Welcome to TimeCamp Help!

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Insightly

In this article:

Insightly is one of the most popular CRMs available. Thanks to our integration you can track time spent on Opportunities, Projects, Tasks, Contacts, Organizations, and Leads. You can also import Contacts and Organizations as Clients into TimeCamp – if you wish to use our invoicing module.

Overview

The integration will be enabled for the entire account, so **all users will be able to track time on imported tasks**. The integration will be connected to the Insightly account of the person who enabled the integration.

Projects, tasks, contact, organizations, leads, and other items will be imported as tasks under the Insightly project. Lists with their tasks will be imported as subtasks under the tasks they belong to in TimeCamp.

> Only items the owner of integration has access to could be imported.

We provide an option to **select the data that should or should not be imported from Insightly to TimeCamp**. After the integration is enabled and you selected the desired data, all items the owner of integration has access to will be imported to the Projects module in TimeCamp.

> It is not possible to edit the structure of imported items in TimeCamp.

As an integration creator, you automatically gain access to all imported items. Other **users are assigned automatically to tasks based on their email addresses, which need to match in both TimeCamp and Insightly**. You can always assign tasks manually as well. If users are assigned to the main project Insightly they will be able to track time to all tasks under the Insightly project structure. If users are assigned only to certain tasks, they will be able to track time only to these tasks and subtasks under the tasks' structure.

We don't provide an option to export tracked time from TimeCamp to the Insightly account.

Projects, tasks, contacts, and other items marked as completed or deleted in Insightly will be automatically removed from the list of Active tasks in TimeCamp. **If you create a new item in Insightly it will be automatically imported to TimeCamp within 1 hour**. To immediately synchronize the integration and update newly added items use the "Force synchronization" option on TimeCamp web Timesheet. Synch will be executed within a few seconds.

The additional functionality we provide for Insightly integration is a browser plugin that allows tracking time within the Insightly website.

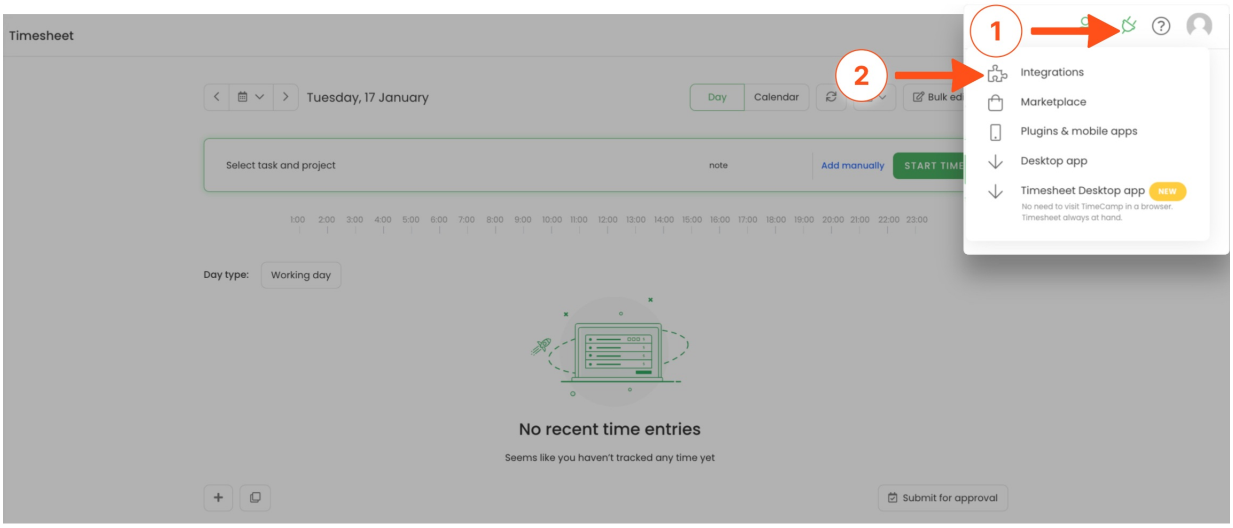
If the user who enabled the integration is not a part of your account anymore, we recommend reenabling the integration.

