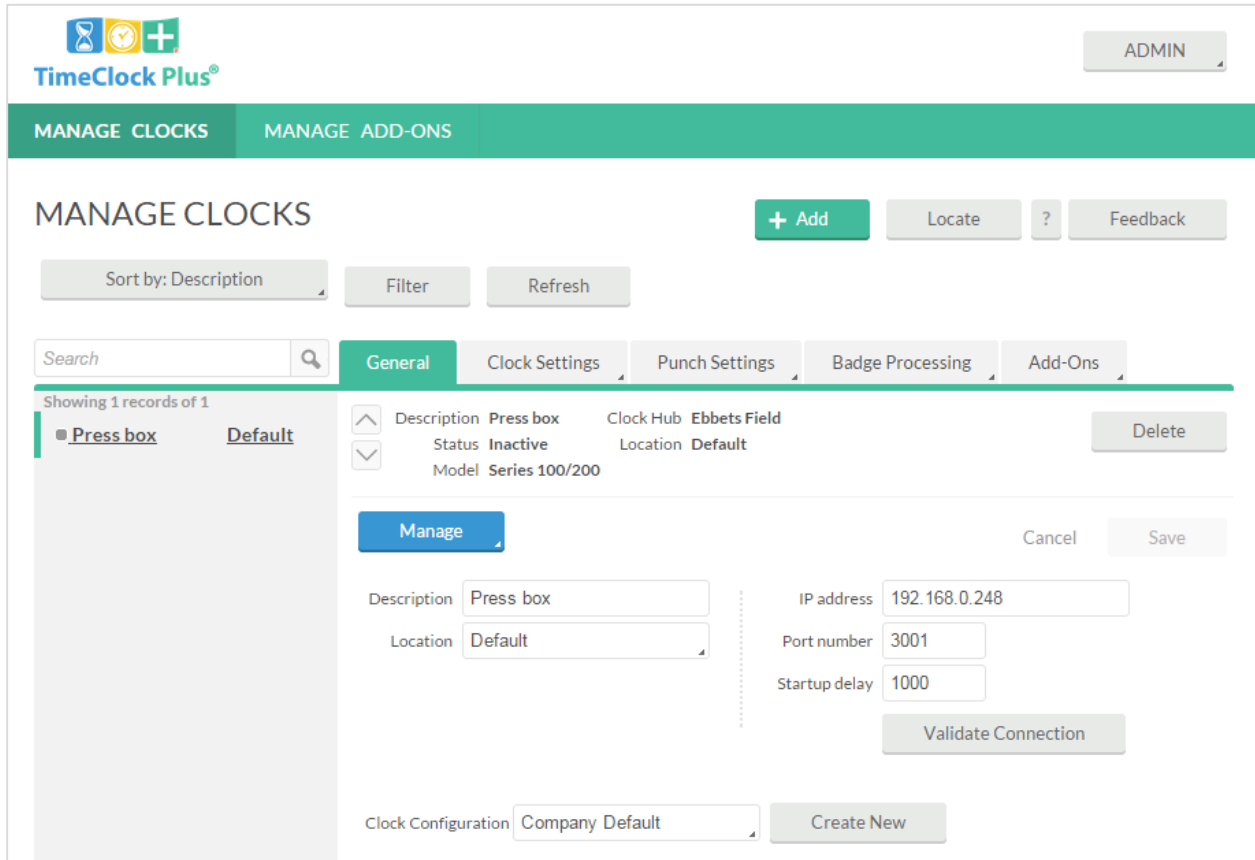


Terminal Hub Essentials



The screenshot displays the 'MANAGE CLOCKS' section of the TimeClock Plus interface. At the top, there are navigation tabs for 'MANAGE CLOCKS' and 'MANAGE ADD-ONS'. Below this, a search bar and several action buttons ('+ Add', 'Locate', '?', 'Feedback') are visible. A table lists the clock configurations, with one entry for 'Press box' at 'Ebbets Field'. A 'Manage' modal is open for this entry, showing fields for 'Description' (Press box), 'Location' (Default), 'IP address' (192.168.0.248), 'Port number' (3001), and 'Startup delay' (1000). There are also buttons for 'Cancel', 'Save', 'Validate Connection', and 'Create New'.

The **Terminal Hub** application directly controls any physical timeclock hardware. It then connects to the TimeClock Plus database via a host web address, and has the capacity to be controlled at a centralized location along with other local Terminal Hubs.



Setting up Terminal Hub for the First Time

CLOCK HUB SETUP ?

Clock Hub Configuration

Host address

Namespace

Clock hub name

Poll interval

Email Notification Settings

Mail server host

Mail server port

Email address

Register

1. If the TimeClock Plus hub was installed on a computer or server with default settings, then you will browse to <https://localhost:9443/app/terminals/index.html> on that computer.
2. Once at the **Clock Hub Setup** screen, you will be prompted to enter in connection information for the clock hub. This includes a host address for the central TimeClock Plus installation, a namespace if applicable, and a unique name for this hub. Email server settings can also be configured here if you or your IT staff need automated emails about this hub's activity.
3. After the settings have been entered, click the **Register** button to accept the changes.

