Welcome to TimeCamp Help!

Search for articles...

Kiosk

In this article:

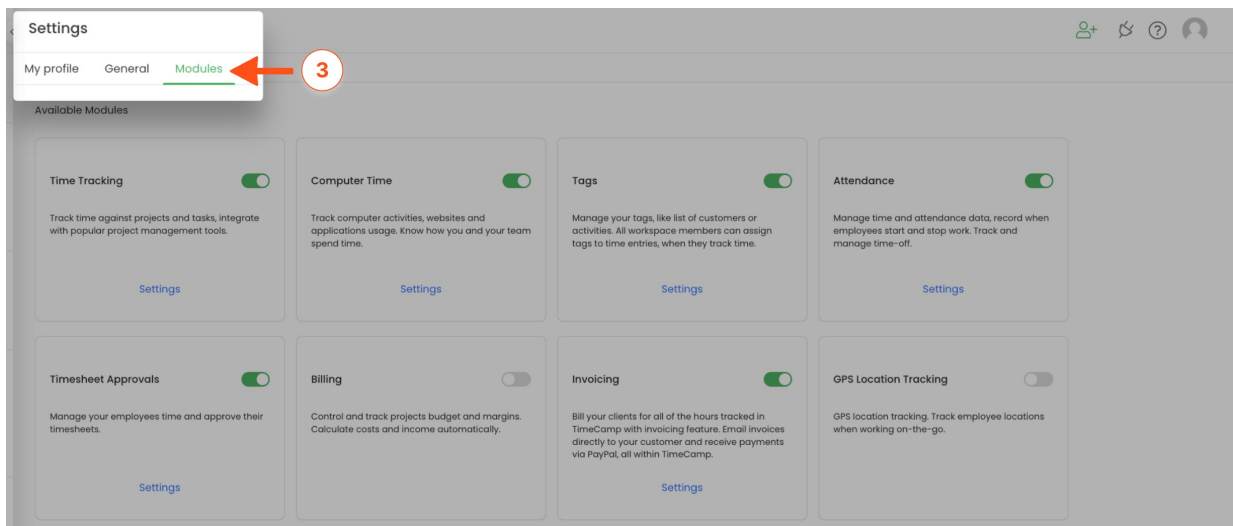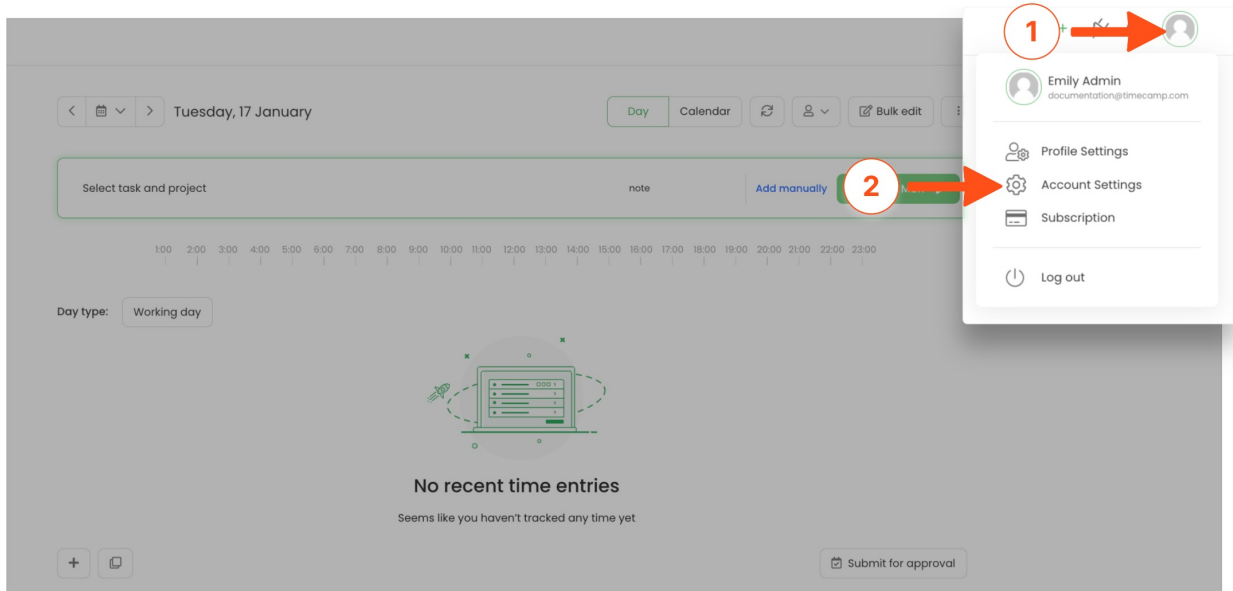- How to enable Kiosk?
- Prepare the device
- Clock in and out
- Report

