



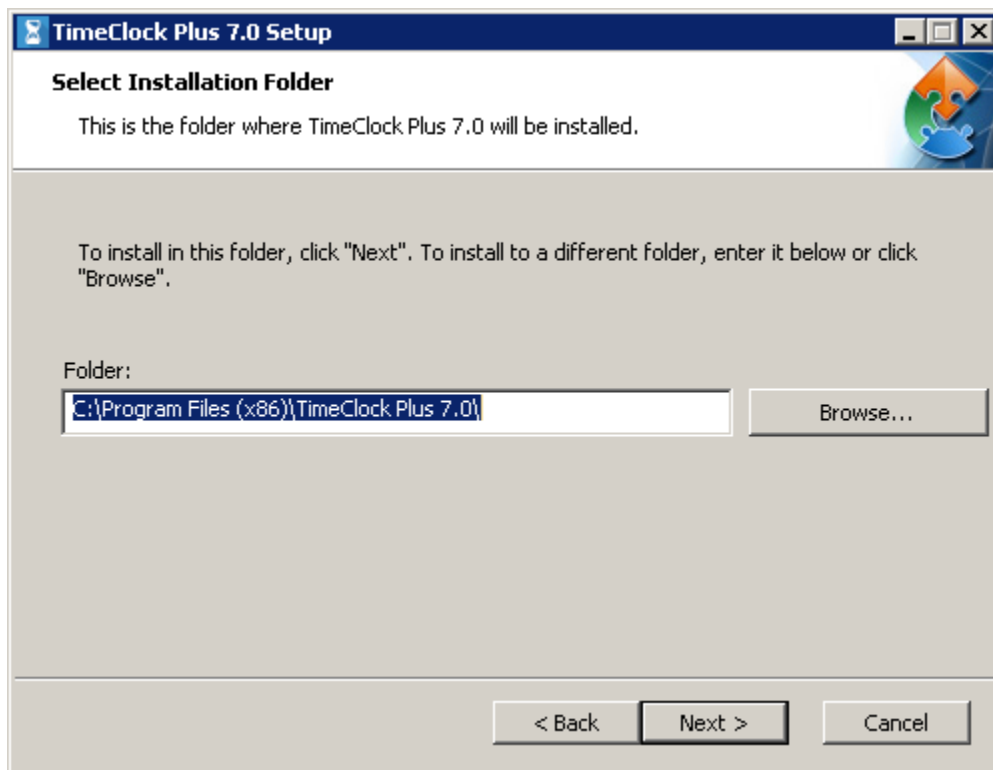
## Workstation Hub Installation

To operate items such as the **BioScan 7 Desktop Reader**, you will need to install a **Workstation Hub**. This hub connects remotely to your TimeClock Plus install, and will be the go-between that connects your fingerprint scanner to the system.

**NOTE:** This installation process will reboot the computer. Save all your work before proceeding.

### Installing a Standalone Workstation Hub

1. On the computer that will operate the Digital Output scanner, run **tcp.installer.workstation-7.0.x.x.exe**. Depending on the version of the installer you are using, the numbers in the file name may vary.
2. Click **Next** on the welcome screen.
3. **Select Installation Folder:** Here, you will be prompted to choose a location to install Workstation Hub, or keep the default location. Click **Next**.



4. **Configure API Server:** This is where you will configure where the hub will connect.



