

How to Setup TimeIntel by TempWorks

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What is TimeIntel by TempWorks?

TimeIntel by TempWorks, or TI, 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 the TI application for punching and our WebCenter platform for reviewing and approving time.



Tue, Jul 07, 2026

10:53 AM

Enter your 6-digit PIN



Sign in

 [Sign in with QR code](#)

 PIN Info



ENG



ESP

Note The TimeIntel by TempWorks application requires Beyond access to function. Please contact your TempWorks Account Manager for more information.

The TimeIntel by TempWorks application is a licensed product. If you would like to utilize this application, please reach out to your TempWorks Account Manager.

Setting Up the Time Clock Device

In order to use the TimeIntel by TempWorks application, you will need to have one or more devices dedicated to being your touch screen time clocks where employees can punch in and out from.

This section outlines the following steps:

1. Find a Device that Works for You
2. Configure Custom Color Theme and In-App Logo
3. Enable the WebCenter Configuration
4. Install the App
5. Create and Apply the Activation Code
6. Localization Options

Find a Device That Works For You

System Requirements

Software:

- iOS - Latest two major versions.
- Android - Latest two major versions.

Hardware:

- Apple - Latest two device generations.
- Android:
 - RAM: 3 or 4GB minimum.
 - CPU: Minimum dual core processor running at 1.2GHz.

Additional Recommendations:

- It is recommended that a wired (Ethernet) network connection is used when utilizing the TimeIntel by TempWorks application on a connected device. An Ethernet Adapter may be required for your device. The following are example Ethernet Adapters depending on the type of device you have:
 - For Apple devices with an Apple Lightning port: [Belkin Ethernet + Power Adapter with Lightning Connector](#)
 - For Apple devices with a USB-C port: [Belkin USB-C to Gigabit Ethernet Adapter](#)
 - For Apple devices with a USB-A port: [Apple USB Ethernet Adapter](#)
 - For Android devices with a USB-C port: [Anker USB C to Ethernet Adapter](#)
 - For Android devices with a USB-A port: [Amazon Basics Ethernet Adapter](#)
- Consider mounting your device to the wall so it doesn't walk off or become hard to find (and using features

like [Apple's](#) or [Google's](#) Find My Device options)

- Keep your screen brightness high enough for easy worker visibility
- Turn off any snooze or auto-lock feature
- Utilize features like [Apple's Guided Access](#) or [Android's Pinning Option](#) to prevent the device being used for non-time clock purposes
- If you are utilizing a lot of devices, consider a Mobile Device Management software to manage updates and lock down devices remotely.
- Consider the thermal limitations of the devices being used as time clocks. You may need to utilize a weatherproof enclosure for the device depending on the environment it is going to be located within.

Configure Custom Color Theme and In-App Logo

During the initial setup of the application, TempWorks will assist in branding the application to suit your company's needs, including custom color theming along with the inclusion of an in-app logo.

Enable the WebCenter Config

Because the approval process involves WebCenter, you will need to turn on the configuration to allow punches to save in WebCenter.

1. In WebCenter Admin, navigate to Config > TimeClock
2. Find the Rule labeled: "Enable On-Site Time Clock App Punching"
3. Create a New Rule

The screenshot shows the 'Enable On-Site Time Clock App Punching' rule configuration in the WebCenter Admin interface. At the top, the rule name is 'Enable On-Site Time Clock App Punching' with a 'Default: false' status and a 'Hide Rules (1)' dropdown. Below this is a description: 'Used by the On-Site Time Clock App. If turned on employees will be able to punch into the On-Site Time Clock App.' A dashed box labeled 'Rules' contains the configuration fields: 'When: Customer' (selected from a dropdown), 'is Buy N Large (4295013744)' (selected from a dropdown), and 'Use: True' (selected with a radio button). An 'Add Rule' button is visible at the bottom right of the rule configuration area, with a hand cursor pointing to it.

