Welcome to TimeCamp Help!

Search for articles...

Timesheet

Day timesheet

Day timesheet is a textual version where you can find detailed information about time entries.

Calendar timesheet

Calendar timesheet is a graphical view that remains a calendar board. It allows you to quickly and easily add time for a specific timeframe during the desired day.

Week timesheet

Week timesheet is a textual version where you can quickly fill in Timesheet with tasks and their duration time within the week.

Editing, copying, and moving time entries

We prepared a few options which will help you to edit and make some changes to tracked time. Here you'll find information about editing the timeframes of your entries, moving, merging, and copying them to other days.

Favorites

Marking tasks as favorites will make it easier and faster to start tracking time. Just open a task picker and choose a task at the top of your list.

"Synchronise timeframe with duration"

By default "Synchronise timeframe with duration when editing time entry" is turned on. It means that the duration time will be automatically adjusted while editing the timeframes of entry.

Unassigned computer activities

Unassigned computer time appears on your timesheet automatically if you didn't track time on a task but the desktop application was still running. The time of this entry doesn't count into the sum of time collected for a specific day.

Time tracking settings

To properly set the rules of tracking time in your organization and define tracking permissions for users we've prepared a bunch of settings for that purpose.

Timesheet history

Each day on your Timesheet allows viewing the history of adding and editing time entries. This history report may be helpful in case you deleted some entry by mistake and wish to restore it.

Time tracking reminders

There are 2 types of time tracking reminders available for each user in their profile settings. A notification will inform users when they forget to start a timer or when it’s running for too long.