column header here to group by that column.										
	Exclude 🔻	Order Id	Employee Name	Customer Name	Department	Start Date	Pay Bill				
	Ð	4295012313	Grenier, Zach	Sasquatch Steel	Primary	10/29/2013	\$19.00	\$26.6			
		4295012313	Maguire, George	Sasquatch Steel	Primary	10/29/2013	\$19.50	\$27.3			
		4295012313	Zarn, Tim	Sasquatch Steel	Primary	10/29/2013	\$19.00	\$26.6			
		4295022410	Andrews, David	Los Pollos Hermanos	Manufacturing	11/18/2013	\$14.00	\$20.3			
		4295022410	Bissonnette, Joel	Los Pollos Hermanos	Manufacturing	11/18/2013	\$14.00	\$20.3			
		4295022410	Brissette, Rick	Los Pollos Hermanos	Manufacturing	11/18/2013	\$14.00	\$20.3			
	2	4295022410	Colston, Sydney	Los Pollos Hermanos	Manufacturing	11/18/2013	\$14.00	\$20.3			
	E	4295022410	Dell, Charlie	Los Pollos Hermanos	Manufacturing	11/18/2013	\$14.00	\$20.3			
		4295022410	Pace, Sylvia L	Los Pollos Hermanos	Manufacturing	11/18/2013	\$14.00	\$20.3			
		4295022633	Gustafson, Eric R	Nissan Corporation	Corporate	12/30/2013	\$0.00	\$0.0			
	0	4295022817	Dawson, Eric	American Choppers	Primary	2/23/2014	\$15.00	\$24.0			

Notice, there is an option to exclude any assignments included in the list:

Select a Please selec Drag a col	ussignmen at date range to umn header he	ments nge to use for open assignments. der here to group by that column.					
Exclude 🔻	Order Id	Employee Name	Customer Name	Department	Start Date	Pay	Bill
	4295012313	Grenier, Zach	Sasquatch Steel	Primary	10/29/2013	\$19.00	\$26.60
	4295012313	Maguire, George	Sasquatch Steel	Primary	10/29/2013	\$19.50	\$27.30

Excluded transactions will then be listed separately in the list from the included transactions:

Exclude 🔻			
Exclude 🔻	Order Id	Employee Name	Customer Name
Exclude: Tr	ue (2 items)	Sec. 1997	
	4295012313	Arquette, Richmond	Sasquatch Steel
	4295012313	Grenier, Zach	Sasquatch Steel
Exclude: Fa	lse (10 items)		
	4295012313	Maguire, George	Sasquatch Steel
	4295012313	Zarn, Tim	Sasguatch Steel

Once all transactions have been reviewed and the appropriate items have been excluded, select next to navigate to the final step. During this last step, users can select one of three options:

🕒 peop	lenet time export - finish
Date Range Review Correct Errors • Finish	Save file Save or upload file to PeopleNet Save file to your computer Upload file to PeopleNet and mark assignments for future updates Mark assignments for future updates

1. Save file to your computer

Select this option if you are not ready for the file to be uploaded to PeopleNet but would like to save it and have access to it for future use. You will be asked to provide a file name and location for the file to be stored on your computer:



2. Upload file to PeopleNet and mark assignments for future updates.

Select this option if you would like the file to be sent directly to PeopleNet's FTP system.

Note TempWorks marks assignments for future updates because, let's say for example, we export an assignment with a pay rate of \$16.00 to PeopleNet with a date range of Monday - Wednesday. Later in the week, we export the same assignment but now for the days Thursday - Friday. Also, suppose we discovered the pay rate for the assignment should have been \$17.00. Since we marked assignments for future updates, the second export will update the original export to set a pay rate of \$17.00 for all days.

	TempWorks Enterprise
?	File Already Exists
	There is a file pending processing on PeopleNet's FTP system. Do you want to overwrite it and risk losing its data?
	→ Yes
	→ Yes → No

If the file already exists, there will be an option to overwrite the previous data.

