Setting Up the TimeHub Personal App



Add to Wis

11:19 AM

Companies Timehub

timehub

Tue. May 16, 2017

10:14 AM

Hello Steve,

Your last clock was on:

16/05/2017 at 08:49

unes Preview			
TimeHub Person By PayrollHQ Group Li This app is only available	al mited In the App Store for IOS devices.		TimeHub Personal PayrollHQ Group Limited Business
	Description		 This appracompatible with your device
	TimeHub – Who Worked When		
	TimeHub is an elegantly designed personal Timeclock , which has been (
	Раутонте, стопр стинев web site + стинений Регьоваг зиррогт +	Timehub	
	Screenshots	timehub	📵 limehub

Step One: Download the TimeHub Personal App from the Appstore (iPhone or iPad) or the Android App from the Google Play Store (Simply search – TimeHub Personal)

Step Two: Add your company

A. Once you have installed the app you will have the TimeHub Personal app.



icon on your phone. Select the

Companies		4
Wed. November 08, 2017 11:19 AM Code	B. Then select Companies (iOS) or If you are using an Android device tap the back sign twice which will allow you to add your Company.	Back
Sign in		Timehub
		Wed. November 09, 2017 11:19 AM Please select your company Just Payslips
C. Then s	elect the + sign (Top right on iOS and Bottom right on Android)	Click the + sign to add your company which will appear below once added
		ad Nagana 10. 1119 Aur. ≪ A unue r C Companies
D. Once y (as pro	ou have selected the + sign you will be able to enter your unique employee code vided by your TimeHub administrator) and click Sign-in	Wed. November 08, 2017

Clocking with your TimeHub Personal App.

When the sign-in process is compete you, will be taken to back to the Company screen where you will now see and can select your company. Once you have selected your company you will see the TimeHub "Clock" screen which is where you clock. This screen displays:

- Date and Time
- Your Name
- The Last Time you clocked
- And the CLOCK button

To clock simply click the Clock button and once your clock is registered you will receive a message - "Success Clock Sent"

If you are not sure that your clock worked you can check the last time you clocked on this screen. If you try to clock again with 3 minutes the app will alert you.