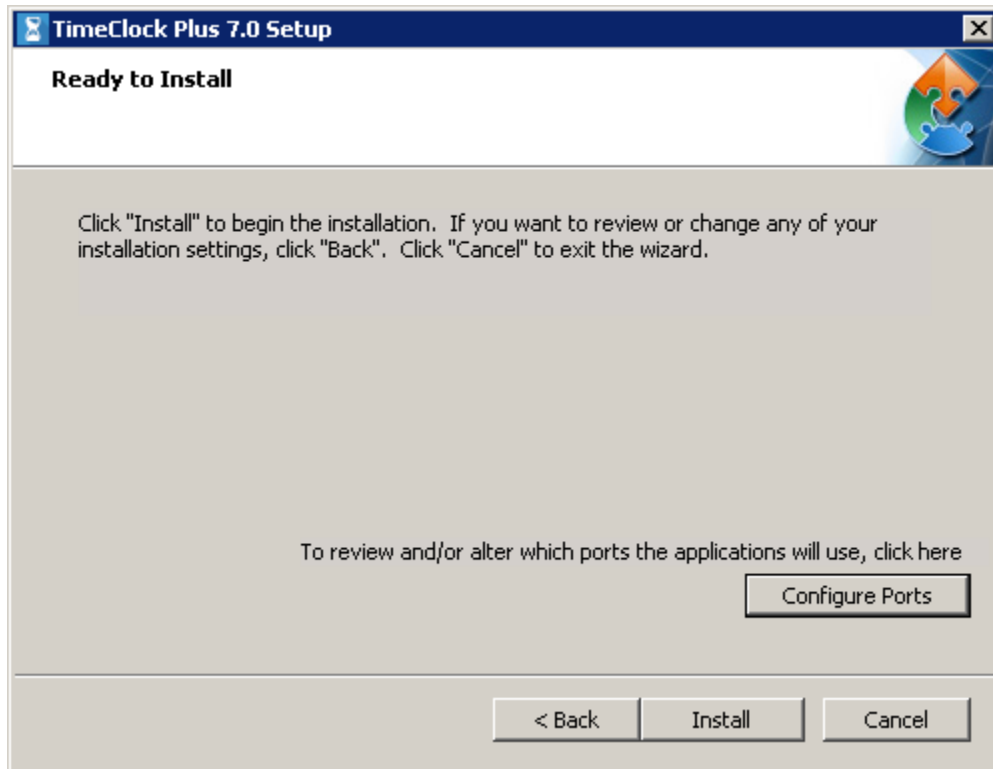
### TimeClock Plus

- **Host Address:** This is the path to the TimeClock Plus API server. Normally, this path will look like **https://[server]/api/v0000**.
- **Namespace:** If you are using TimeClock Plus OnDemand, or if you are utilizing a system with multiple separate databases, then you may need to specify the namespace that the hub will connect to. If not, then this field can be left blank.

Click **Next**.

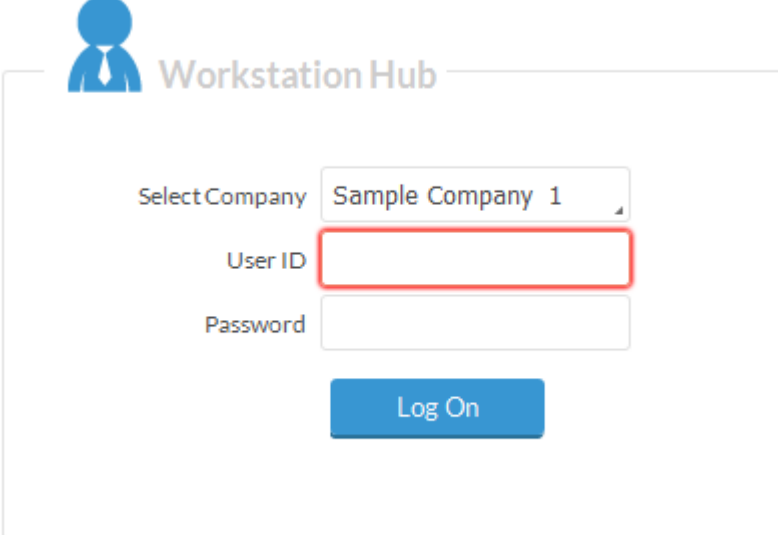
The screenshot shows a Windows-style dialog box titled "TimeClock Plus 7.0 Setup" with a close button in the top right corner. The main title of the dialog is "Configure API Server". There is a small icon of a puzzle piece in the top right corner of the dialog area. Below the title, there are two text input fields. The first is labeled "Host Address" and the second is labeled "Namespace". At the bottom of the dialog, there are three buttons: "< Back", "Next >", and "Cancel".

5. **Ready to Install:** This is the final screen before installation.
  - If you wish to change any settings, click **Back**, or if you wish to discontinue the installation, click **Cancel**.
  - If you need to check or change the ports that Workstation Hub and WebClock will use, click the **Configure Ports** button.



6. Click **Install**. The installer will then download the necessary components for TimeClock Plus Workstation Hub, as well as a local instance of WebClock, and drivers for the BioScan 7 reader.
7. After the installation is complete, you may be prompted to restart the computer.

### Browsing to Workstation Hub



Workstation Hub

Select Company

User ID

Password

1. On the desktop, locate and open the **TimeClock Plus Control Panel**.
2. In the **Applications** menu, choose **Go to Workstation Hub**.
3. Workstation Hub will then open in your default browser. You can then log in normally by using a user ID and password.
4. Alternatively, Workstation Hub can be accessed by browsing to **http://[computer name]/app/workstation**.

**For assistance please call Customer Support at: (325) 223-9300  
M-F, 7AM to 6PM Central Time, Excluding Holidays**

Workstation Hub Installation Guide

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