



# Mobile App Configuration + User Guide

## TCP MOBILECLOCK APP SETUP GUIDE

---

1. Search TCP MobileClock in your app store. Download TCP MobileClock App to your smart phone device.



Google Play Store:

[https://play.google.com/store/apps/details?id=com.timeclockplus.MobileClock&hl=en\\_US&gl=US](https://play.google.com/store/apps/details?id=com.timeclockplus.MobileClock&hl=en_US&gl=US)

App Store:

<https://apps.apple.com/us/app/tcp-mobileclock/id1485910210>

2. Once Downloaded, the App will prompt for a "Customer ID". Enter 270007 and then hit "Next".
3. Hit "Next" to enable push notifications. Your phone may also require you to click "Allow".
4. Enter your A-State ID to complete mobile app setup and log in.

Timothy Timeclock

Clocked out

11/6/2020 12:46:51 pm

## Main Screen:

**Status:** This will display your current status in the system. Listed below will be the features you have access to.

## Look below for available features:

**Dashboard:** Will give you an updated page filled with your own information.

**Hours:** This will display the employees worked hours

**Last Punch:** This will display the last clock operation performed

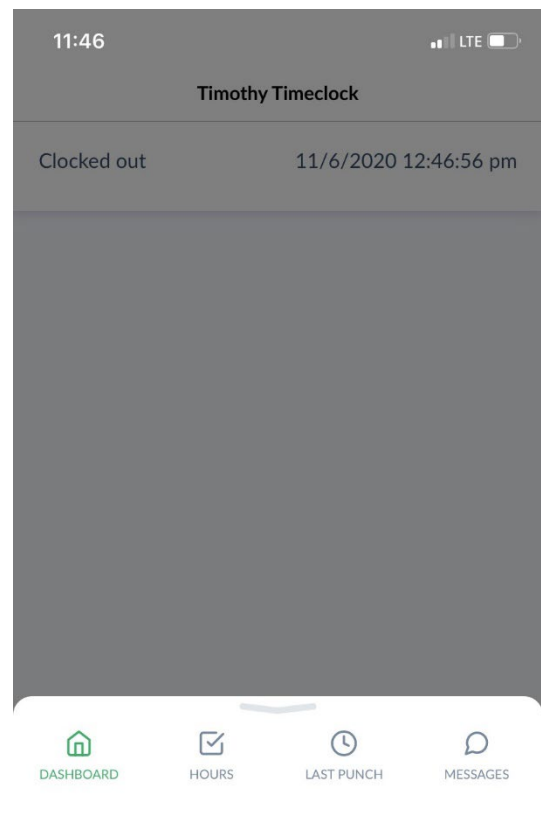
**Messages:** You can view messages sent from management here

**Schedules:** You will be able to see your assigned schedule here

**Requests:** You will be able to see your leave request and view their status from here.

**Notification:** This will display any push notifications sent to the employee.

**Configuration:** If you need to reset your configurations for the app you can adjust the settings from here.



**Viewing Hours:**

—————→  
An employee can view all hours submitted  
by selecting hours





**View Hours**

---

< 11/02 - 11/08 >

Regular	OT1	OT2	Leave	Total
8:00	3:30	0:00	0:00	11:30

 11/2/2020 08:00 AM	 11:30
 11/2/2020 08:00 PM	
<b>Job Code</b> 1 - Regular Time <span style="float: right;">&gt;</span>	
 Notes	

**Shift total** 11:30