

# On-Site Time Clock Configuration Options

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## What is the On-Site Time Clock App?

TempWorks™ On-Site Time Clock App allows you to use just about any tablet or phone device as a time clock for your employees to punch in and out from. This process uses our Buzz software for punching and our WebCenter platform for reviewing and approving time.

**\*Note\*** The On-Site Time Clock application is a licensed feature within Buzz. If you would like to utilize this feature, please reach out to your TempWorks Account Manager.

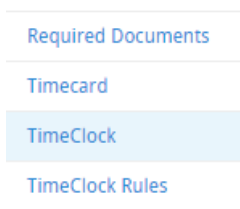
This article reviews specific WebCenter-related configurations you can set up with your On-Site Time Clock.

### To Locate Configuration Options in WebCenter:

1. Navigate to WebCenter Admin
2. Select the Config tab



3. Choose TimeClock Category



## Enabling On-Site Time Clocks

**Enable On-Site Time Clock App Punching** configuration is required in order for the On-Site Time Clock App to allow and send time clock punches to WebCenter.

**Enable On-Site Time Clock App Punching**      Default: false      [Hide Rules \(1\) ▼](#)

Used by the On-Site Time Clock App. If turned on employees will be able to punch into the On-Site Time Clock App.

**Rules**

When: Select a filter.. ▼ is    Use:  True  False      [Add Rule](#)

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[Edit](#)      When Customer is 100 Acre Woods, Inc. (4295000614) HiTechQA - 2      ✖

Use True

Check out [How to Setup the On-Site Time Clock App](#) for more information.

## Turning on Facial Recognition

You can utilize facial recognition to require a facial verification every time any employee punches in or out. This is in addition to their log in method.

To turn this feature on, first create a new rule for the **Enable On-Site Time Clock Face Verification** configuration:

**Enable On-Site Time Clock Face Verification**      Default: false      [Hide Rules \(0\) ▼](#)

Used by the On-Site Time Clock App. If turned on employees will be required to take a picture of themselves with their phone when they punch and the punch will not succeed unless the picture is verified to be the employee.

**Rules**

When: Customer ▼ is 100 Acre Woods, Inc. (4295000614) ▼ Use:  True  False      [Add Rule](#)

If you are having trouble with employee's facial recognition acceptance, you can create rules on the **On-Site Time Clock Face Verification Confidence Threshold** config to change the threshold. (We recommend keeping it at the 80%)

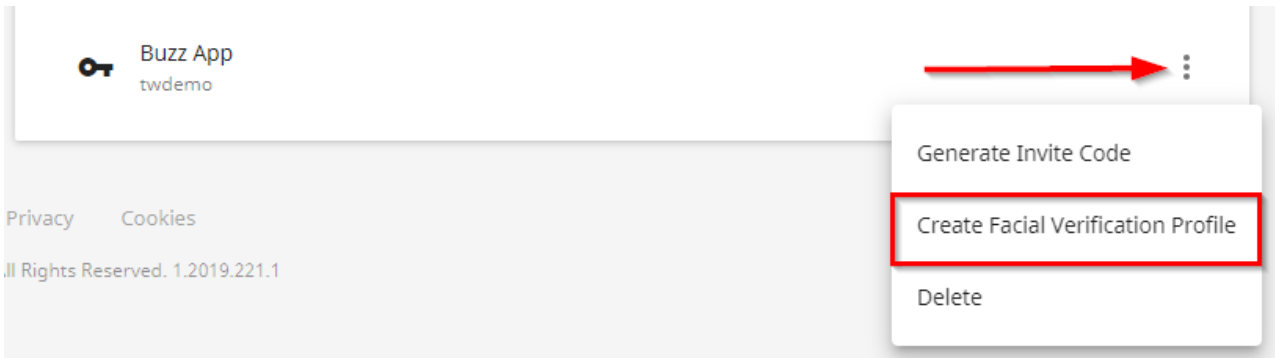
**On-Site Time Clock Face Verification Confidence Threshold**      Default: 80      [Show Rules \(0\) ▶](#)

Used by the On-Site Time Clock App. How confident the face verification system must be that the image taken is the employee before allowing a punch to succeed. Entered value is a percent value from 0 to 100. Default is 80 for 80%.

