

# Welcome to TimeCamp Help!

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## Zapier

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**Zapier** is an automation platform that allows to connect two running software. You can select from many available applications and integrate them with each other – triggering specific actions to occur. Those types of connections are called “Zaps”.

## Overview

While there are many dedicated integrations created by our development team, we do understand that our users often operate on many different types of software and wish to track time on their everyday actions.

For this type of users, we’ve developed **Zapier** integration. You can connect TimeCamp to any software you use (which is available on Zapier) and create automated tasks.

“Zaps” available to be created using TimeCamp as one part are **time tracking** oriented. Our team has prepared three actions available to setup:

- **create time entry**
- **add new project**
- **add a new task** (sub-part to an existing project)

Here are some **examples of what you can accomplish**:

- automatically create TimeCamp projects when creating a new project in your project management software;
- automatically create TimeCamp projects when creating a new lead or new organization in your CRM;
- automatically create TimeCamp tasks when creating a new support ticket in your helpdesk center;
- automatically create time entries on your TimeCamp **timesheets** when adding a new event to your calendar;

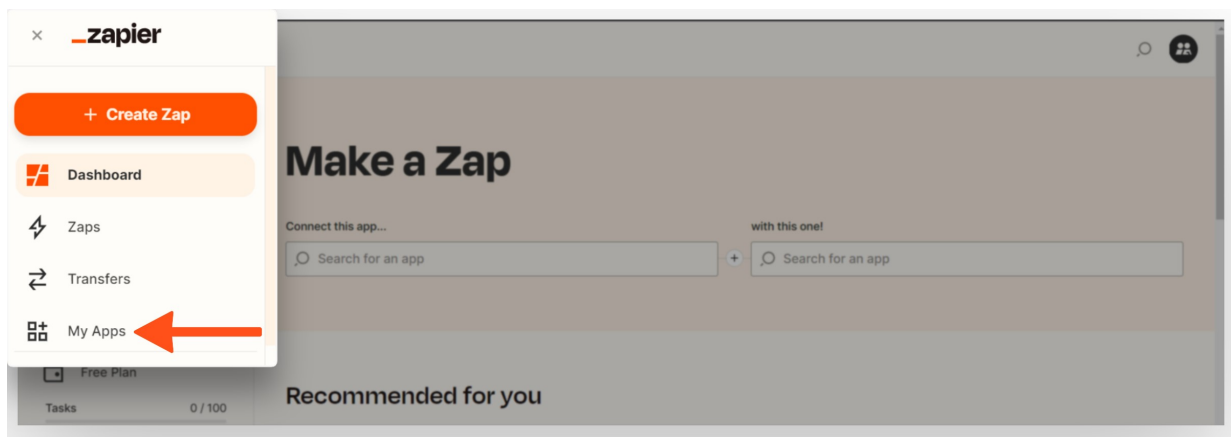
- automatically send a message on your group chat when a new time entry is added to your TimeCamp timesheet;
- automatically send an email when a new time entry is added to your TimeCamp timesheets;

## Enable integration

Only the Administrator of the account can enable the integration.

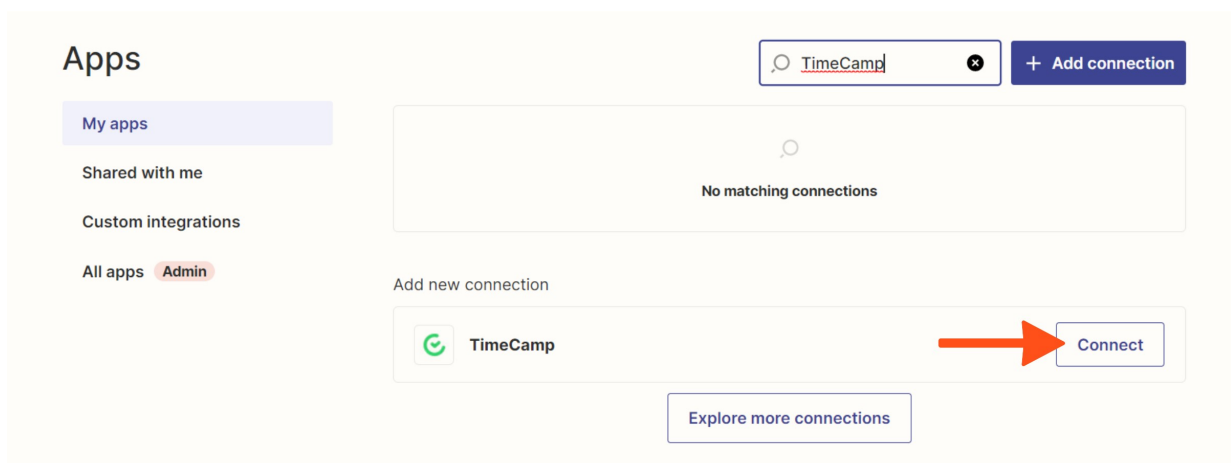
### Step 1

To create Zaps go to your Zapier account and click on **My Apps**.