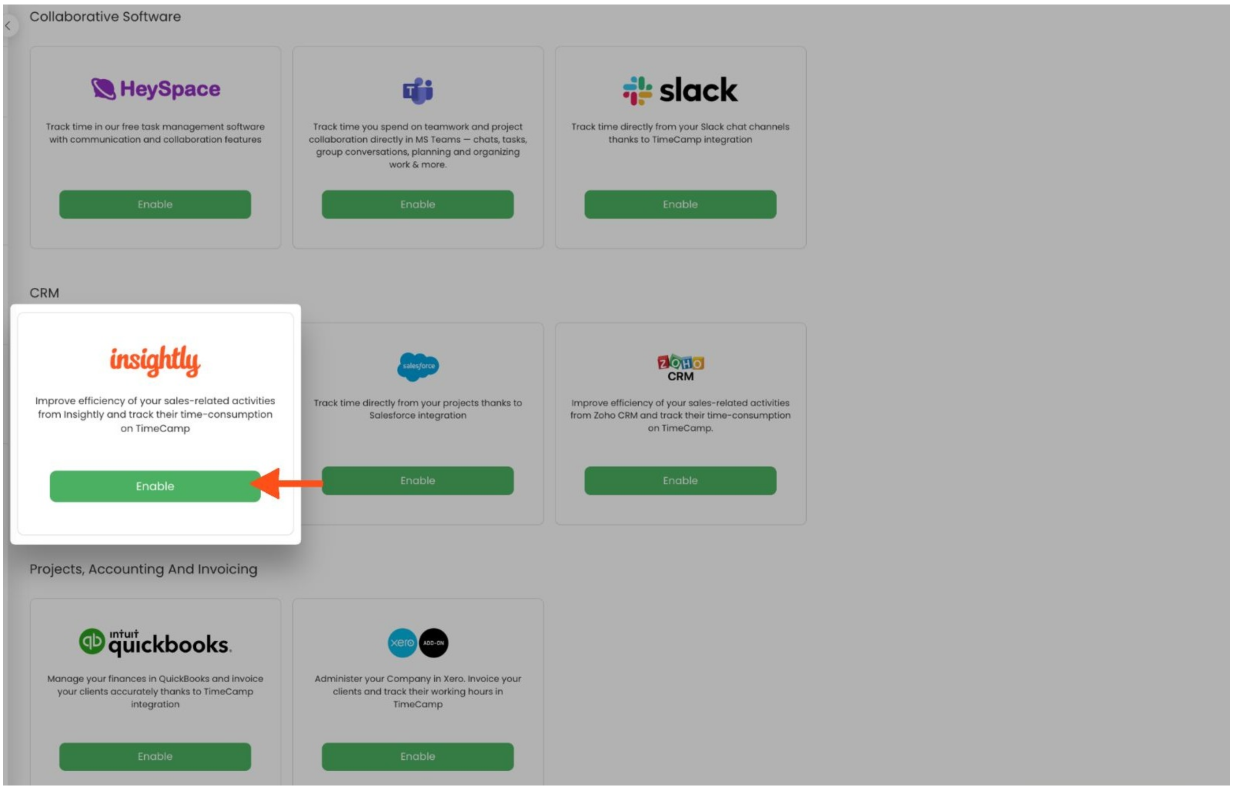
Enable integration

Only the Administrator of the account can enable the integration.