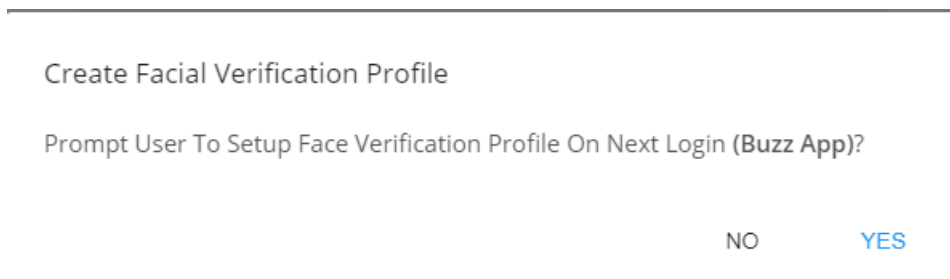
Once you have turned on the facial recognition configuration, you will need to make sure your employees are set up with a facial recognition profile. We recommend doing this during an orientation or before they start as it can take a few minutes.

Navigate to their Web User Account Details (Via the  charm) and select the 'Create Facial Verification

Profile' action in the  menu beside the Buzz app web user product.



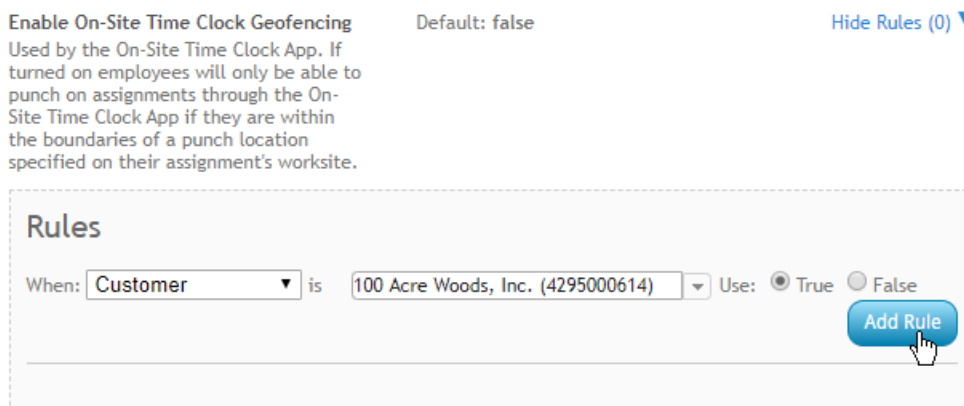
A new window opens. Select Yes, to prompt the employee to setup their Face Verification Profile.



The employee will be prompted to set up their facial verification profile in the Buzz app on their own phone or when clocking in the first time on the On-Site Time Clock App.

## Using Geofencing with the On-Site Time Clock

If you are not mounting your device to a wall, you may want to use geofencing to ensure when employees are clocking in they are within the worksite. In WebCenter admin, create a rule under the **Enable On-Site Time Clock Geofencing** configuration to turn this option on per customer or department.