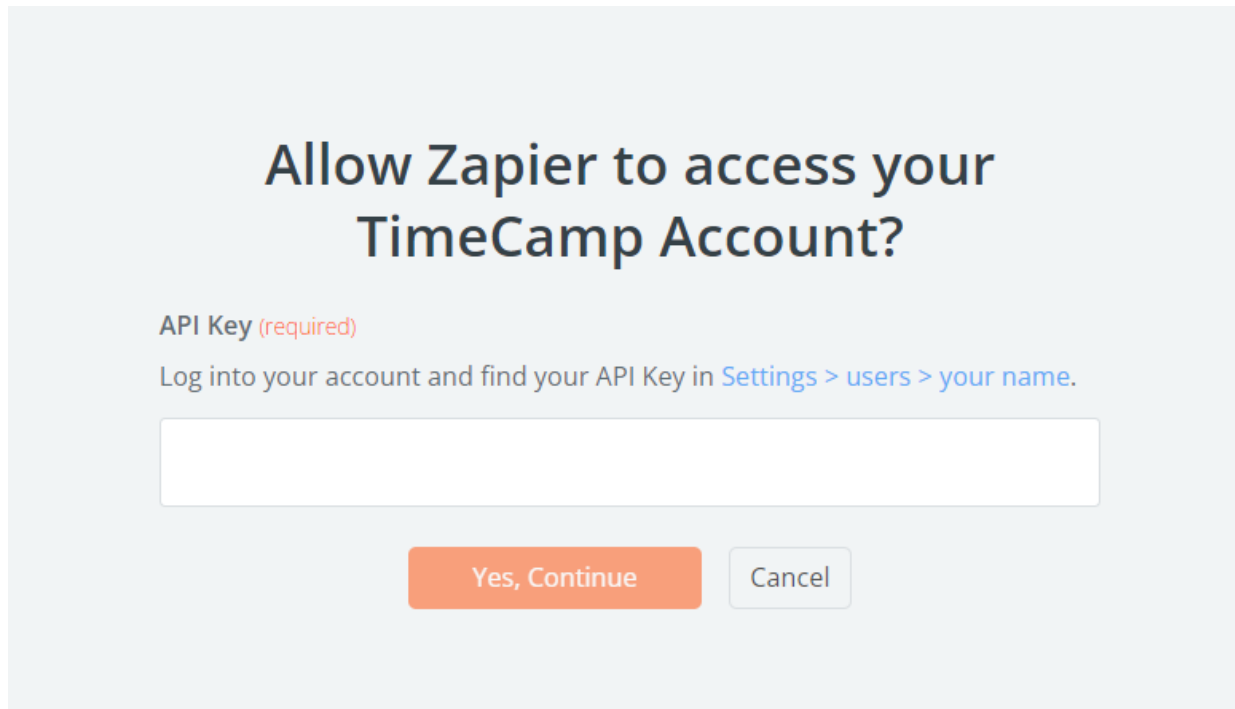
### Step 2

Select the software you wish to authorize to connect to your Zapier account and click on the **Connect** button next to it.



After selecting TimeCamp on the list, a pop-up window will appear asking you to enter your **TimeCamp API Key**. To copy your API key navigate to your [TimeCamp profile](#). For detailed instructions, take a look at this [article](#).

After entering the API Key simply click on the **Yes, Continue** button.



**Allow Zapier to access your TimeCamp Account?**

API Key *(required)*

Log into your account and find your API Key in [Settings > users > your name](#).