The Kiosk feature allows your coworkers to clock in and out of work with their individual pins without them having to turn on their computers. It's an ideal solution for those who don't need to track time on tasks or projects but still require to monitor the time of starting and finishing work.
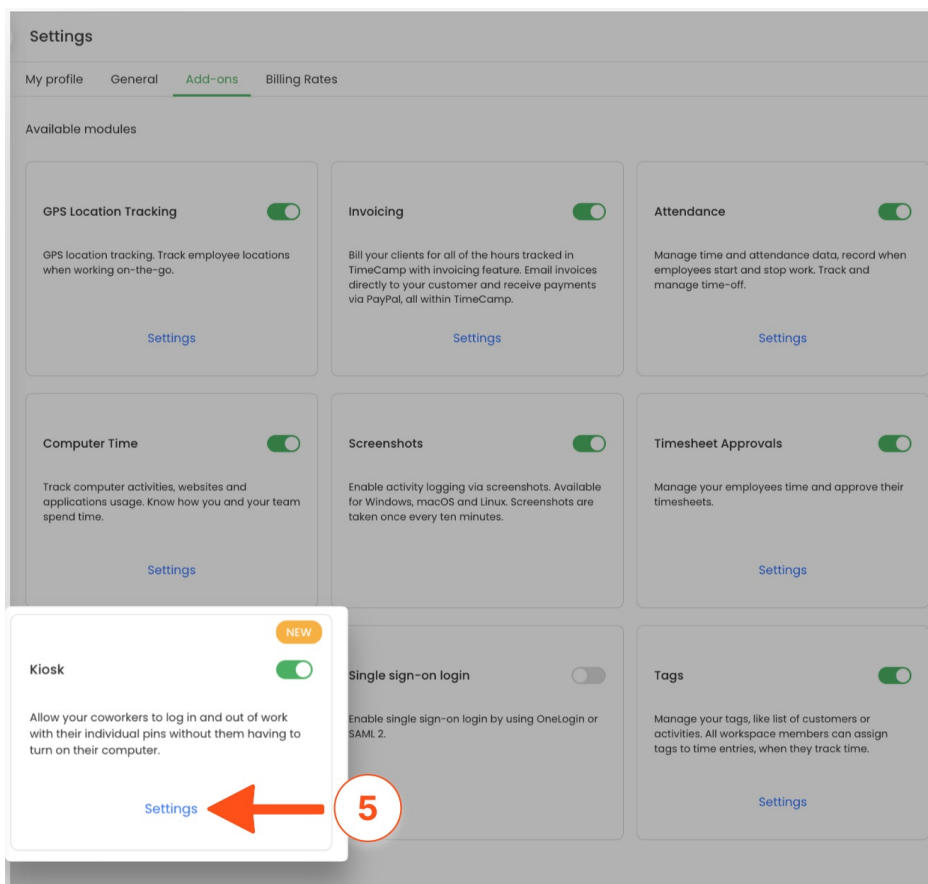
Kiosk is available to all subscription plans.
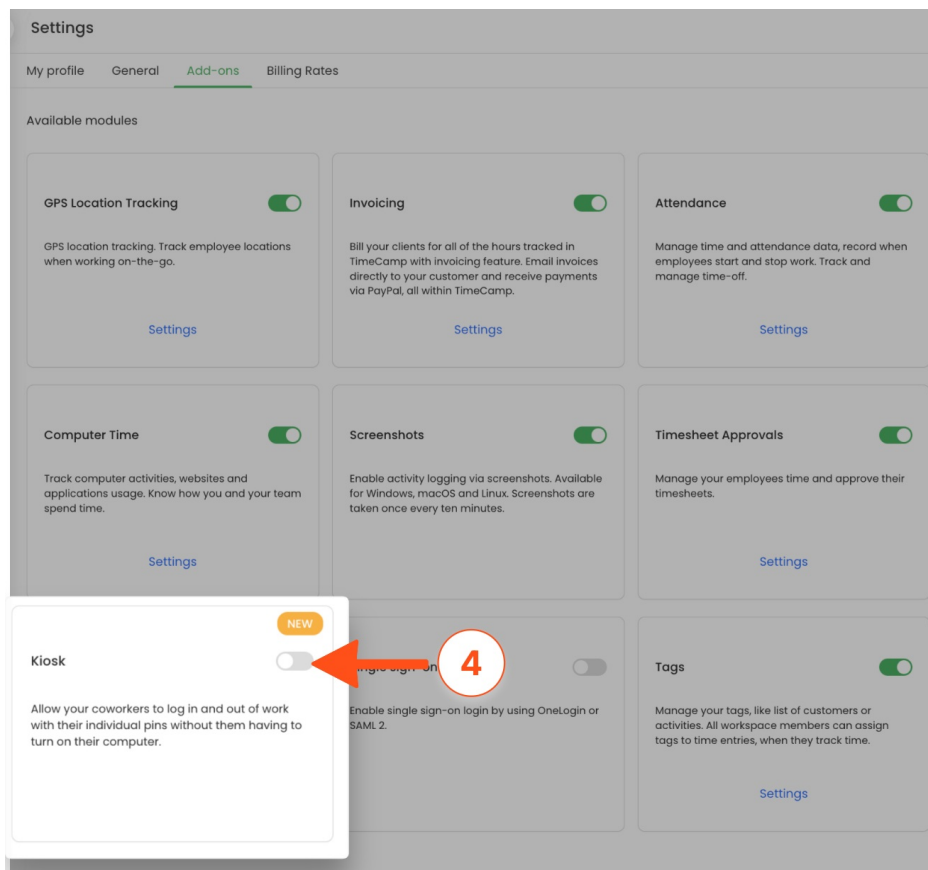
How to enable Kiosk?