Step 1

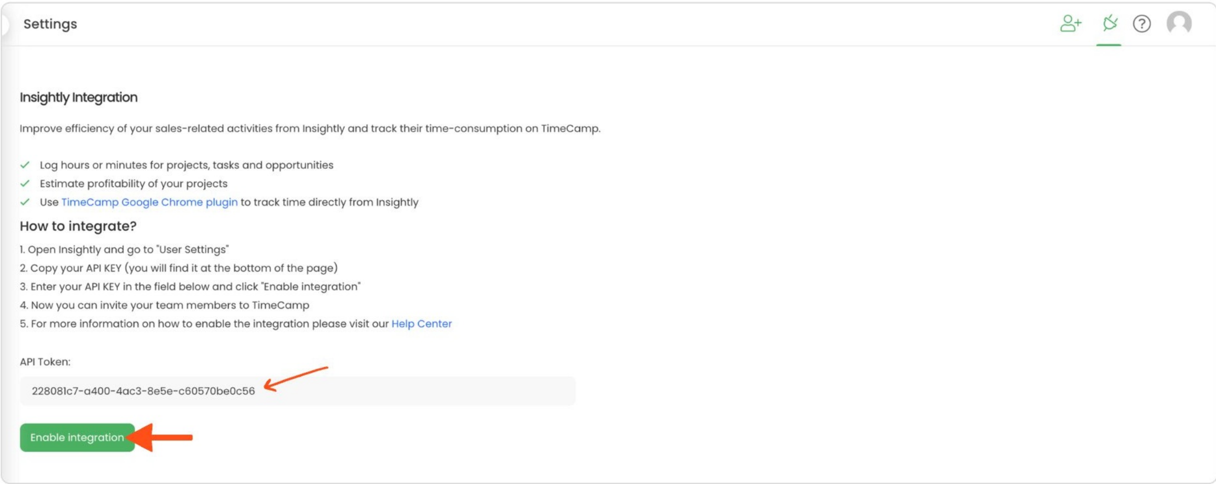
To enable the Insightly integration, please navigate to the plugin icon and select the **Integrations** option. Next, find the **Insightly** integration on the list and click the **Enable** button.