- Select Customer or Department
 - Enter Customer/Department Name
 - Select True
4. Select "Add Rule" Button

Note For additional configuration options in WebCenter, please see the article titled [TimeIntel by TempWorks Configuration Options](#).

Install the Application

To find the app, search for "TimeIntel" in one the following options:

- The App Store for iOS
- The Google Play store for Android

Once you have downloaded the app on the chosen compatible device, you will be prompted for an Activation Code and/or QR Code:

Activation Code

Enter the agency-issued activation code or QR code to link this device to your job site.

Activation Code*

Activation Code

Verify

OR

Align QR code within the frame to scan

By using this app you agree to our [License Agreement](#) and [Privacy Policy](#)

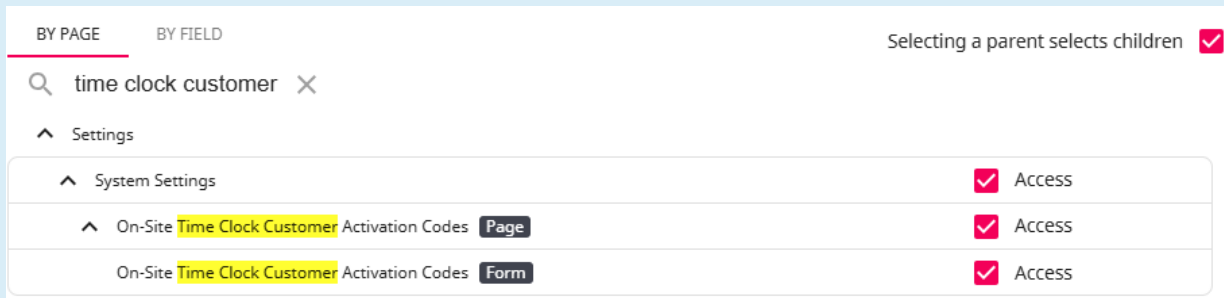
Create and Apply the Activation Code

An activation code links the TimeIntel by TempWorks application with the specific customer, etc. that you want to use it with. Before you can create an activation code, you must already have the customer and worksite this time clock will be stationed at, set up in the system.

Note In order to create an activation code, you will need to have the "Can Administrate" permission in Beyond.

Work with your administrator or TempWorks Support Team if you do not have access to System Settings.

Note If you utilize custom Security Groups with Advanced Permissions, you will need to add the Access to the "On-Site Time Clock Customer Activation Codes" page and form within Settings > System Settings to the Security Groups that require the functionality:



For more information on created custom Security Groups with Advanced Permissions, please see the following article titled "[Beyond - Creating Security Groups with Advanced Permissions](#)".

1. Navigate to B Menu > System Settings
2. Select "On-Site Time Clock Customer Activation Codes"
3. Select the  on the right and select "New On-Site Time Clock Invite Code" to create a new activation code:



4. Create the code you want to use
 - Must be at least 10 characters long and unique (not the same as any other Time Clock code):

On-Site Time Clock Customer Activation Codes



The following selections determine the assignments available when using the activation code.

* Code

* Required

* Only letters and/or numbers can be used for invite codes.

* Associated Customer

Search by customer name... 

☒ Allow punching from child departments



Please note selections cannot be updated after clicking submit.

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CANCEL SUBMIT

5. Select the Customer you want this invite code to apply for
 - Keep in mind you must select the correct department for the customer:

On-Site Time Clock Customer Activation Codes



The following selections determine the assignments available when using the activation code.

* Code

TargetWarehouseTimeclock2000

* Associated Customer

Best Buy - Deployment 

☒ Allow punching from child departments

Select a Worksite





Please note selections cannot be updated after clicking submit.

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CANCEL SUBMIT

6. Optionally, select the associated worksite this Time Clock will be used for:

On-Site Time Clock Customer Activation Codes



The following selections determine the assignments available when using the activation code.