3. Mark assignments for future updates.

If this option is selected, the assignment will be marked to automatically update but no file will be uploaded to PeopleNet. In the future, when you are ready to upload the assignments to PeopleNet, you will know the assignments include the most recent updates (if any exist).

	TempWorks Enterprise
0	The selected assignments have been marked to automatically update.
	→ Continue working

Once completed, select 'Finish.'

Import Time from PeopleNet

Note Before you select to Import PeopleNet time file, it is important to note that this information comes from PeopleNet, not TempWorks. Be sure you follow the appropriate steps with PeopleNet so the file is available to import into TempWorks.

1. Once the import is ready from PeopleNet, navigate to pay/bill, expand the actions menu in Enterprise and select to import PeopleNet time file:



2. A prompt will ask for the file you wish to import:



3. Select the appropriate file from the list in the drop-down then select import file:

S	Path
11/19/2014 11:54:00 AM	ftp://ftp.peoplenet.com
2/7/2014 3:38:00 PM	ftp://ftp.peoplenet.com
11/12/2014 9:24:00 AM	ftp://ftp.peoplenet.com
11/12/2014 9:24:00 AM	ftp://ftp.peoplenet.com
11/19/2014 4:11:00 PM	ftp://ftp.peoplenet.com
	Date Generated 11/19/2014 11:54:00 AM 2/7/2014 3:38:00 PM 11/12/2014 9:24:00 AM 11/12/2014 9:24:00 AM 11/12/2014 4:11:00 PM

Note After selecting a file to import into TempWorks, you may receive a warning the file has already been imported. If you elect to re-import a PeopleNet file, know that new timecards will be created for all transactions in the file, inevitably creating duplicate timecards.



A prompt will notify you that the import was successful:

	TempWorks Enterprise
0	Import Successful
	→ Continue working

After a file has been successfully imported, the timecards will instantaneously be marked as "claimed" and a proofing session will automatically generate:

Select Session Transactions	Select sess Select a transaction	ÎON on session to proof.			
Error Checking Finish	Session	ID Service Rep	<u>+</u>		CTXNS Records
	6888	Brandon Johnson		-	 1
	6821	Claudette Jaswa			2
	6818	Dalyce Brell			22
	6837	Dalyce Brell			5
	5841	Dalyce Brell			2
	6889	Erik Ruggles			21
	6884	shawna.bradt			1

The imported PeopleNet transactions may be edited/corrected/updated in time entry the same way as non-PeopleNet transactions.

Proofing

ction proofing - transactions

transactions

Please review the list of transactions that will be proofed. Clicking Next will begin the proofing process.

	1	Lawrence			40	C USS allo
Employee	Customer	Pay Code	Reg Hrs	OT Hrs	Reg Pay	
Pint, Allison	Vandy Enterprises (Primary)	Reg	40	1.69		\$10.00
Pint, Anders	Vandy Enterprises (Primary)	Reg	40	1.61		\$10.00
Pint, Andy	Vandy Enterprises (Primary)	Reg	40	1.75		\$10.00
Pint, Barbara	Vandy Enterprises (Primary)	Reg	40	1.81		\$10.00
Thresher, Cameron	Vandy Enterprises (Primary)	Reg	40	3.04		\$14.25
Pint, Corey	Vandy Enterprises (Primary)	Reg	40	12.94		\$10.00
Jackson, Joe	Vandy Enterprises (Primary)	Reg	40	3.92		\$10.00
Pint, Mary	Vandy Enterprises (Primary)	Reg	40	1.93		\$20.00
Pint, Michael	Vandy Enterprises (Primary)	Reg	31.16	0		\$19.00
Pint, Moe	Vandy Enterprises (Primary)	Reg	40	1.85		\$19.00
Pint, Nancy	Vandy Enterprises (Primary)	Reg	31.26	0		\$18.00
Pint, Paul	Vandy Enterprises (Primary)	Reg	31.19	0		\$20.00
Pint, Perry	Vandy Enterprises (Primary)	Reg	40	1.4		\$25.00
Total: 21			779.01	57.19	8	