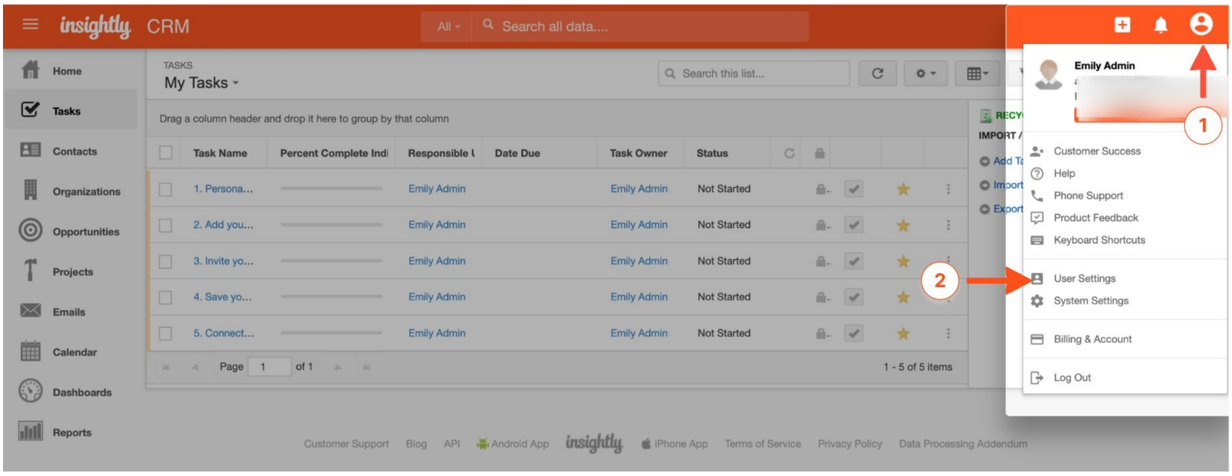


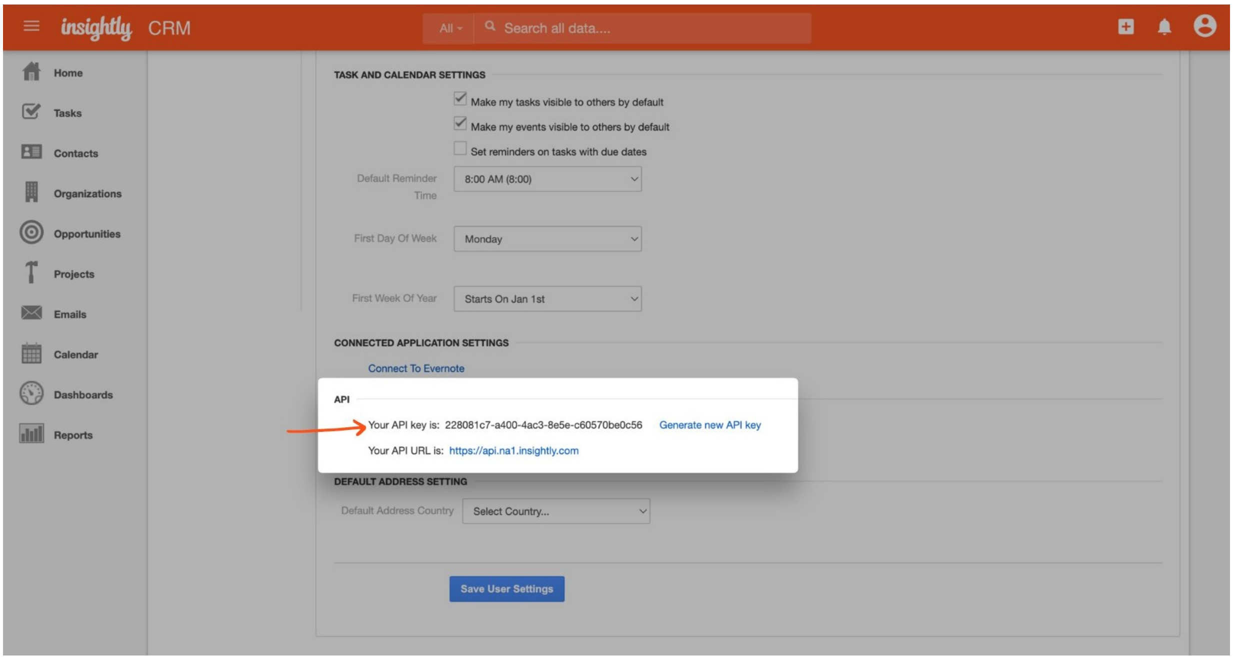
Step 2

Next, paste your **API token** from the Insightly account and click on the **Enable integration** button.



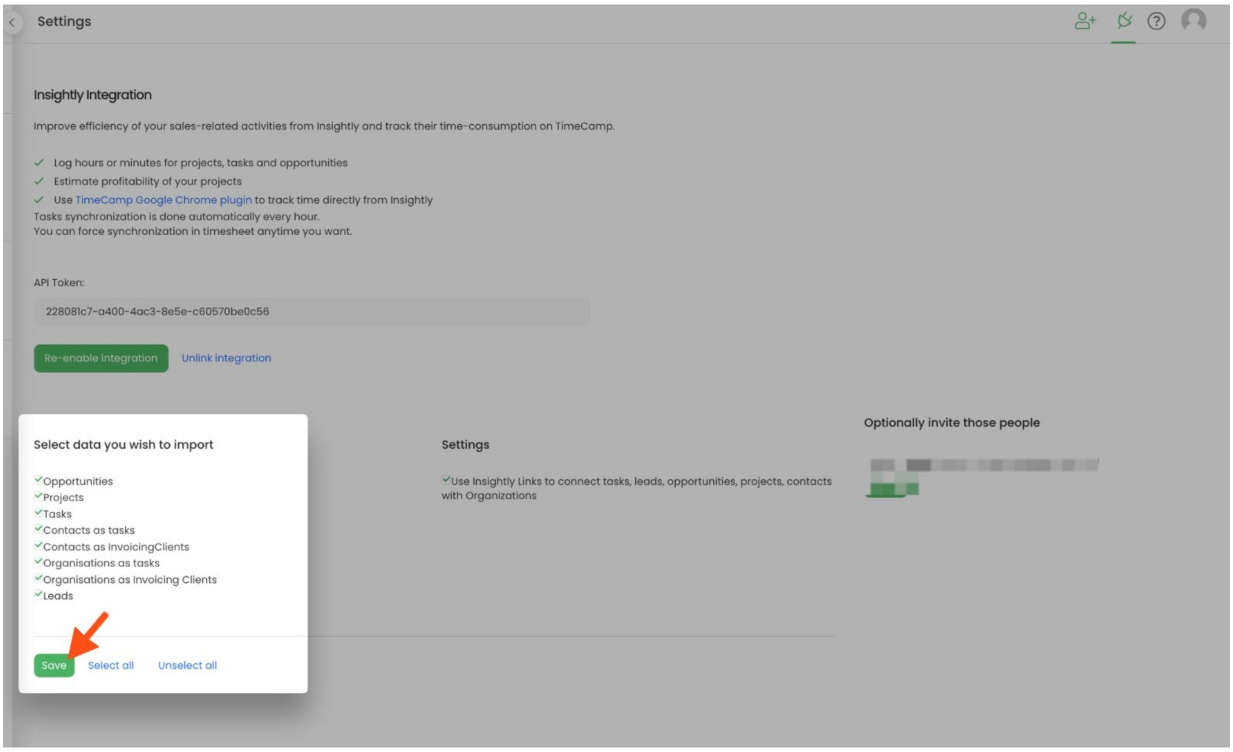
To find the API token click on your avatar in the right-upper corner to expand the drop-down menu and go to the **User Settings** panel. Scroll down through the User Settings page and **copy your API key**.





