To Access Sandhills Timeclock TCP Webclock New or the Sandhills TimeClock TCP Manager New

Use the link on the Desktop for Timeclock Employee or Time Clock Manager or go to office.com from the Chrome Browser or Go to the Sandhills Homepage https://www.sandhills.com and go to TOOLS link on the top left and Choose EMPLOYEE email from the dropdown choices

All these methods will sign you into the office 365 (o365) web portal login where many of our Single Sign on Apps now reside. You will not need to log in again once you find the app as you are already logged in under the o365 portal.

Once you are in go to the nine dots in a square at the top left of the o365 screen and choose "All Apps" then bottom. The first time you will need to search for the app or got to where all the Sandhills Apps reside (alphabetically listed) Sandhills Timeclock TCP Webclock New or the Sandhills TimeClock TCP Manager New. You can "PIN to Launcher" once you find the app choose the 3 vertical dots to the side of the app and it will pin closer to the top of your Apps for easy access. Thank you for your patience during the issue we have had with this application, and we apologize for the inconveniences this has caused.

*** Timeclock suggests using the Chrome browser for this app but I have tried it in Chrome and Fire fox and it works If you have any issues, please try Chrome first.

*** The links on the desktop, if manually added, may not have updated. Please call anyone in IT if it did not update.