To enable the Kiosk feature, click on your avatar in the upper-right corner and select the **Account Settings** option. Next, go to the **Modules** tab, find the **Kiosk** module, and click on the **switch button** to enable Kiosk. After the module is enabled click on its **Settings**.
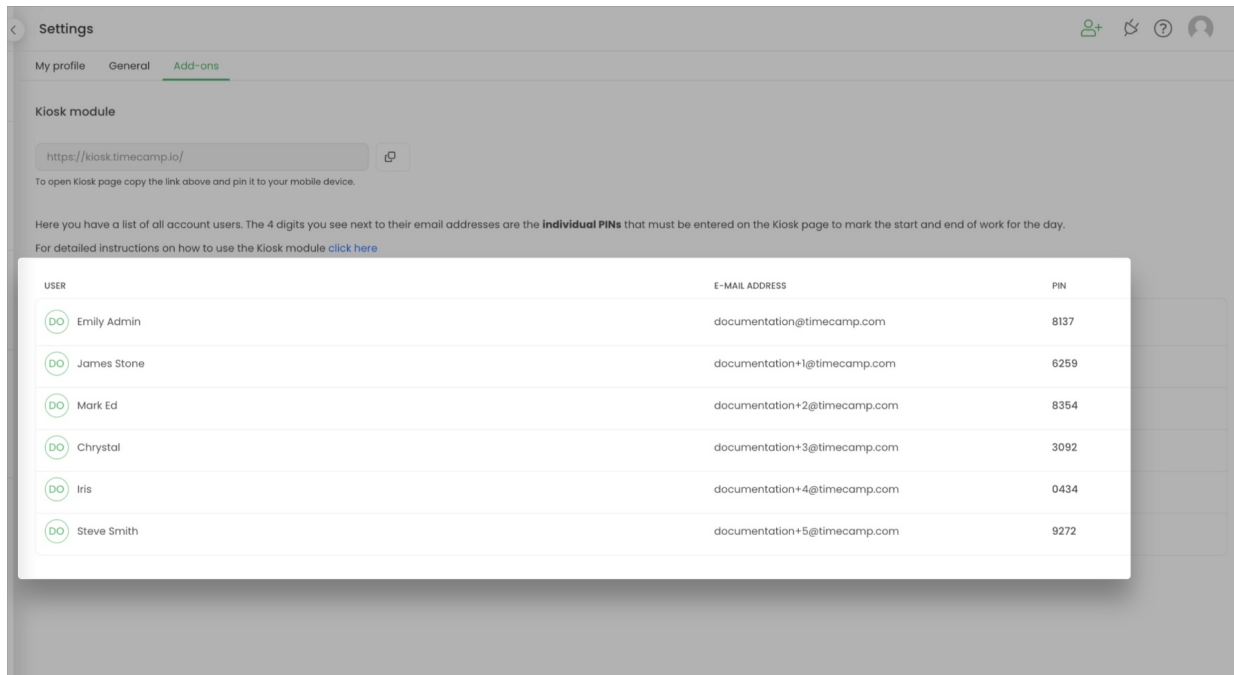
Only the Administrator of the account can enable the Kiosk feature.

① ☆ ☆

Emily Admin
documentation@timecamp.com

👥 Profile Settings
② ⚙ Account Settings
🖽 Subscription

⏻ Log out

Tuesday, 17 January

Day | Calendar | 🔄 | 👤∨ | ✏ Bulk edit

Select task and project

note

Add manually

②

1:00 2:00 3:00 4:00 5:00 6:00 7:00 8:00 9:00 10:00 11:00 12:00 13:00 14:00 15:00 16:00 17:00 18:00 19:00 20:00 21:00 22:00 23:00

Day type: Working day

No recent time entries

Seems like you haven't tracked any time yet

+   ⎘

☑ Submit for approval

Settings

My profile   General   **Modules**   ③

Available Modules

Time Tracking 🟢

Track time against projects and tasks, integrate with popular project management tools.