Step 3

Now you can **select the data** you wish to synchronize. Import them all or mark specific ones with checkboxes and save your changes.



Your Opportunities, Projects, Tasks, Contacts, etc. will be imported to the Projects module in TimeCamp. All imported items will be accessible for you to track time using TimeCamp's timesheets, mobile, desktop application, or browser plugin.

Track time on imported items

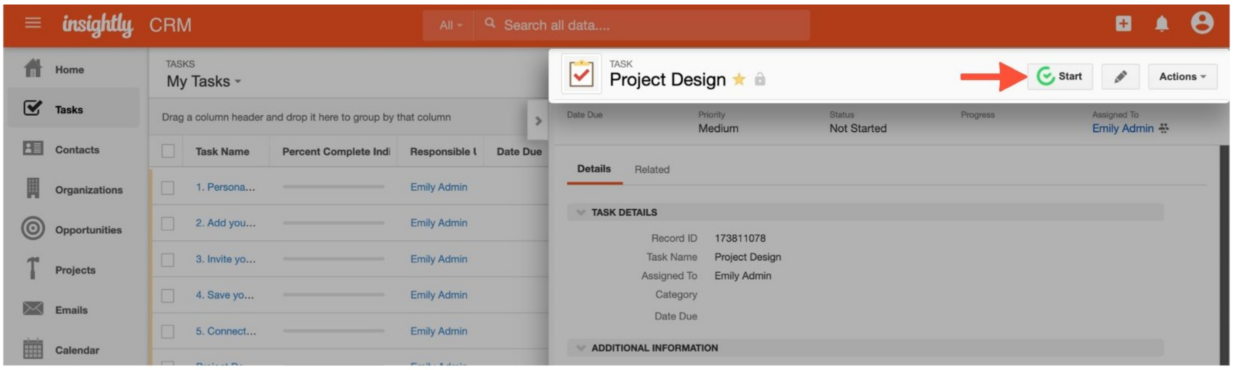
There are a few ways of tracking time in TimeCamp. After the integration is created and all your tasks are imported, you can simply select the desired task from the list and start your timer. Below you can find examples of all available ways of tracking time.

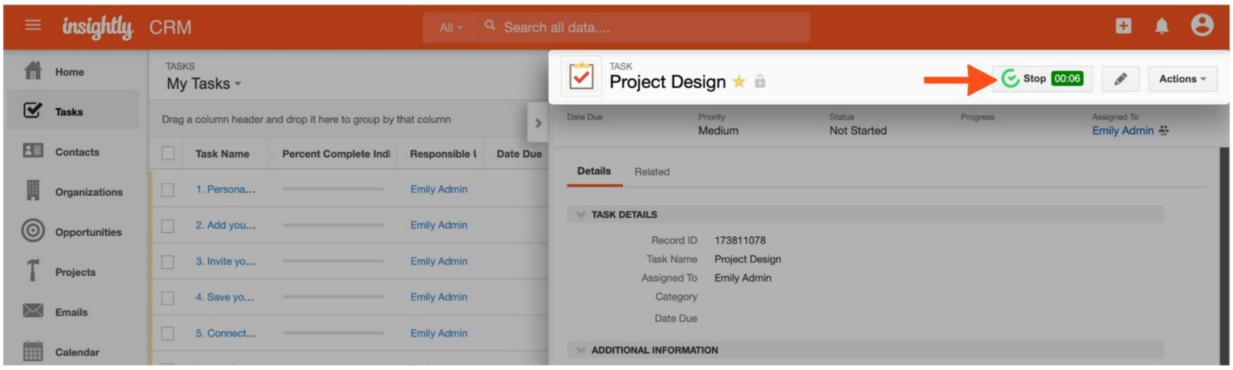
Web Timesheet. Simply select a task using a search box or the drop-down list and run the timer.Learn more