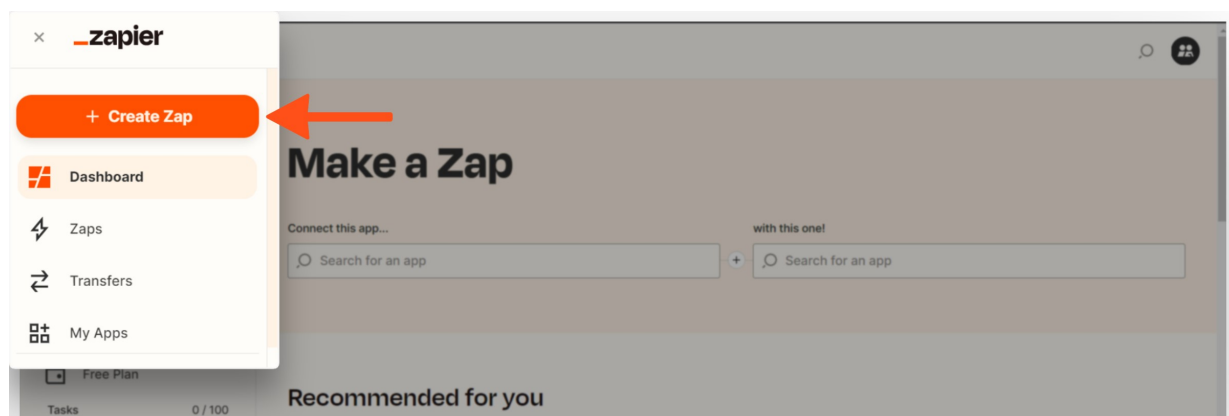
**Yes, Continue** Cancel

Your TimeCamp account will now appear on the list of connected accounts. From now on you will be able to create Zaps and join your accounts from TimeCamp and other software you use.

## Create Zaps

### Step 1

To create Zaps, simply click on the orange **CREATE ZAP!** button in your top menu of Zapier.



To make the process easier, you can use this [page](#) to save some time and create Zaps with TimeCamp only.

Zaps divide into **Triggers** and **Actions**.

Basically here you can determine if something is supposed to happen in different software (*action*) based on what you do in TimeCamp (*trigger*) – or vice versa if something that you do in different software (*trigger*) will make changes to your TimeCamp account (*action*).

## Step 2

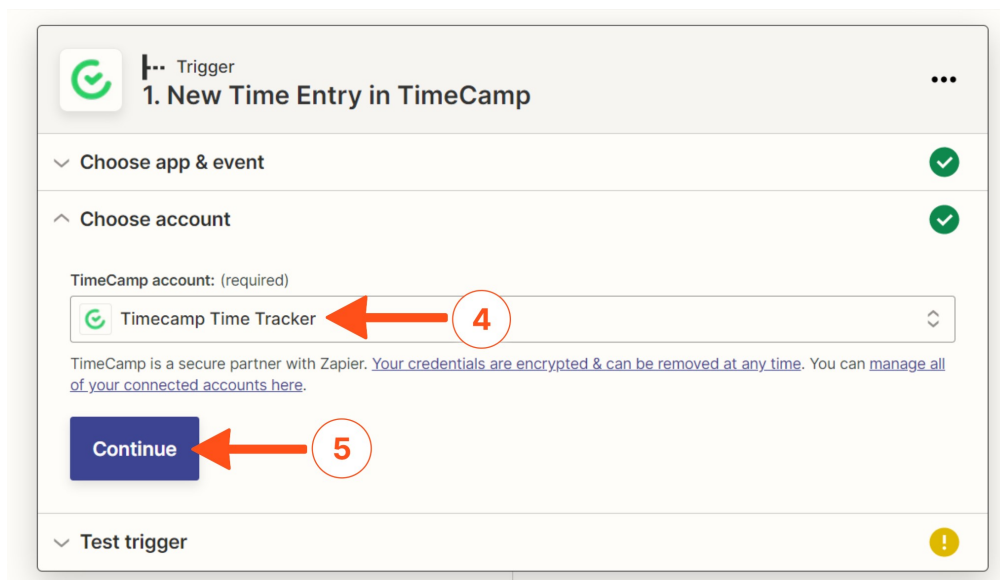
First, you need to **set the Trigger**.

When setting up a Zap with **TimeCamp as a trigger**, you can choose from two options:

- something should happen when you add a new project/task to your account;
- something should happen when you add a new entry to your timesheets;

The screenshot shows the Zapier 'Trigger' configuration interface. At the top, it says 'Trigger' and '1. New Time Entry in TimeCamp'. Below this is a section 'Choose app & event' with a green checkmark. Under this section, 'TimeCamp' is selected, with a red arrow and the number '1' pointing to it. Below 'TimeCamp' is a dropdown menu for 'Event (required)' with 'New Time Entry' selected, with a red arrow and the number '2' pointing to it. To the right of the dropdown is a 'Change' button. Below the dropdown is a blue button labeled 'Continue', with a red arrow and the number '3' pointing to it. At the bottom, there is a section 'Choose account' with a yellow warning icon.

After choosing a trigger **select the account** you wish to use for your Zapier.



