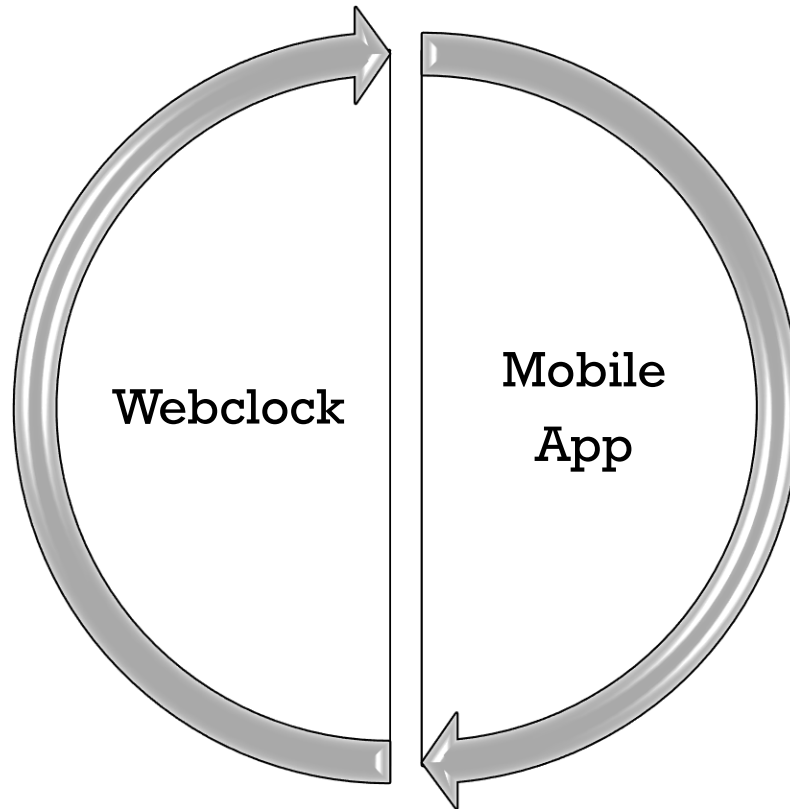




# OUR TIME CLOCK SYSTEM



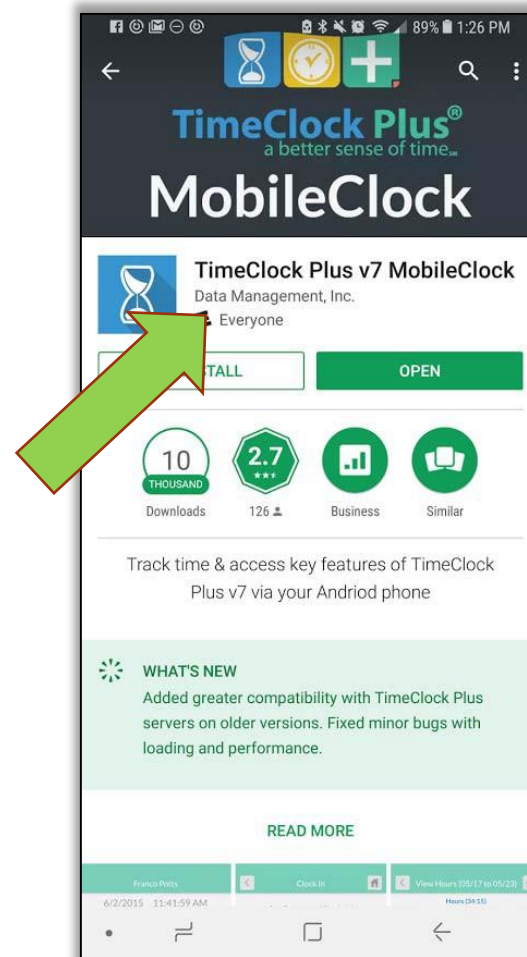
**TimeClock Plus™**





# INSTALLING THE MOBILE APP

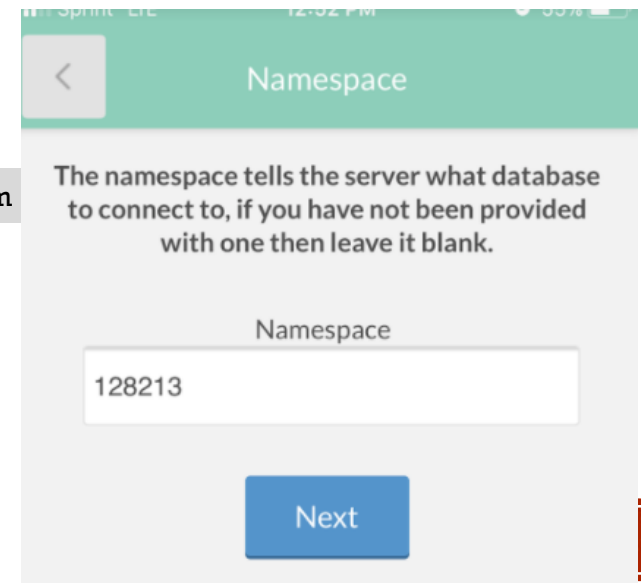
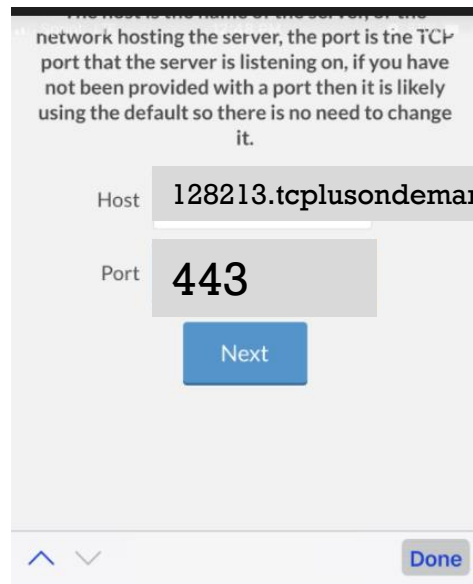
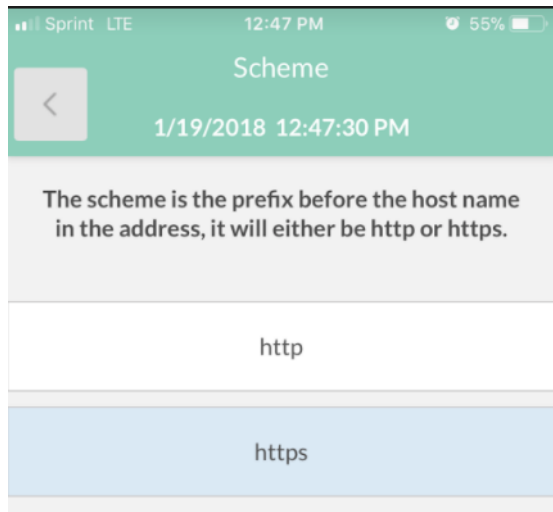
- Install the app called TimeClock Plus V7 MobileClock in the Apple or Google store (Look for Data Management, Inc. )
- Enable GPS
- Enter setup information