Once you have turned this feature on, you will want to make sure your worksites are set up with punch locations:

1. Navigate to Customer > Details > Worksite and select the worksite:


**CUSTOMER** 100 Acre Woods, Inc. - Primary (4295000614) / Details / Worksites / Gloomy Place Warehouse


100 Acre Woods, Inc. (4295000614)  
Primary · Eagan, MN 55121

VISIFILE DETAILS ▾ DEFAULTS ▾ DOCUMENTS INVOICE HISTORY MESSAGES MORE

Worksite Details 

Worksite Name	Gloomy Place Warehouse	Is Active	Yes
Address	123 100 AKER Drive Excelsior, MN 55331 United States of America	County	Hennepin
School District	--	Directions	Rather Sad and Boggy Place
Dress Code	Tails Optional	Time Zone	Central Standard Time
Observes Daylight Savings	Yes	Accessible to Public Transportation	No



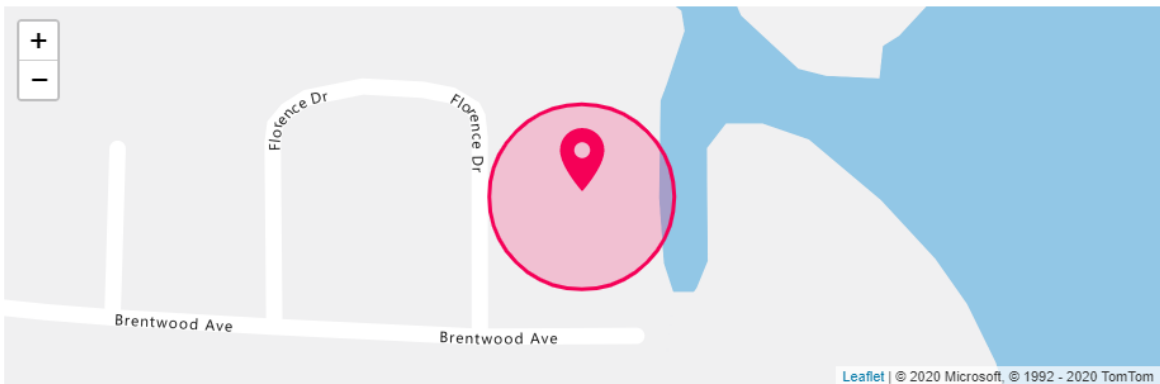
Punch Locations 

No punch locations

2. Select the + on the Punch Locations card
3. Name the punch location and update your radius as necessary

Add Punch Location

Feel free to move the highlighted pin where you'd like it:



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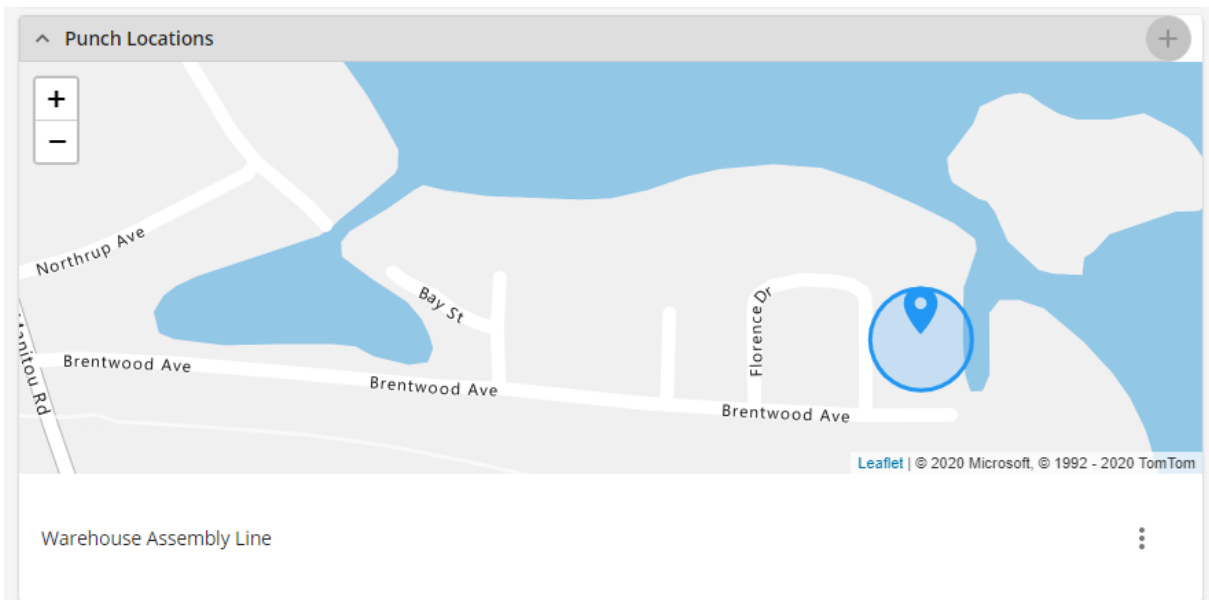
Name  Description