Desktop app. Click on the "No task" option in a task widget or use the option "Start a task" from the desktop app menu and use a search box or the drop-down list to find the target task. The task widget will be automatically synchronized with your web Timesheet. Learn more

Mobile app. Go to your Timesheet in the mobile app and click on the "Add" button if you want to create an entry manually or on the "Start" button if you prefer to track time in real time. Next use a search box or the drop-down list to find the target task and start tracking. Learn more

Browser plugin. If you installed browser plugin and logged in to your TimeCamp account, a start timer button will appear next to all your items in Insightly. Just open the task, contact, or any other item and click on the green “Start” button to start tracking. When you finish tracking just click on the “Stop” button. The browser plugin will be automatically synchronized with your web Timesheet. Learn more



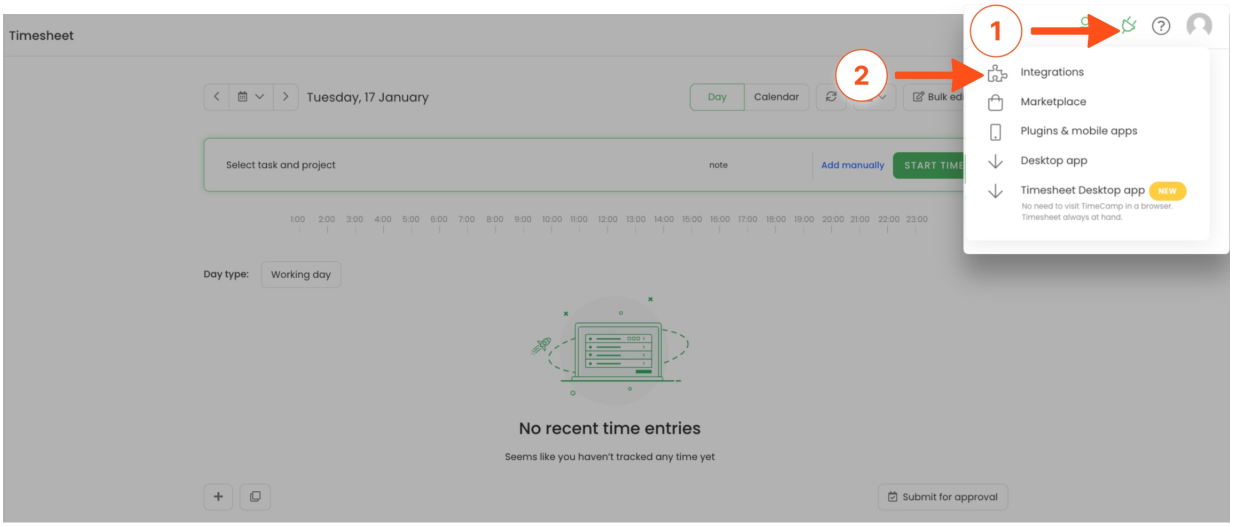


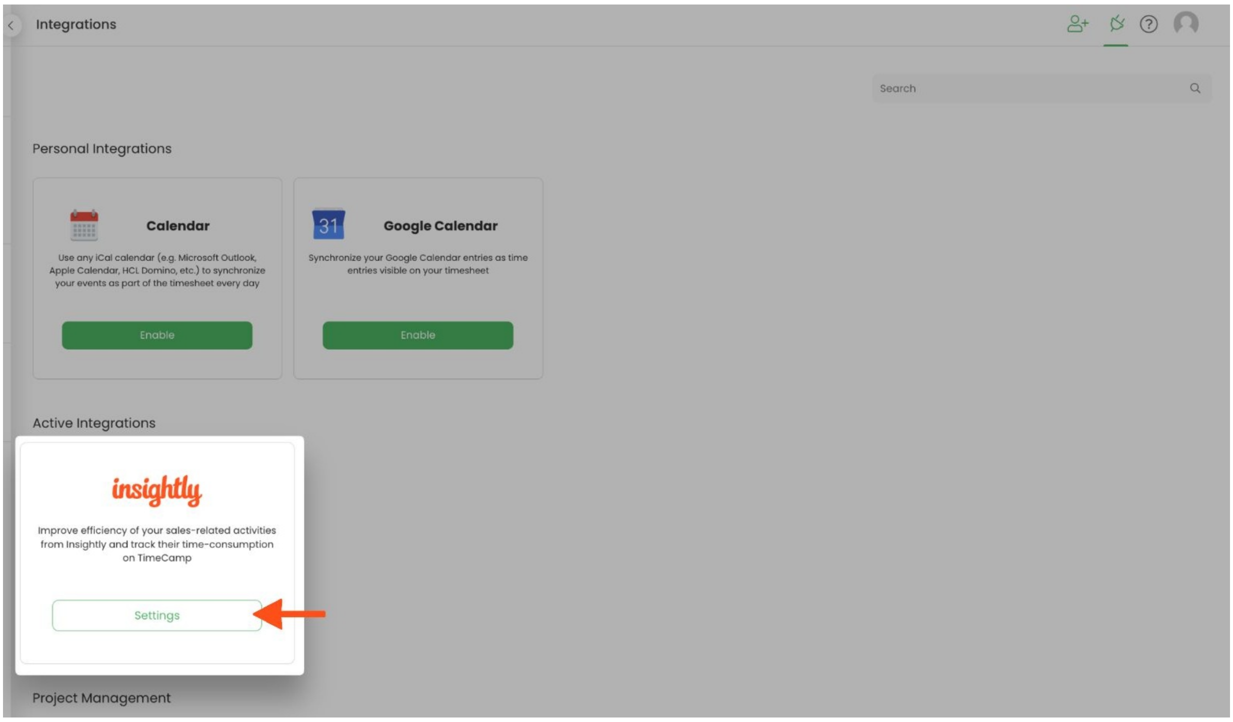
Disable integration

> Only the Administrator of the account can unlink or re-enable the integration.

Step 1

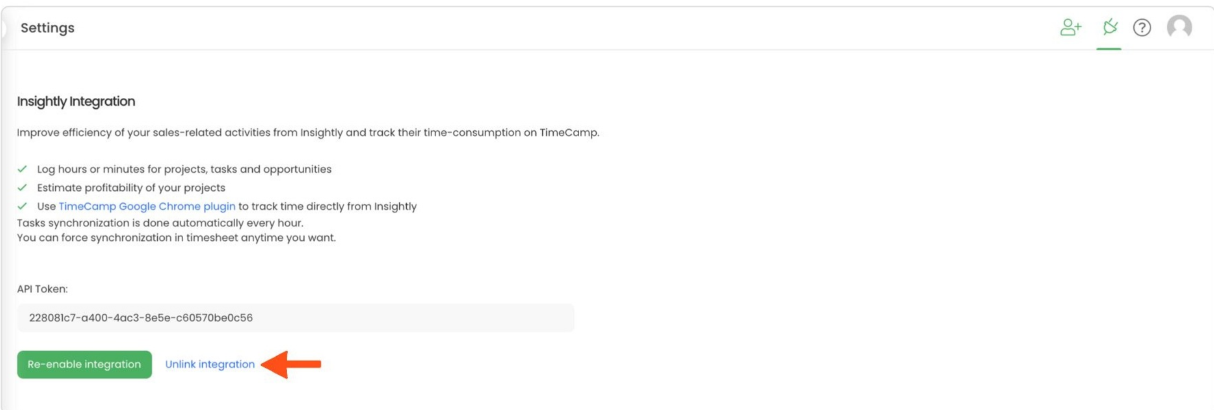
If for some reason you would like to reenable or unlink the integration please navigate to the plugin icon and select the **Integrations** option. Next, find the **Insightly** integration on the list of active integrations and click on its **Settings**.





Step 2

Next, to unlink the integration simply click on the **Unlink integration** button.



To re-enable the integration input the updated API token from your Insightly account and click on the **Re-enable integration** button. Next select boards and subitems you would like to synchronize and the list of active items imported to TimeCamp will be updated immediately.