



# TimePilot Times

TimePilot newsletter No. 67, July 2021



## TimePilot Q&A

**Q. How can I make TimePilot Central's transaction list show each employee's clock-in time above their clock out time?**

A. The TimePilot Central software lets you sort oldest to newest or newest to oldest in the transactions view. Just click on the 'Date' header in the green bar and the sort order will reverse.

**Q. When I do reports, on some of the days there will be an "X" in one of the log-in times. Then it does not give any hours for that day at all even though there are 4 clock-in and clock-outs. How do we fix this?**

A. The X's that you see are from an error in the pattern of transactions for that employee, probably from a previous day. What I would recommend is to look at the transactions in TimePilot Central. Any profile names to the left that are red have an issue with the pattern of transactions. Go through each red profile and fix any error and you will see the X's go away.

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## Time Trivia

**In the 19th century**, mobs attacked public clocks to protest the change from living on less-strict "natural" time to regimented time imposed by a machine. Even today, scholars say that the more we synchronize ourselves with the time in clocks, the more we fall out of sync with our own bodies and the world around us.

*[Noema Magazine](#)*

**On the days they worked**, employed men worked 48 minutes more than employed women. This difference partly reflects women's greater likelihood of working part time. However, even among full-time workers (those usually working 35 hours or more per week), men worked more per day than women—8.3 hours, compared with 7.7 hours.

On an average day, 85 percent of women and 71 percent of men spent some time doing household activities, such as housework, cooking, lawn care, or household management. On the days they did household activities, women spent an average of 2.5 hours on these activities, while men spent 1.9 hours.

*[From the 2019 American Time Use Survey, conducted by the U.S. Department of Labor](#)*



## TimePilot Lead Story

# For current customers: Switching to our Cloud-based system is simple

[In our last newsletter](#), we unveiled TimePilot's new Cloud-based time clock system.

Let's say you're already a TimePilot customer, own several of our time clocks and have your database on your server or PC. You're interested in converting to the Cloud-based system, but can you do that and still use your current clocks and iButtons?

**Answer: Absolutely.** And we'll help you set things up. Here's how it will work:

- **Vetro clocks (on network):** As long as that network has access to the internet, your clock-in and clock-out data will be transmitted to your database in the Cloud instead of the database on the server.
- **Vetro clocks (USB drive used to collect data):** You'll collect your clock-ins and clock-outs with the USB drive as normal, then plug them into your PC running the new TimePilot Central 5 software. The software will send the data collected to your Cloud database.
- **Tap clocks:** You'll plug your Tap clock in a PC running Tap Manager, just as you've always done, but Tap Manager will send the data to the Cloud instead of your local database.
- **Extreme Blue or Extreme Blue II clocks:** You'll collect the data with your smartphone running the new, free XBlue Sky app. Your phone will transmit the data to the Cloud.
- **TimePilot PC:** Your data will be saved to the database in the Cloud instead of the database on your PC or server.

**Of course, you can also** have your employees install the free TimePilot Mobile App on their smartphones, and with that app they can clock in using their phones from anywhere in the world.

### The benefits

**Your employees will use their iButtons** to clock in and out just as they always have and have the added ability to clock in from anywhere on their smart phones. Most of the benefits will be seen by supervisors. For instance:

1. You can be anywhere on earth (as long as you have an internet

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## TimePilot Q&A

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### Q. How do I determine my Extreme Blue II clock's serial number?

A. There are two ways to get the serial number for the clocks. You can find it in the software by going to Clock Manager and right-clicking on the image of the clock. Choose "Settings" and the serial number will be listed. On the clock itself, if you remove the battery door, you'll see a sticker with the serial number. It should start with 2835.

### Q. When I went to collect punches from our Vetro clock, it said it had 160 new transactions. When I went to pull that info into TimePilot Central on my PC it said that 0 transactions were entered. Now when I go to collect them, it is saying that 0 transactions are available. Can I get that information back?

A. Your clock keeps roughly the last 12,000 transactions in its memory. Here's how to get transactions from the clock a second time:

1. At the computer, start TimePilot Central and plug in the TimePilot USB drive.
2. Click on the "Setup" menu at the top of the screen and then choose "Clock Manager" from the choices that appear.
3. Now right-click on the picture of your clock and choose "Settings" in the pop-up menu.
4. Select "Get Past Transactions" in the bottom left.
5. In the window that comes up, enter the number of transactions to retrieve. Enter more than 160 if people have used the clock since you last collected punches. Don't worry about overshooting the number--the TimePilot Central software will ignore any duplicate clock-ins and clock-outs.
6. Click "Next" and follow the instructions that appear to finish the process. Basically, you will take the USB drive from your PC, plug it into your Vetro clock, open the menu on the clock, select option 3 and then once that is done, option 1 to collect the punches again.



## TimePilot Lead Story

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1. connection) and you'll be able to use the TimePilot Central 5 management software to view your employees' clock-ins and clock-outs and prepare the data for payroll.
2. You'll be able to use the all-new TimePilot Central 5 software. It uses the same concepts as earlier software versions, but we've listened to our customers and integrated their suggestions into this version to add features and make it even easier to use. See the screenshot below.
3. If your employees use the TimePilot Mobile App, you can see on a map where they were when they clocked in or out.
4. Your database resides on a server managed by Microsoft, which will protect your data and back it up regularly, so you don't have to.
5. You will receive free help from our Tech Support Specialists for as long as you have the product.

Interested? Check out our web site, [TimePilot.com](http://TimePilot.com), or contact us today at [sales@TimePilot.com](mailto:sales@TimePilot.com) or 630-879-6400.

Here's a screenshot of the new TimePilot Central 5 management software:

Here's the employee's name; it's in green because he is clocked in.

There's a software update available; click on the yellow text to get it.

These tabs control what you see in the panels to the right.

In this example, you've clicked on "Transactions," then on the name of an employee—George Washington—to view just his clock-ins and outs.

The controls to insert, edit or delete clock ins and clock outs are here.

The "Calendar" tab shows the employee's work hours in calendar format.

Green triangles indicate a clock-in; a blank cell indicates a clock-out. A perfect string of clock ins and clock outs alternates green triangles and blank cells.

Employee Name	Day	Date w/R	Time w/R	In	Out	Trans Ttl	Daily Ttl	Week Ttl
Washington, George	Mon	Nov 9	8:00 AM					
Madison, James	Mon	Nov 9						
Monroe, James	Tue	Nov 10						
	Thu	Nov 12	4:00 PM			7.25	7.25	
	Thu	Nov 12	5:30 PM		9:00		9.00	
	Fri	Nov 13	8:00 AM					
	Fri	Nov 13	7:00 PM			9.50	9.50	42.25
	Thu	Nov 17	8:15 PM					
	Wed	Nov 18	8:15 AM					
	Wed	Nov 18	6:00 PM			9.25	9.25	
	Thu	Nov 18	7:15 AM					



## Cool Stuff

Every once in a while, our employees come across "cool stuff." This is where they share their finds.

### Fizz Lids



It's summer, and the season for cold canned drinks. But if you pop the top and don't finish your drink, you've wasted money. These lids snap onto the top of a beverage can and keep the fizz inside, so you can enjoy the rest of your drink later. They work with 12-ounce soda, beer, water, seltzer and much more. They're dishwasher safe and come in a pack of six in various colors. \$9.99 to \$11.99, depending upon the color. [Fizz Lids, available at Amazon](http://Fizz Lids, available at Amazon).