Determine an acceptable punch-in radius for your employees:

Radius  Feet

SAVE AS DRAFT CANCEL **SUBMIT**

4. Select Submit



**\*Note\*** If you have not used geofencing before, there may be additional setup required in your system. Talk with your account manager or support team for more information.

## Hiding Customer/Department Name

The **On-Site: Hide Customer/Department Name** configuration simply allows you to hide the customer and/or department name within the On-Site Time Clock App.

<b>On-Site: Hide Customer/Department Name</b>	Default: false	<a href="#">Show Rules (0) ▶</a>
Allow employer to hide their company name and department name on the On-Site Time Clock App.		

## Additional Time Clock Configurations

A lot of the configurations originally created for our hardware time clocks can work for our On-Site Time Clock as well. Most of the other configurations located in TimeClock Category in WebCenter Admin will apply.

Configurations that **do not** apply to On-Site TimeClock App:

- *QuickPin options* (since the On-Site Time Clock App uses different pin/QR code options than our hardware time clocks)

<b>QuickPin Numeric Length</b>	Default: 4	<a href="#">Show Rules (0) ▶</a>
Length of numbers used for a TempWorks TimeClock quick pin		
<b>QuickPin Text Length</b>	Default: 3	<a href="#">Show Rules (0) ▶</a>
Length of text used for a TempWorks TimeClock quick pin		

- *Auto Accept Timer*

<b>Auto Accept Timer</b> Number of seconds that the TempWorks TimeClock waits for input before automatically accepting punch data	Default: 10	<a href="#">Show Rules (0) ▶</a>
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- *Timeclock Look for actions in parent*

<b>Timeclock Look for actions in parent</b> Toggle whether to search for assignments in parent customers on a timeclock	Default: false	<a href="#">Show Rules (0) ▶</a>
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- *Phone Application Punching, Face Verification, Geofencing, and Confidence Threshold options that **do not** specifically say "On-Site Time Clock" (these configurations are for the [Buzz mobile time punching](#))*

<b>Enable Tempworks Phone Application Punching</b> Used by the Tempworks phone application. If turned on, employees will be able to punch on their phones via the Tempworks phone application.	Default: false	<a href="#">Show Rules (2) ▶</a>
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<b>Enable Face Verification</b> Used by the Tempworks phone application. If turned on, employees will be required to take a picture of themselves with their phone when they punch and the punch will not succeed unless the picture is verified to be the employee.	Default: false	<a href="#">Show Rules (0) ▶</a>
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<b>Enable Geofencing</b> Used by the Tempworks phone application. If turned on, employees will only be able to punch on assignments through their phone if they are within the boundaries of a punch location specified on their assignment's worksite.	Default: false	<a href="#">Show Rules (2) ▶</a>
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<b>Face Verification Confidence Threshold</b> Used by the Tempworks phone application. This is how confident the face verification system must be that the picture taken is the employee before allowing a punch to succeed. The entered value is a percent value from 0 to 100. The default is 80 for 80%.	Default: 80	<a href="#">Show Rules (0) ▶</a>
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**Learn more about other configuration options:**

- Check out our Standard TimeClock configurations by [clicking here](#) .
- Check out our TimeClock Rule Configuration options by [clicking here](#).

## Related Articles