* Code

TargetWarehouseTimeclock2000

* Associated Customer

Best Buy - Deployment

☒

 Allow punching from child departments

Select a Worksite

Primary
345 New St.
Eagan, MN 55121



 Please note selections cannot be updated after clicking submit.

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7. Select "Submit" to save your invite code

Activation codes will remain active until you select the "Revoke Code" option by navigating to the  icon to the right of the activation code, and selecting "Revoke Code":



Settings / System Settings / On-Site Time Clock Customer Activation Codes

System Settings

Advanced Search

Content

External Service

Insight Widgets

Interest Codes

Job Titles

On-Site Time Clock Customer Activation Codes

On-Site Time Clock Customer Activation Codes

Product Instance

Filter...

UAT-OSTC-App-HighTech

Show All Codes

TargetWarehouseTimeclock2000

4234999848

1961





Copy To Clipboard

Revoke Code

Retrieve the activation code or QR Code in Beyond to be used in the setup of the TimeIntel by TempWorks application:

- The activation code can be copied to the clipboard by selecting the  icon to the right of the activation code, and selecting "Copy to Clipboard":



- The invite code QR code can be shown by selecting the  icon to the right of the invite code:



Enter the code or scan the QR in the app to complete the enabling of the TimeIntel by TempWorks application:

Activation Code

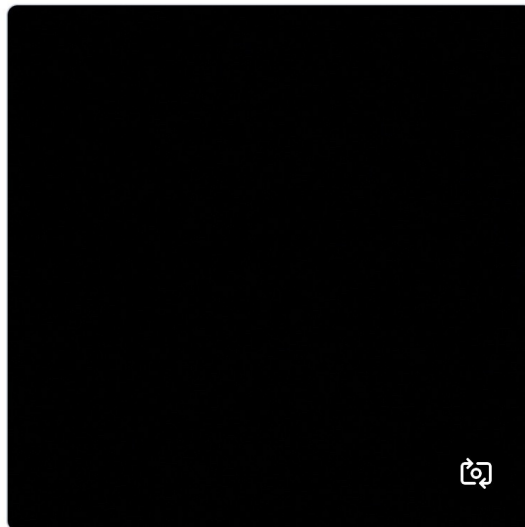
Enter the agency-issued activation code or QR code to link this device to your job site.