# TIME CLOCK PLUS MOBILE APP

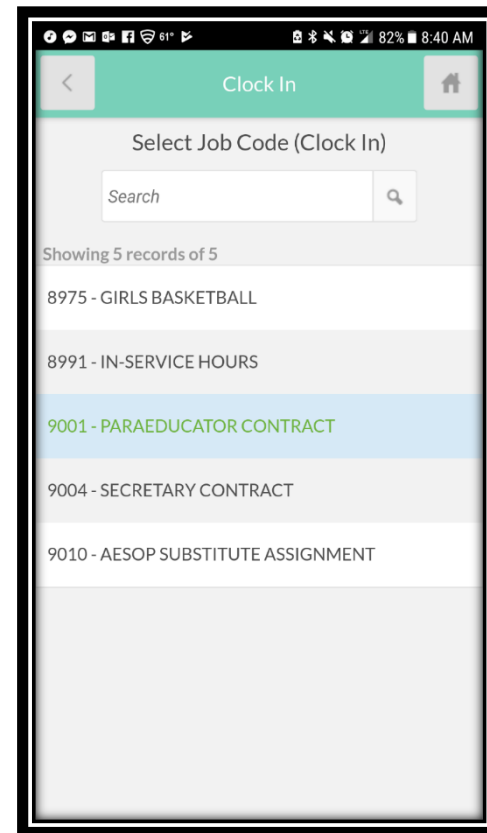
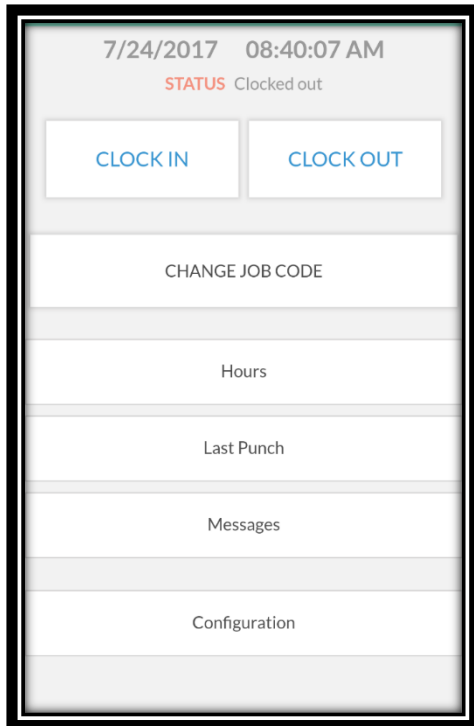
- https
- Host/domain – 128213.tcplusondemand.com
- Port – 443
- It will say – configuration wizard will now restart using compatible package – select ok
- Namespace - 128213





# USING THE APP TO CLOCK IN

- Select clock in or clock out
- Continue to confirm – select job code
- Will get operation successful notification





# USING WEBCLOCK TO CLOCK IN

- Link is on District Home Page
- [www.iowacityschools.org](http://www.iowacityschools.org)
  - Staff Links
    - TimeClock Plus

Home | Our District | Parents | Stu

- Online Payments
- PowerSchool
- School Snapshots
- Strategic Plan
- × Staff Links
  - AESOP (Absence Management)
  - SchoolDude
  - TimeClock Plus
  - Webmail



1/19/2018  
**02:47:57 PM**

Select Company: Iowa City Community School District 1

ID/Badge Number:

**CLOCK IN**      **CLOCK OUT**

LOG ON TO DASHBOARD





# USING WEBCLOCK TO CLOCK IN

- Enter your id/badge #
- Select Clock In
- Select Job Code
- Clock Operation successful



1/19/2018  
**02:47:57 PM**

Select Company: Iowa City Community School District 1

ID/Badge Number:

**CLOCK IN** **CLOCK OUT**

LOG ON TO DASHBOARD

Select Job Code (Clock In)

Search

Showing 5 records of 5

ID↑	Description	Group
8975	GIRLS BASKETBALL	
8991	IN-SERVICE HOURS	
9001	PARAEDUCATOR CONTRACT	
9004	SECRETARY CONTRACT	
9010	AESOP SUBSTITUTE ASSIGNMENT	

Back Cancel **Continue**



Clock operation successful

**Ok**