Settings

Computer Time 🟢

Track computer activities, websites and applications usage. Know how you and your team spend time.

Settings

Tags 🟢

Manage your tags, like list of customers or activities. All workspace members can assign tags to time entries, when they track time.

Settings

Attendance 🟢

Manage time and attendance data, record when employees start and stop work. Track and manage time-off.

Settings

Timesheet Approvals 🟢

Manage your employees time and approve their timesheets.

Settings

Billing ⚪

Control and track projects budget and margins. Calculate costs and income automatically.

Invoicing 🟢

Bill your clients for all of the hours tracked in TimeCamp with invoicing feature. Email invoices directly to your customer and receive payments via PayPal, all within TimeCamp.

Settings

GPS Location Tracking ⚪

GPS location tracking. Track employee locations when working on-the-go.

Settings

My profile   General   Add-ons   Billing Rates

Available modules

GPS Location Tracking ⬤	**Invoicing** ⬤	**Attendance** ⬤
GPS location tracking. Track employee locations when working on-the-go.	Bill your clients for all of the hours tracked in TimeCamp with invoicing feature. Email invoices directly to your customer and receive payments via PayPal, all within TimeCamp.	Manage time and attendance data, record when employees start and stop work. Track and manage time-off.
Settings	Settings	Settings

Computer Time ⬤	**Screenshots** ⬤	**Timesheet Approvals** ⬤
Track computer activities, websites and applications usage. Know how you and your team spend time.	Enable activity logging via screenshots. Available for Windows, macOS and Linux. Screenshots are taken once every ten minutes.	Manage your employees time and approve their timesheets.
Settings		Settings

NEW

Kiosk ◯ ← (4)

Allow your coworkers to log in and out of work with their individual pins without them having to turn on their computer.

⬤ **Tags** ⬤

Enable single sign-on login by using OneLogin or SAML 2.

Manage your tags, like list of customers or activities. All workspace members can assign tags to time entries, when they track time.

Settings

Settings

My profile   General   Add-ons   Billing Rates

Available modules

GPS Location Tracking ⬤	**Invoicing** ⬤	**Attendance** ⬤
GPS location tracking. Track employee locations when working on-the-go.	Bill your clients for all of the hours tracked in TimeCamp with invoicing feature. Email invoices directly to your customer and receive payments via PayPal, all within TimeCamp.	Manage time and attendance data, record when employees start and stop work. Track and manage time-off.
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Computer Time ⬤	**Screenshots** ⬤	**Timesheet Approvals** ⬤
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Settings		Settings

NEW

Kiosk ⬤

Allow your coworkers to log in and out of work with their individual pins without them having to turn on their computer.

◯ **Single sign-on login**   **Tags** ⬤

Enable single sign-on login by using OneLogin or SAML 2.

Manage your tags, like list of customers or activities. All workspace members can assign tags to time entries, when they track time.

Settings ← (5)

Settings

After enabling the module, **individual pins** will be assigned to users' accounts. Each pin is randomly generated

and has 4 digits from 1 to 9.

Currently, only the Administrator of the account has access to users' pins. The Administrator has to share pins with users they belong to.