Activation Code*

Verify

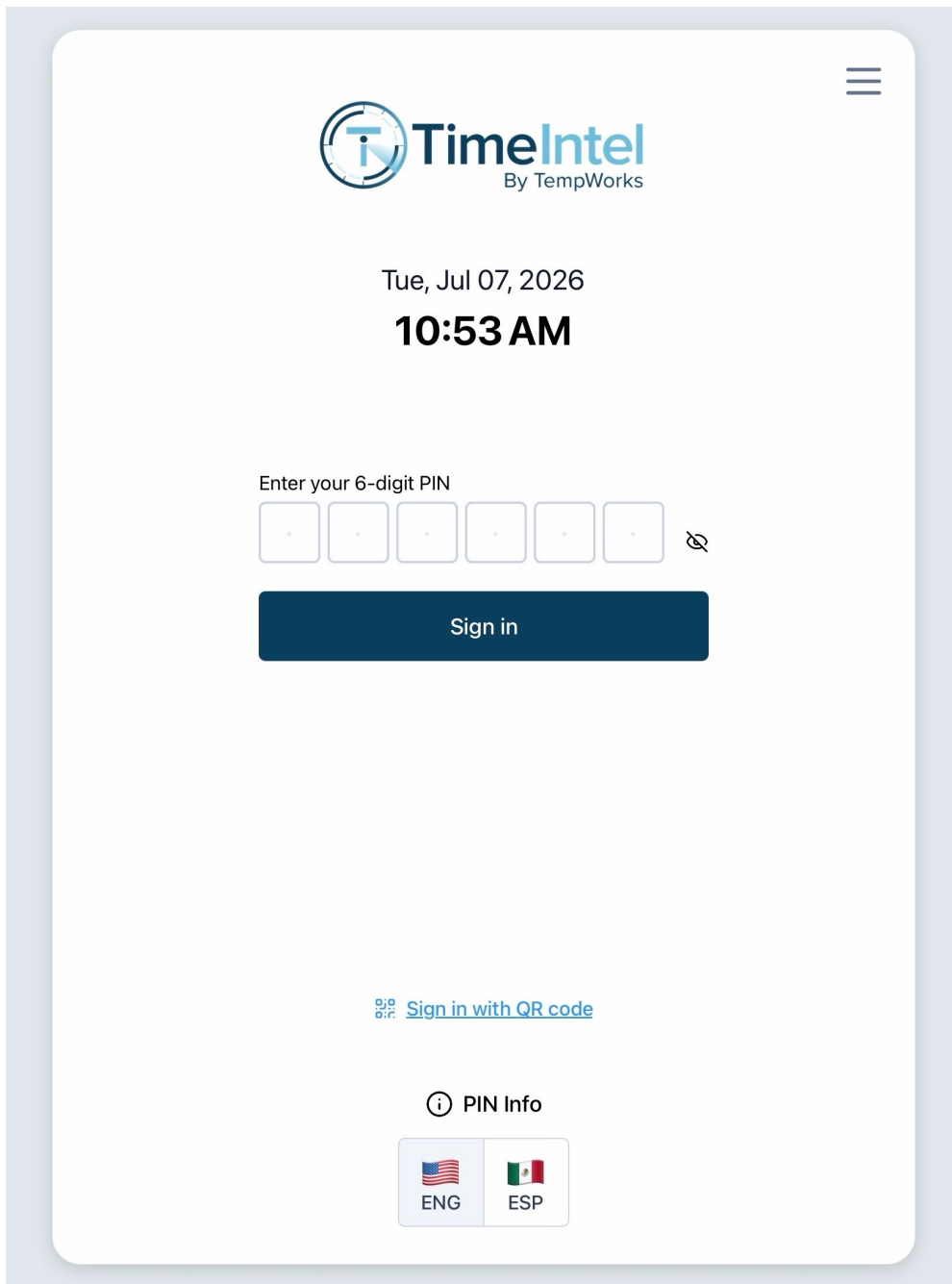
OR

Align QR code within the frame to scan



By using this app you agree to our [License Agreement](#) and [Privacy Policy](#)

Once the activation code has been accepted, employees will be able to login with their respective pin/QR Code:



Localization Options

With localization settings, the TimeIntel by TempWorks application will be translated into your preferred language of English or Spanish.

While the TimeIntel by TempWorks application will default to the language of your device (English or Spanish), users can also choose their preferred language setting directly within the application by selecting the appropriate flag within the login screen:



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10:53 AM

Enter your 6-digit PIN



Sign in

 [Sign in with QR code](#)

 PIN Info



Note The TimeIntel by TempWorks application will default to the language of the device (English or Spanish). Please follow the instructions outlined within the following articles to update the language settings on the device:

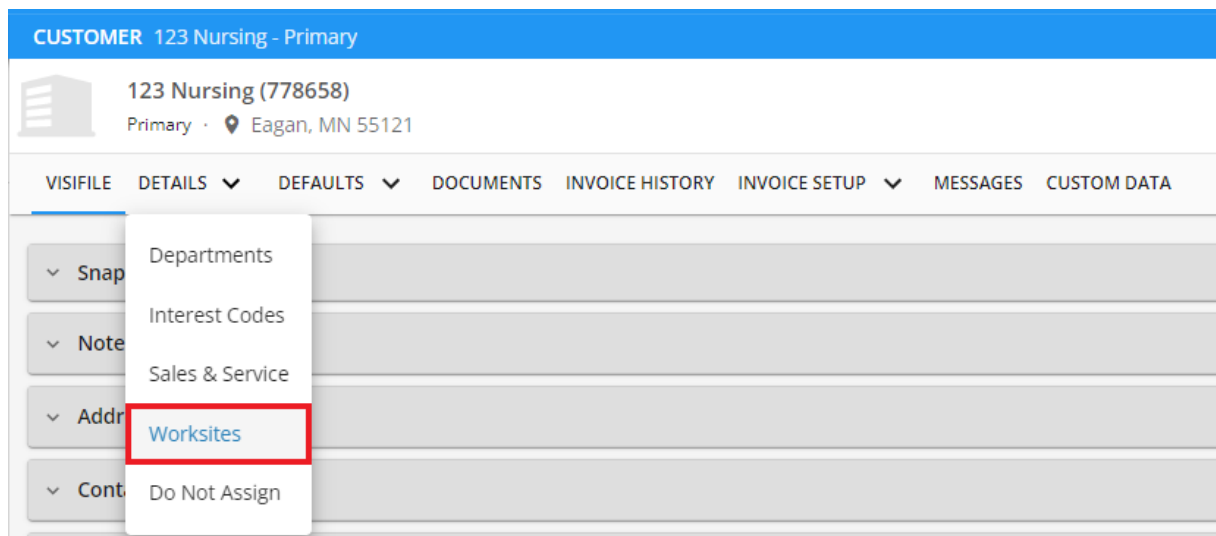
- [Android \(Section labeled "Change the language on your Android device"\)](#)
- [Apple](#)

Setting Up the Worksite & Order

In order for the TimeIntel by TempWorks application to know which assignments can be used, you must configure your worksites and orders.

Worksite

1. In Beyond, navigate to the customer record the on-site punching will be enabled for.
2. Navigate to Details > Worksites and either select an existing worksite or create a new one (for this example, we will be editing an existing worksite):



3. Within the "Worksite Details" card, select the "Edit" option at the right to open the "Worksite Details" window:

Worksite Details - Worksite Details

1 Worksite Details 2 Payroll Taxes 3 Sales Taxes 4 Time Clock Setup

* Worksite Name
Primary ☒ Is Active

Address

* Street 123 Street
* Street 2

* City Alex
* State Oklahoma

* Zip Code 73002
* Country United States of America

* Time Zone
Central Standard Time X

Accrual

Accrual Name
Make a selection to override accrual location

Other Information

Dress Code

☒ Observes Daylight Savings ☐ Accessible to Public Transportation

Directions

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- ***Note*** If this is a new worksite, you will need to add the new worksite to the list. (see the article titled [Beyond - Creating Customer Worksites](#) for more information)