The image shows the Zapier interface for setting up a trigger. At the top, it says "Trigger" and "1. New Time Entry in TimeCamp". Below this, there are two sections: "Choose app & event" and "Choose account", both marked with green checkmarks. Under "Choose account", there is a dropdown menu showing "Timecamp Time Tracker" with a red arrow pointing to it and a circled "4". Below the dropdown, there is a "Continue" button with a red arrow pointing to it and a circled "5". At the bottom, there is a "Test trigger" section with a yellow warning icon.

Trigger  
1. New Time Entry in TimeCamp

✓ Choose app & event

^ Choose account

TimeCamp account: (required)

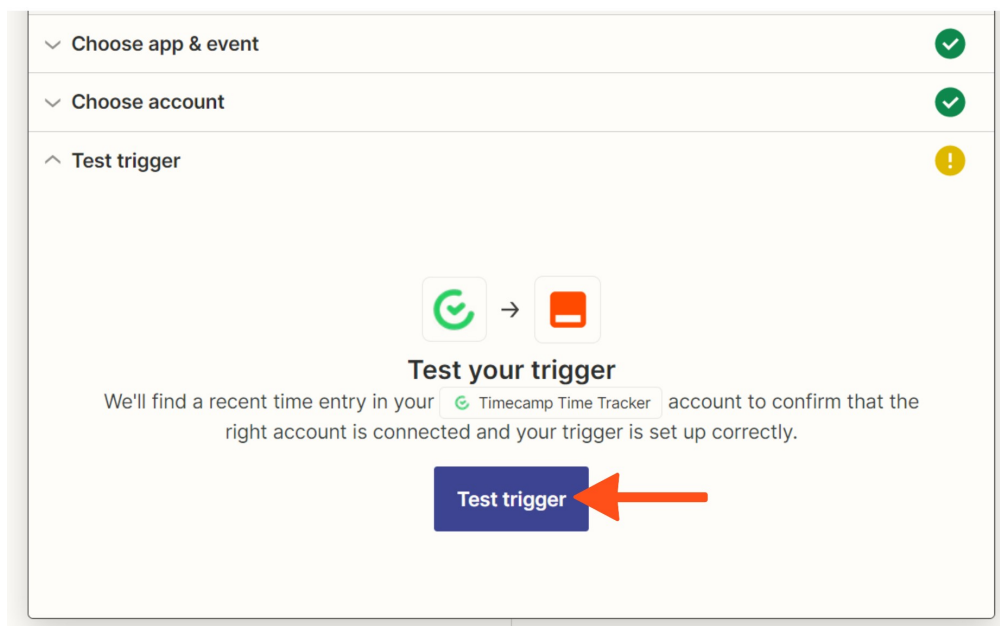
Timecamp Time Tracker

TimeCamp is a secure partner with Zapier. [Your credentials are encrypted & can be removed at any time.](#) You can [manage all of your connected accounts here.](#)

Continue

✓ Test trigger

Zapier will ask you to **test the trigger on the connected account** before proceeding with Zap creation. Depending on the type of trigger you use, add a new project to your TimeCamp account or update your timesheet with a new time entry for test purposes.



The image shows the "Test trigger" step in the Zapier interface. It features a visual representation of the trigger: a green checkmark icon followed by an arrow pointing to a red square icon. Below this, the text "Test your trigger" is displayed. Underneath, it says "We'll find a recent time entry in your Timecamp Time Tracker account to confirm that the right account is connected and your trigger is set up correctly." At the bottom, there is a "Test trigger" button with a red arrow pointing to it.

✓ Choose app & event

✓ Choose account

^ Test trigger

Test your trigger

We'll find a recent time entry in your Timecamp Time Tracker account to confirm that the right account is connected and your trigger is set up correctly.

Test trigger

### Step 3

The next step is setting the **Action**.

You need to tell Zapier what to do in another software you trying to integrate.

2. Send Channel Message in Slack

Choose app & event

Slack

Event (required)

Send Channel Message

This is performed when the Zap runs.

Continue

Choose account

After choosing the action **select the account** you wish to use for your Zapier.

2. Send Channel Message in Slack

Choose app & event

Choose account

Slack account: (required)

Slack

Slack is a secure partner with Zapier. [Your credentials are encrypted & can be removed at any time.](#) You can [manage all of your connected accounts here.](#)

Continue

Set up action

Zapier will ask you to set up the details of action before proceeding with Zap creation. Fill in all the required fields and click on the **Continue** button.

#### Step 4

Optionally you can test the action and when finished simply click on the **Publish Zap** button. Your Zap is ready!



### You skipped the action test

If you change your mind, you may test your action again later.

Test action

Publish Zap