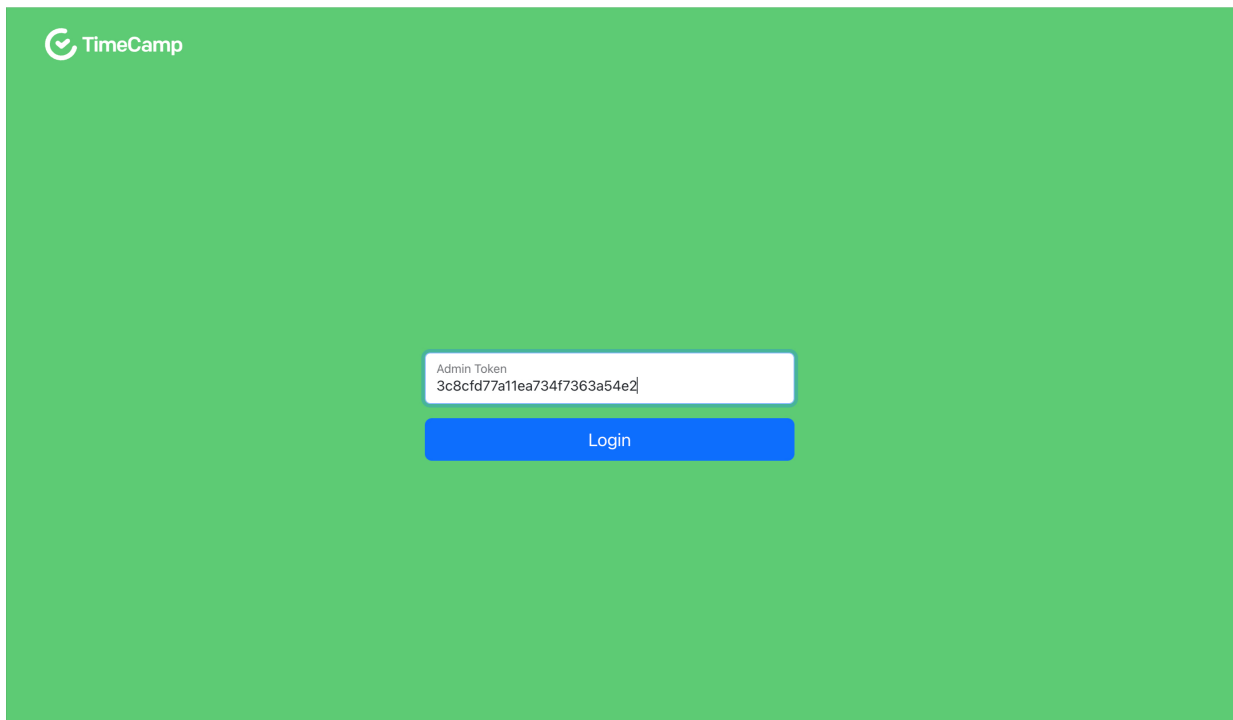In module settings, you can find a link to Kiosk which you can copy and paste on any of your devices.

Prepare the device

After the Kiosk module is enabled the account Administrator has to prepare the device users will be using. It

can be only 1 or multiple devices, but all of them require the **Administrator's API token**.

The Kiosk link will redirect you to the logging platform where Administrator has to enter their token.

The entered **token will be valid for 30 days**. After it is expired, the account Administrator needs to input a token again.

When Administrator is logged in with a token users will be able to clock in and clock out one by one using their individual pins.
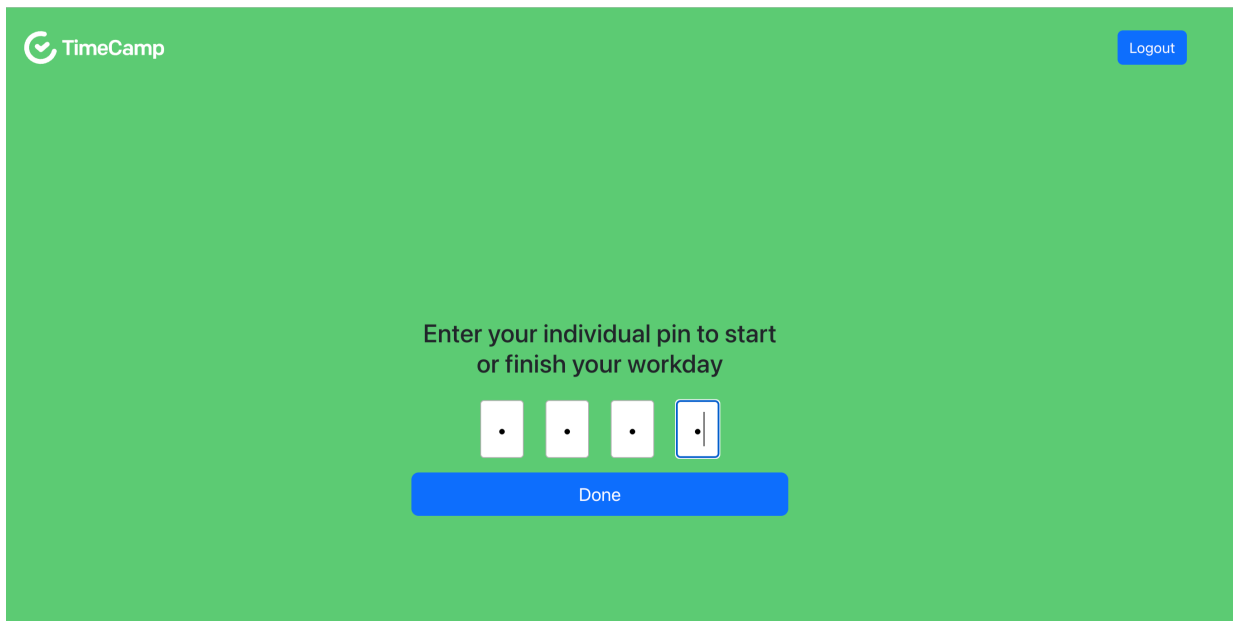
If you're using a tablet, we recommend pinning the Kiosk link to your home screen for quick access. Check the instructions on how to **Add a shortcut on iOS** and how to **Pin app on Android**.