4. Select the correct time zone for the clock under worksite details to ensure the clock displays the correct time:

* Time Zone
Central Standard Time X

Accrual

Accrual Name
Make a selection to override accrual location

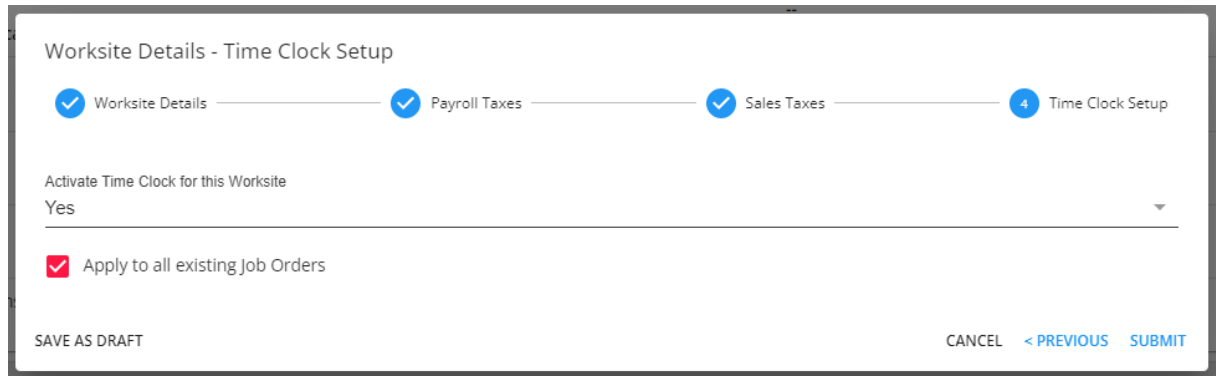
Other Information

Dress Code

☒ Observes Daylight Savings ☐ Accessible to Public Transportation

- ***Note*** The Observes Daylight Savings box is checked by default. If the area that the TimeClock is in does NOT observe DST (i.e. Arizona and Hawaii), uncheck this box.

- ***Note*** Selecting a Zip Code should automatically populate the "Time Zone" field with the time zone related to the zip code entered. Please verify the time zone that is populated before continuing through the setup process.
5. Select "Next" and continue to progress through the steps until reaching the "Time Clock Setup" step.
 6. Once at the "Time Clock Setup" step, choose "Yes" from the "Activate Time Clock for this Worksite" dropdown. Additionally, you can apply this to all existing job orders that are under the worksite being created/edited by selecting the "Apply to all existing job orders" box:



Worksite Details - Time Clock Setup

✓ Worksite Details — ✓ Payroll Taxes — ✓ Sales Taxes — 4 Time Clock Setup

Activate Time Clock for this Worksite
Yes

☒ Apply to all existing Job Orders

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7. Select "Submit" to finish the setup of the worksite.

Order

We recommend reviewing the following information on the order details tab:

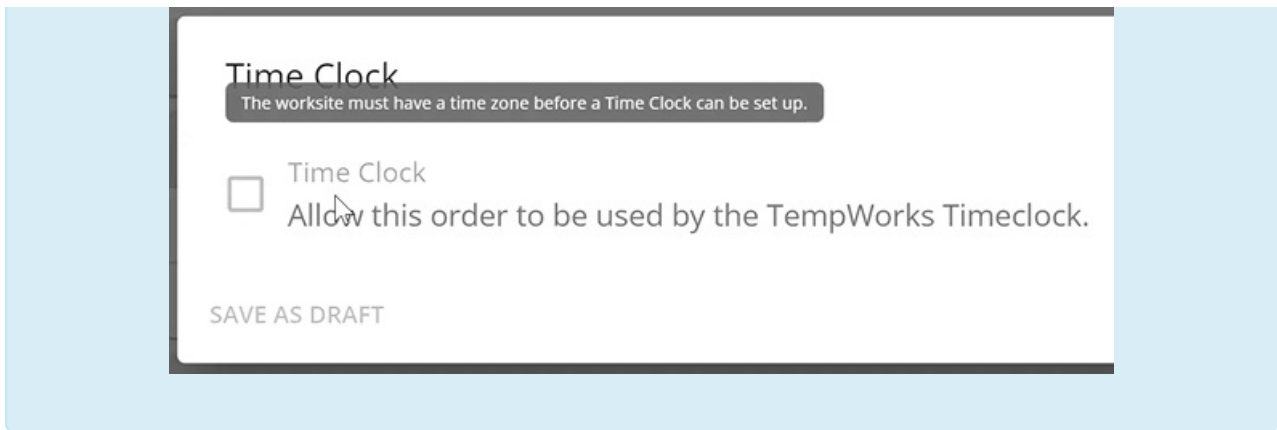
- Worksite
- Shift and/or start and end times (can be used for different configurations that stop or warn early or late punches)
- Days of the week worked
- Check the Time Clock box on the Time Clock card:



^ Time Clock

Time Clock Yes

Note If the worksite does not have a time zone listed and you attempt to update the "Time Clock" field within the "Time Clock" card on the job order record associated with that worksite, you will see that the "Time Clock" checkbox cannot be selected along with the following tooltip:

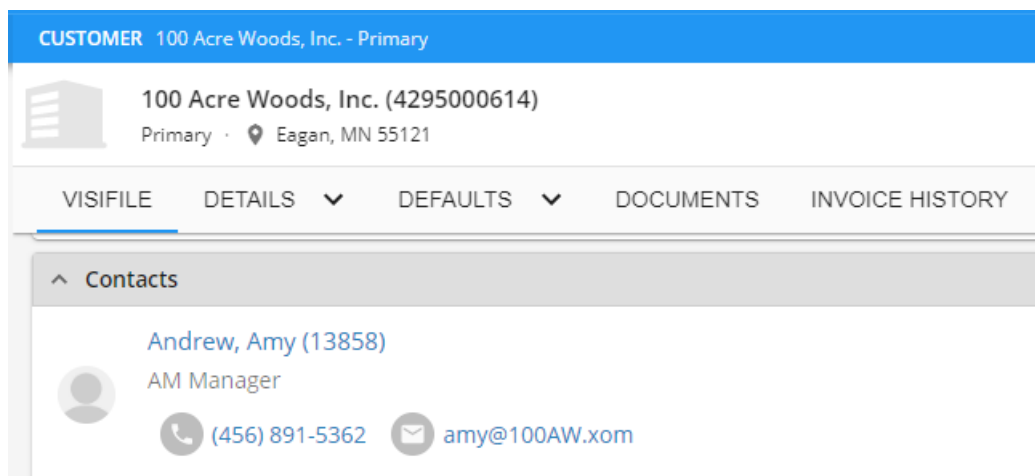


Setting Up the Time Clock Approver

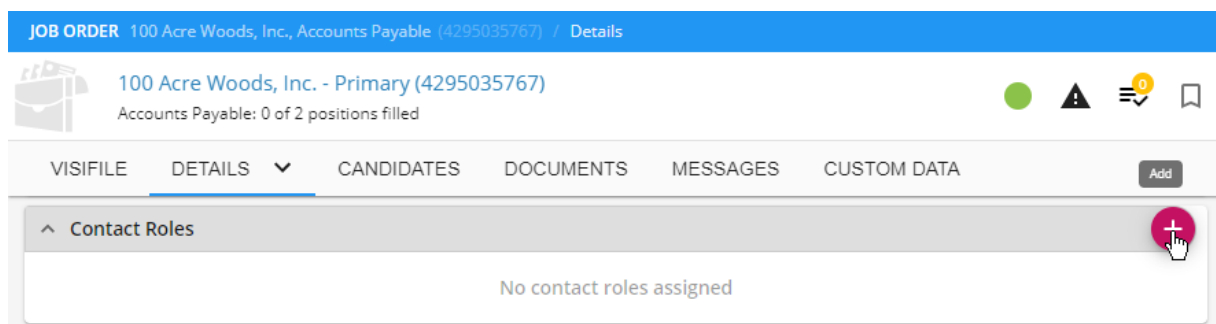
You must have a user that will review, edit and approve the punches made within the TimeIntel by TempWorks application. Typically, this is a supervisor or manager from your customer's site or an on-site representative.

Adding the Supervisor to the Order

1. If you have not already, [create a contact record](#) for the customer that you will have approving time



2. Navigate to the order you want this supervisor to approve time for
3. Under the Contact Roles card, select the "+":



4. Select the "Contact"

5. Select the "Supervisor" Role:

Add Contact Role

Contact

Amy Andrew

▼

Role

Supervisor

▼

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SUBMIT

6. Select "Submit"

Creating a Web User Account

If your contact does not already have a [web user account](#) to log in, they will need one in order to review/edit/approve time clock punches in WebCenter.

The contact will need to have a [WebCenter role](#) that includes Time Clock ex. "Customer Supervisor w/Time Clock." If you are not sure which role to give, talk with your admin.