Clock Setup

Terminal Hub Essentials

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On the computer where the terminal hub is running, browse to the **Terminal Hub** using the address listed above. Log in as the **ADMIN** user, or as another TimeClock Plus user with **Manage Terminals** permissions.

Adding an Ethernet Clock

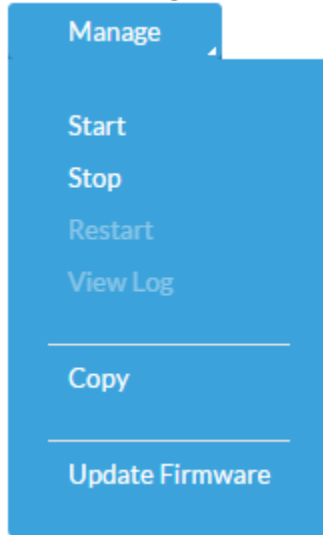
1. Click on **Add** at the top of Manage Clocks.
2. Choose the **Add network clock** radial button in the wizard that appears.
3. Click **Next**. This will take you to the **Clock Information** section, where you can type in a **Description** for the clock, type in or choose a **Location** for the clock, and add in the clock's IP address. The **Port** field may already be filled in with port 3001, which is the default port used for a terminal, but this can be changed as needed. If you need to copy settings from another pre-existing clock, you can choose one from the **Template** dropdown at the top of the window.
4. Click **Validate Connection** to make sure the connection is valid, and click **Finish** to save the settings in the Terminal Hub.

Adding a Serial Clock

1. Click on **Add** at the top of Manage Clocks.
2. Choose the **Add serial clock** radial button in the wizard that appears.
3. Click **Next**. This will take you to the **Clock Information** section, where you can type in a **Description** for the clock, and type in or choose a **Location** for the clock. You can also configure which **COM** port the terminal connects to on the computer, as well as the **Baud Rate** that the terminal will use.
4. Click **Validate Connection** to make sure the connection is valid, and click **Finish** to save the settings in the Terminal Hub.



Controlling the Clock



Starting, restarting, or stopping the clock's connection to the database is achieved via the blue **Manage** button that appears when you highlight a clock in the **Manage Clocks** list. It is also possible to update the clock's firmware using this button.

Clock Configuration

Once the clocks have been set up, each clock's individual settings can be configured within **Manage Clocks**. You can select each clock and explore each tab.

- **General:** This is where the terminal's basic connection settings are located.
- **Clock Settings:** This tab contains several of the configurable settings for the clock's behavior, including how the clock will provide audio feedback, whether or not the clock automatically starts when Terminal Hub starts (which is useful in case of a computer reboot), what language the terminal will display, and how the terminal's connection is monitored.
- **Punch Settings:** This tab allows you to specify whether the clock uses QuickPunch (for badge entry), whether or not to force badge usage, how soon before a 200 Series clock goes into fallback mode, and when the terminal's validation files get updated.
- **Badge Processing:** If you use any special magnetic or proximity badges that use specific settings for parsing and translating binary information, then those are configured here.
- **Add-Ons:** If your terminal utilizes any additional features (such as biometric or hand scan capabilities), then those configurations are appended via this tab. The actual configurations themselves are created and managed within **Manage Add-On Configurations** in Terminal Hub.

After any settings are modified, click on the **Save** button at the top to lock the settings in place, or **Cancel** to revert any changes.



Copying Terminal Settings

Copy Clock ? Feedback

Copy to

 Q

Showing 2 records of 0

	Description↑	Clock Hub	Location
<input type="radio"/>	Bleachers	Ebbets Field	Default
<input type="radio"/>	Ticket desk	Ebbets Field	Default

1. Log into Terminal Hub and go to **Manage Clocks**. Select the clock in the list whose settings you would like to copy.
2. Click on the blue **Manage** button, and select **Copy** from the dropdown menu.
3. In the window that appears, choose the terminal that the settings will be copied to.
4. Click on the blue **Copy** button at the bottom of the window. This will copy the settings to the other terminal.

Manage Add-Ons

If you have any special add-ons for your terminals – for instance, a handscanner or a biometric fingerprint device – then those settings are managed within **Manage Add-On Configurations** within Terminal Hub. Each configuration and its settings are created and managed here.

Once configured, each add-on's data set will be stored on the database. If you need to manage this data for any reason (e.g. in case you need to clear and refresh a fingerprint scan), then this is done via **Manage Add-On Data**, in each respective tab for the data.

**For assistance please call Customer Support at: (325) 223-9300
M-F, 9AM to 5PM CST, Excluding Holidays**