Time Entry

Status	Name	Customer	Department	Pay Co	RT Hrs 🔳	OT Hrs 🗷 🖥 Bill	E Pey	🔳 🛛 Sak	ary 🔳	WE Date
1	Pint, Anders	Vandy Enterprises	Primary	Reg	40	1.61	\$19.00	\$10.00	\$0.00	11/10/2013 12:00:00 AM
1	Pint, Andy	Vandy Enterprises	Primary	Reg	40	1.75	\$19.00	\$10.00	\$0.00	11/10/2013 12:00:00 AM
1	Pint, Barbara	Vandy Enterprises	Primary	Reg	40	1.81	\$19.00	\$10.00	\$0.00	11/10/2013 12:00:00 AM
1	Thresher, Cameron	Vandy Enterprises	Primary	Reg	40	3.04	\$23.26	\$14.25	\$0.00	11/10/2013 12:00:00 AM
1	Pint, Corey	Vandy Enterprises	Primary	Reg	40	12.94	\$19.00	\$10.00	\$0.00	11/10/2013 12:00:00 AM
1	Jackson, Joe	Vandy Enterprises	Primary	Reg	40	3.92	\$15.00	\$10.00	\$0.00	11/10/2013 12:00:00 AM
1	Pint, Mary	Vandy Enterprises	Primary	Reg	40	1.93	\$29.00	\$20.00	\$0.00	11/10/2013 12:00:00 AM
1	Pint, Michael	Vandy Enterprises	Primary	Reg	31.16	0	\$29.00	\$19.00	\$0.00	11/10/2013 12:00:00 AM
1	Pint, Moe	Vandy Enterprises	Primary	Reg	40	1.85	\$29.00	\$19.00	\$0.00	11/10/2013 12:00:00 AM
1	Pint, Nancy	Vandy Enterprises	Primary	Reg	31.26	0	\$27.00	\$18.00	\$0.00	11/10/2013 12:00:00 AM
1	Pint, Paul	Vandy Enterprises	Primary	Reg	31.19	o	\$28.00	\$20.00	\$0.00	11/10/2013 12:00:00 AM
1	Pint, Perry	Vandy Enterprises	Primary	Reg	40	1.4	\$32.00	\$25.00	\$0.00	11/10/2013 12:00:00 AM
1	Pint, Randy	Vandy Enterprises	Primary	Reg	31.25	0	\$24.00	\$15.00	\$0.00	11/10/2013 12:00:00 AM
1	Pint, Saul	Vandy Enterprises	Primary	Reg	40	0.65	\$24.00	\$15.00	\$0.00	11/10/2013 12:00:00 AM
1	Pint, Stephen	Vandy Enterprises	Primary	Reg	31.31	0	\$28.00	\$16.00	\$0.00	11/10/2013 12:00:00 AM
1	Pint, Terry	Vandy Enterprises	Primary	Reg	31.38	0	\$21.00	\$15.00	\$0.00	11/10/2013 12:00:00 AM
1	Pint, Thomas	Vandy Enterprises	Primary	Reg	31.46	0	\$19.70	\$14.25	\$0.00	11/10/2013 12:00:00 AM
1	Pint, Uma	Vandy Enterprises	Primary	Reg	40	21.25	\$16.25	\$8.50	\$0.00	11/10/2013 12:00:00 AM
1	Pint, Veronica	Vandy Enterprises	Primary	Reg	40	1.72	\$18.00	\$9.00	\$0.00	11/10/2013 12:00:00 AM
1	Pint, Zander	Vandy Enterprises	Primary	Reg	40	1.63	\$18.00	\$9.00	\$0.00	11/10/2013 12:00:00 AM

Once you have proofed/confirmed that the transactions are correct, you may continue the pay/bill process as normal, with the new timecards imported from PeopleNet.

Related Articles