Setting Up the Employee

In order for an employee to clock in and out on the Time Clock app, they must first be set up in your system.

Assignment Information

The employee must have an active assignment (status = open, start day is today or in the past, & end date is in the future) for an order that is set up for Time Clock.

ASSIGNMENT

Assignment (4302361160) (4302361160) / Details

Christopher Robin (4302361160)

100 Acre Woods, Inc. · Forklift

VISIFILE

DETAILS

MESSAGES

CUSTOM DATA

^ Details

Id

4302361160

Status

Open >

Employee

Christopher Robin (42950976)

Customer

100 Acre Woods, Inc. - Primary

Alternate Assignment

--

Replaces Assignment

--

Customer DNA

No

Employee DNA

No

Job Order

Forklift

^ Job Information

SUN

MON

TUE

WED

THU

FRI

SAT

Job Title

Forklift

Business Code

Industrial NotHighTech

Original Start Date

1/20/2020

Expected End Date

--

Start Date

1/20/2020

End Date

--

Shift

Morning

Start Time

8:00 AM

End Time

4:30 PM

Worksite Address

Excelsior, MN 55331

Shift Notes

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Clock-In Credentials

In addition to having an active assignment, the employee must have generated the necessary credentials to clock in/out

Clock In/Out Credential Options:

- **Pin:** 6 digit code generated when employee logs into the TimeIntel by TempWorks application or manually generated in Beyond
- **QR Code:** QR Codes can be generated via Beyond where they can be printed out and used on ID cards, etc.

Generating a Pin or QR Code

TimeIntel by TempWorks Pins & QR Codes for employees are automatically generated when they are assigned to a customer/order that is set up for the TimeIntel by TempWorks application as long as the employee already has a web user account.

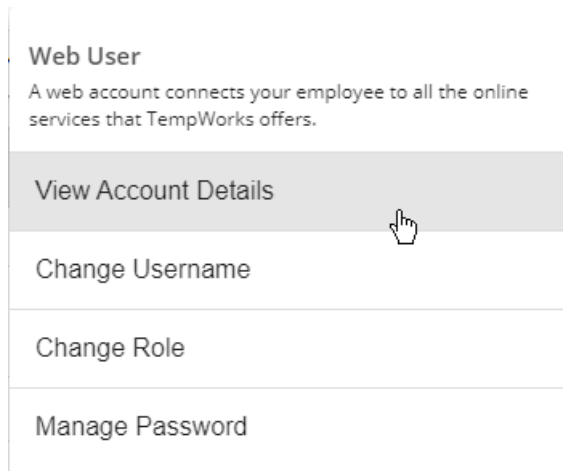
The Pin they have setup here will be used for punching in/out will work for any assignment they have using the TimeIntel by TempWorks application.

You can find the Pin/QR Code by:

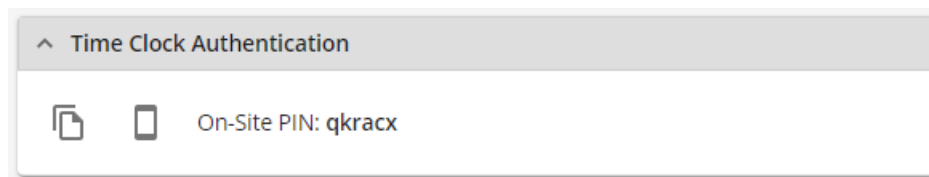
1. Navigate to Employee Record in Beyond
2. Select the Web User Charm in the upper right or beneath the employee's name



3. View Account Details



4. Time Clock Authentication card towards the bottom of the page



- PIN will be listed as a 6 character letter or number combination
- Use the  to copy the code
- Use the  to view/print out a QR code version

Note Consider printing out QR codes to make stickers that can be placed on ID cards or PVC blank cards. Then your employees won't have to remember a code if they have their ID card.

Related Articles