Clock in and out
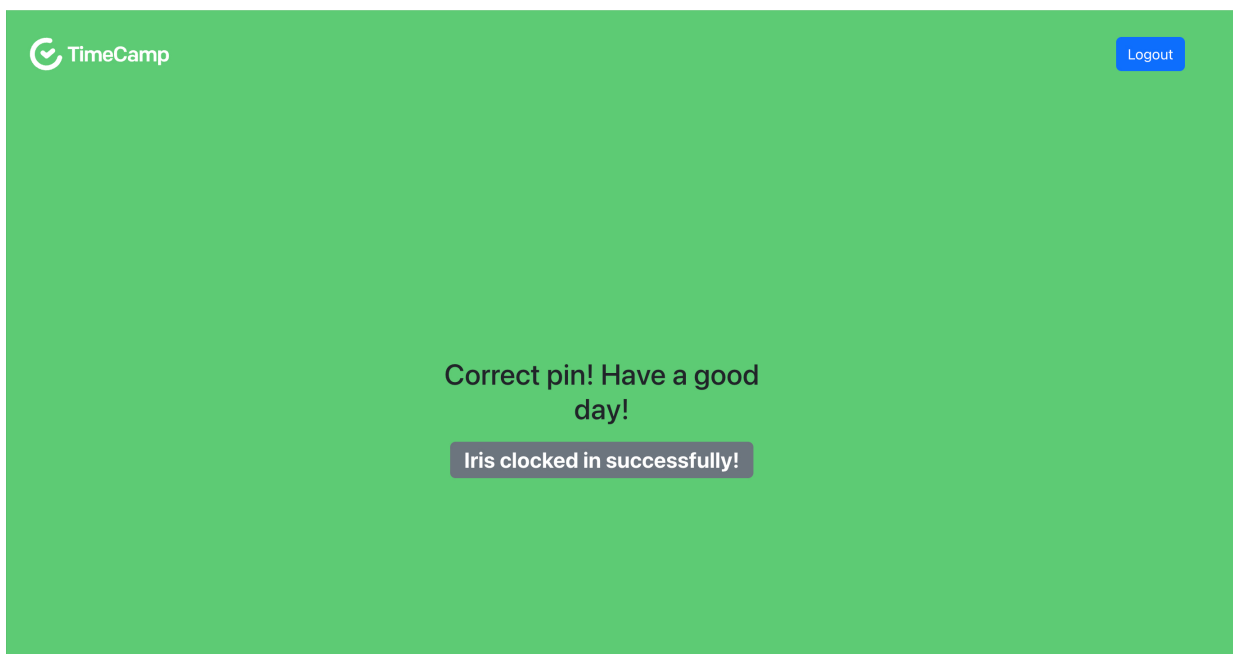
After the Admin's API Token is entered on each device you're going to use, users can type their individual pins to clock in and clock out.

The minimum time between clocking in and out must be **30 minutes**.

To clock in one by one they can **enter their pin** and click on the **Done** button. If a pin is correct a successful message will appear.

To clock out users should one by one **enter their pin** and click on the **Done** button. If a pin is correct a successful message will appear.
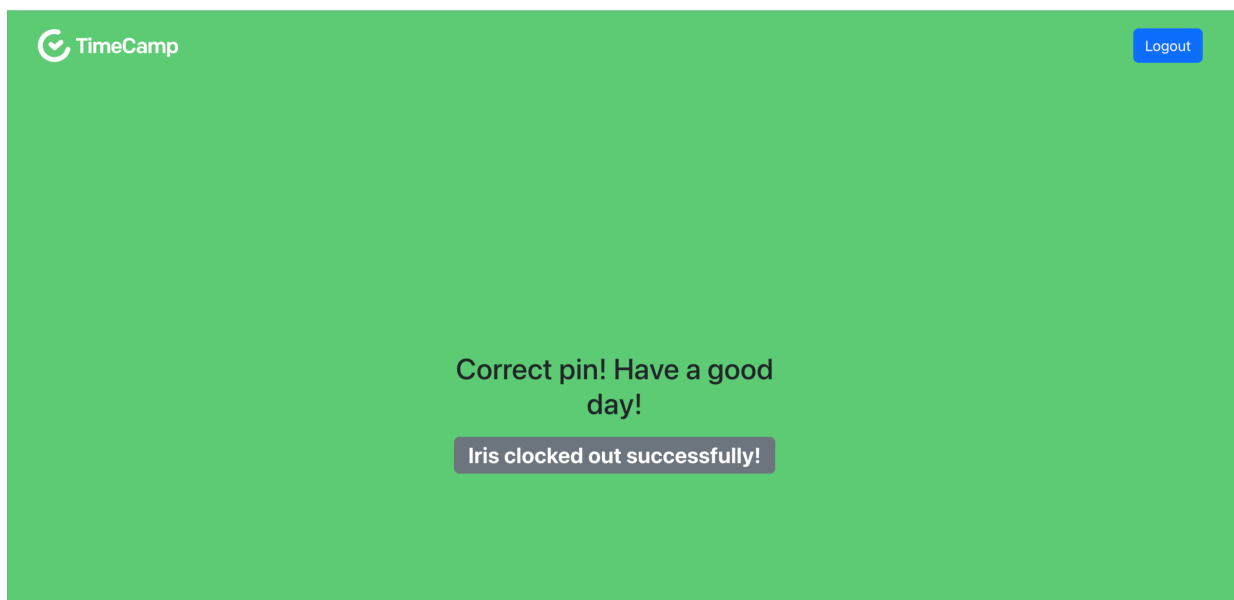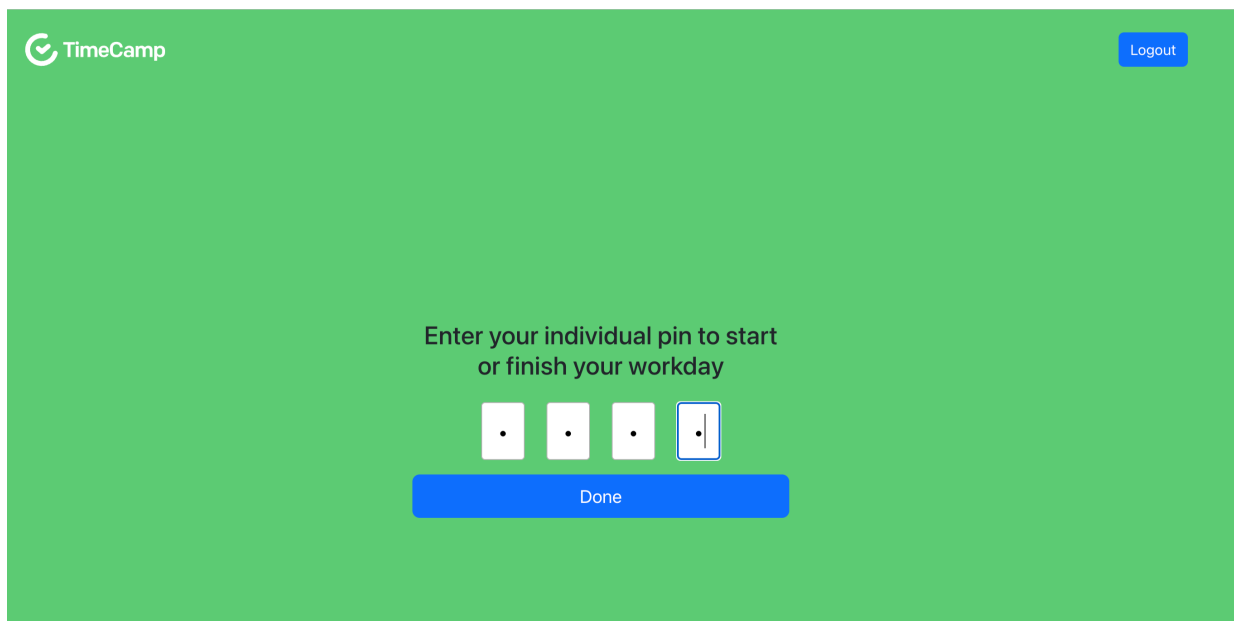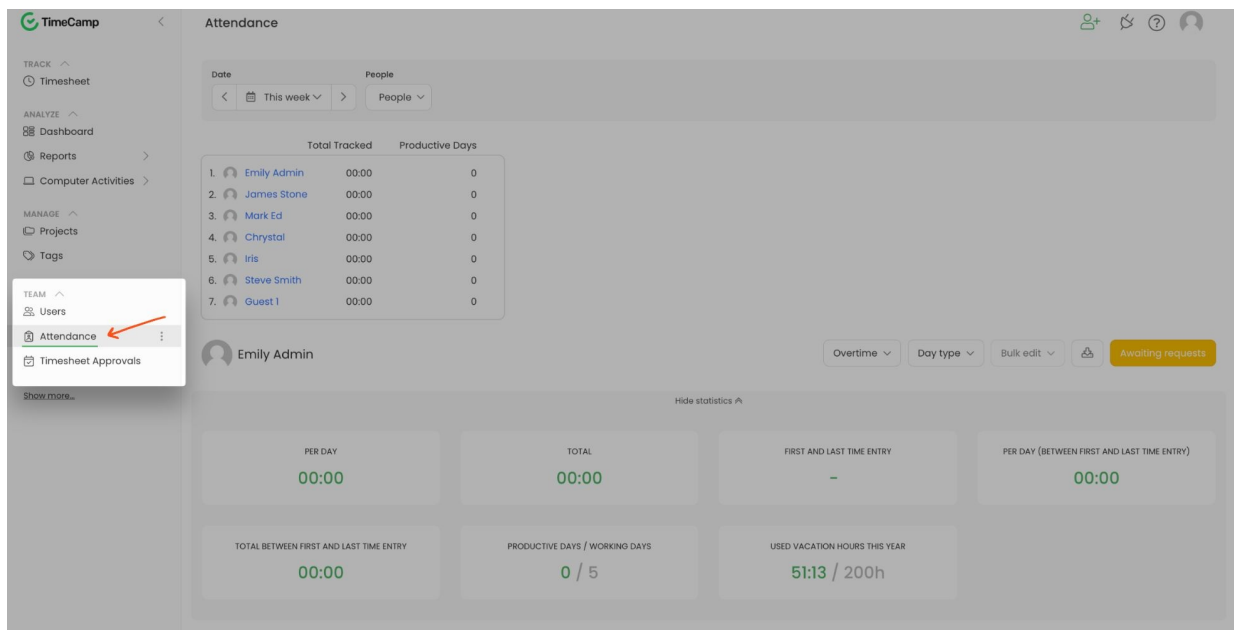
Here is a short record of how exactly the Kiosk feature works:

Your browser does not support HTML5 video.

Report

To check the reports please navigate to your TimeCamp web account and choose the Attendance report on the left side menu.

Administrators and Supervisors have access to all users' data from their team. Users can only check their own reports.

In the Attendance report you can check 3 columns that represent the time clocked by Kiosk:

- **First time entry** - time of clock in;
- **Last time entry** - time of clock out;
- **Total time between first and last time entry** - time between clocking in and out;
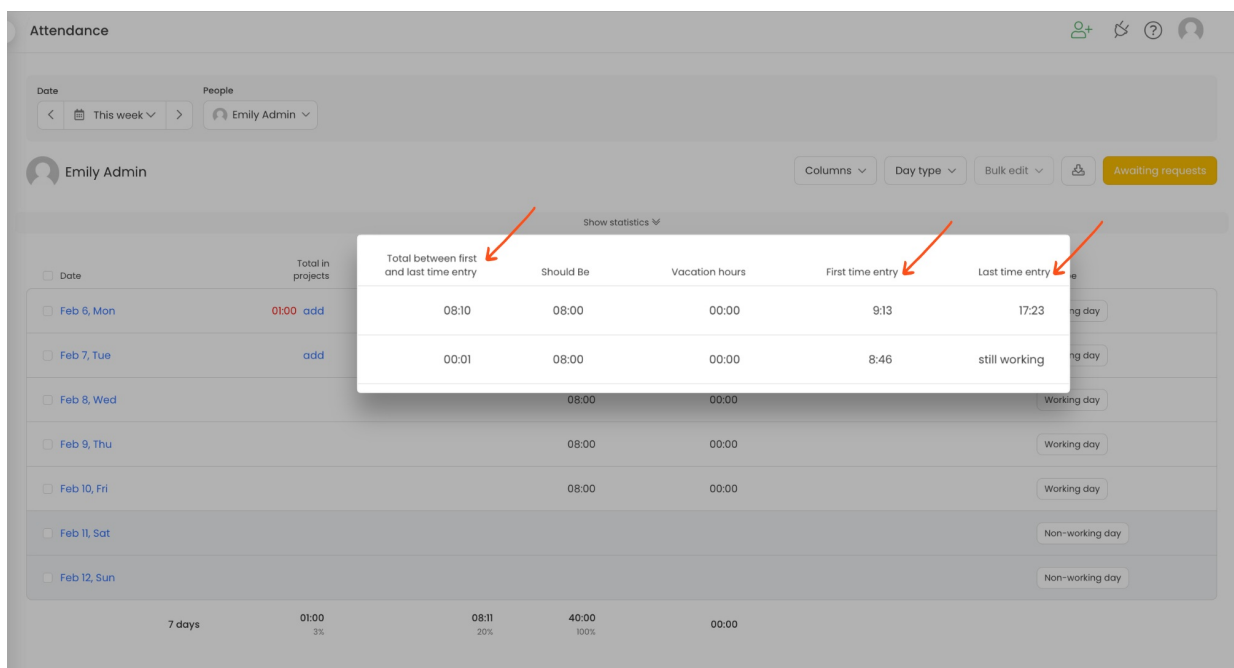
Please be noted that in the Attendance settings, the option **Use data from** should be set to Timesheets.