GoTimeCloud

Speedface V5L TD and Proface X TD

Quick Guide

V1.0 January 2021

About this Manual.

- This document introduces the first steps and configurations of TD terminals with the GoTime Cloud software.
- All designs and specifications are subject to change without prior notice.
- This manual assumes that your device is fully compatible with the GoTime Cloud software. In addition, this manual also assumes that the user has sufficient permissions to manage and configure the devices and software. For more information about system settings, we recommend reading the User's Manual.
- This manual is structured in steps in order to know all the necessary points for the implementation of TD terminals with the GoTime Cloud solution.

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Due to the constant updating of the products, the company cannot ensure compliance between the product and the information contained in this document, including the technical requirements of the product. Please excuse any inadvertent changes.

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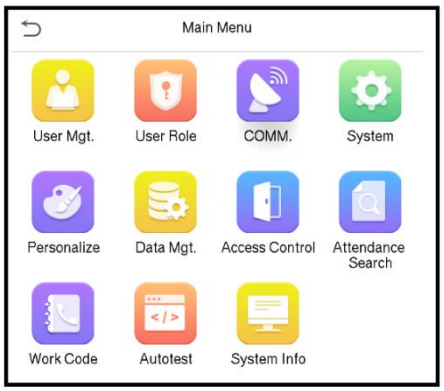
1.TD terminal requirements for connecting to GoTimeCloud:

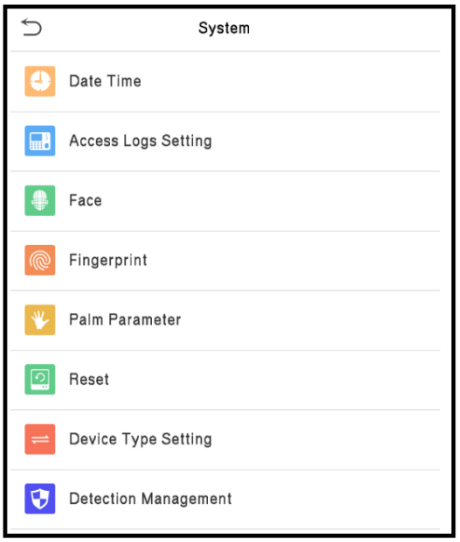
- Have the latest version of approved firmware. Currently there is version: ZAM170- NF-1.5.7-6928-02. (if you have questions, use the the following channel https://gotimecloud.supportsync.com/)

- It must be set as: "Time Attendance Terminal". The steps to activate this mode are:

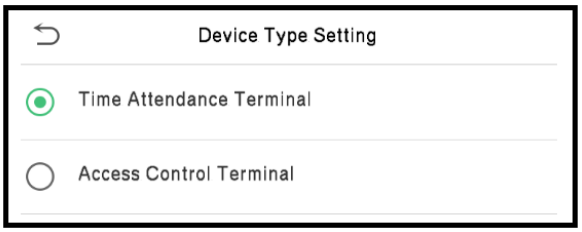
STEP 1: Go to Main Menu



STEP 2: Go to **System**



STEP 3: Go to **Device Type Setting**

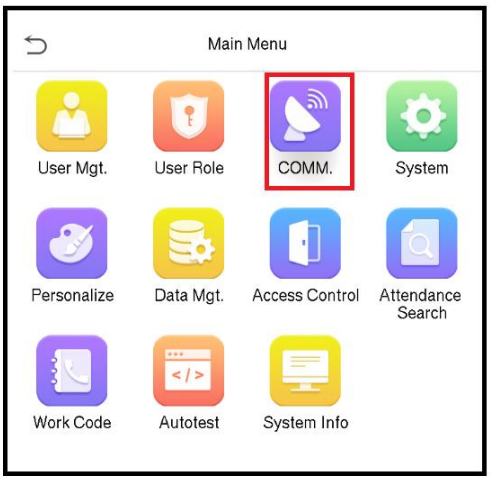


- Have Internet available by fixed IP, dynamic or WIFI

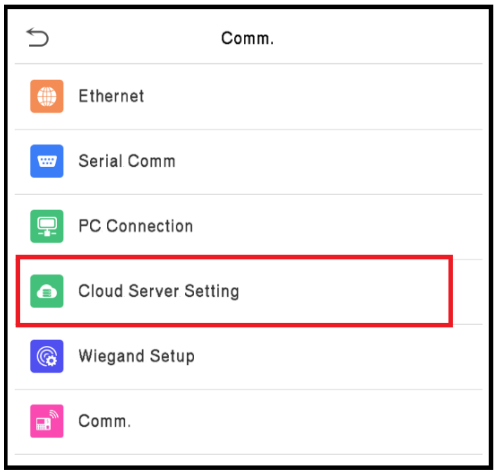
2. How to add a TD terminal to GoTimeCloud:

The steps to add a new terminal to the cloud platform are as follows:

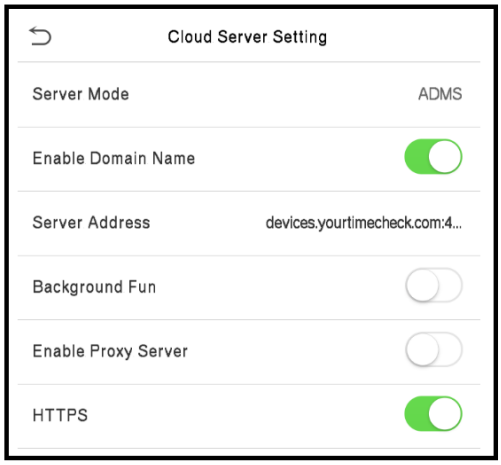
2.1 TD Terminal configuration:



STEP 1: Go to the **COMM.**



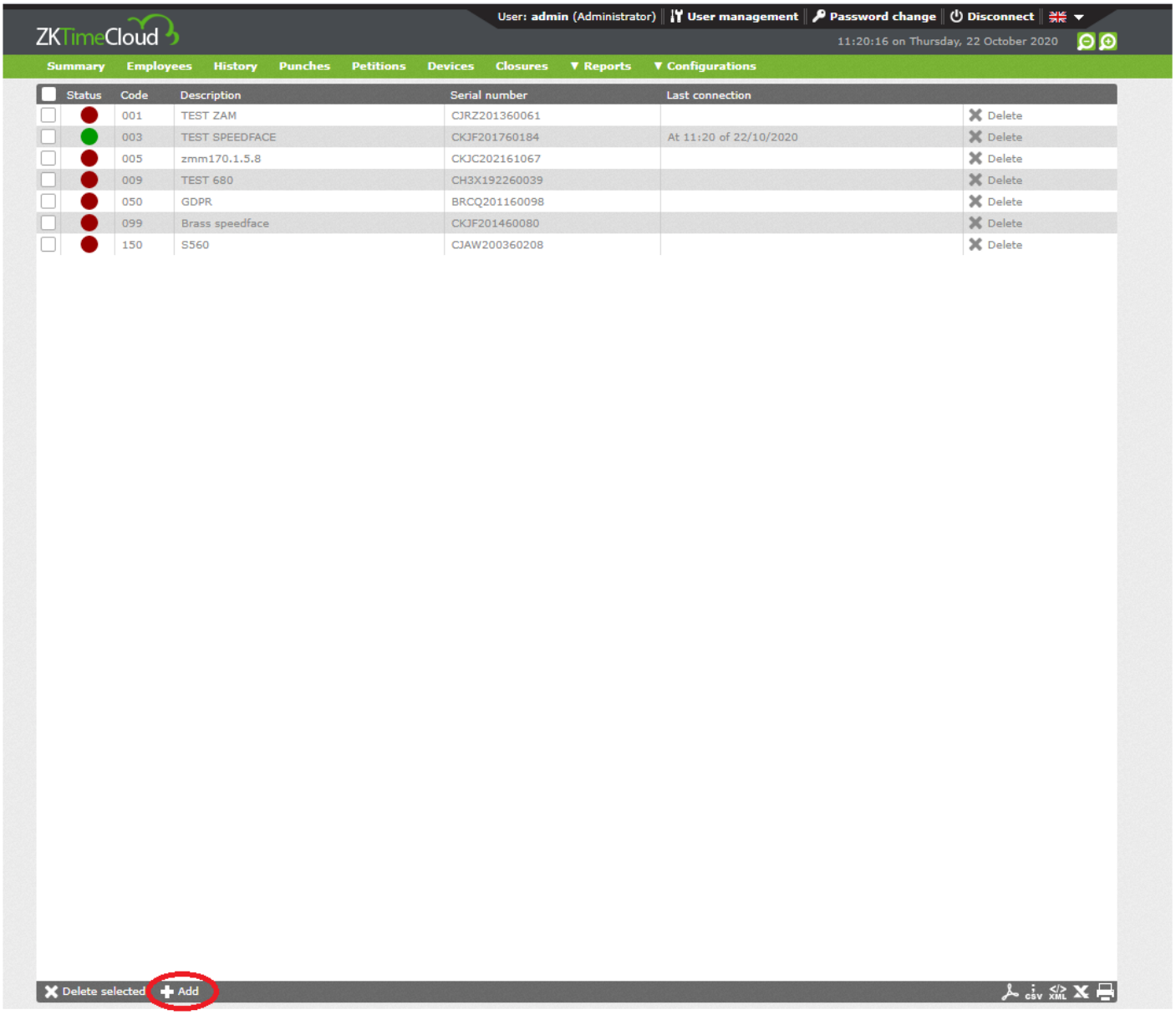
STEP 2: Go to the **Cloud Server Setting**



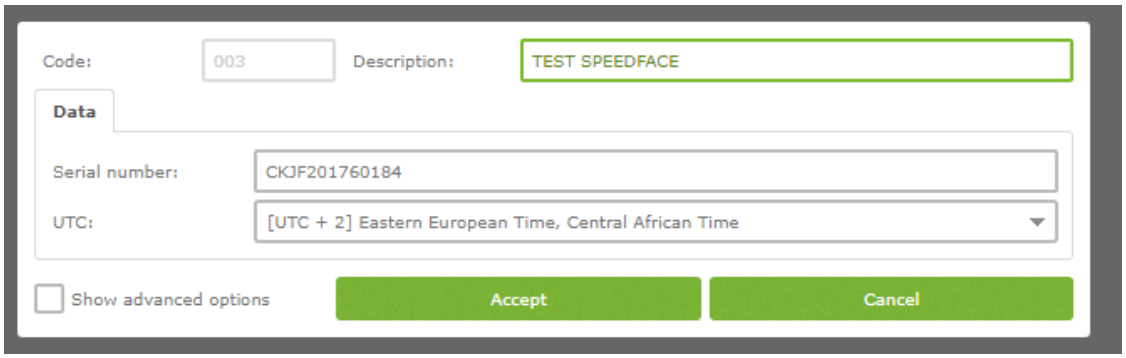
STEP 3: Once inside activate "Enable domain name" and enter "Server address" (devices.yourtimecheck.com:4372). Activate the option HTTPS.

2.2 Application Settings

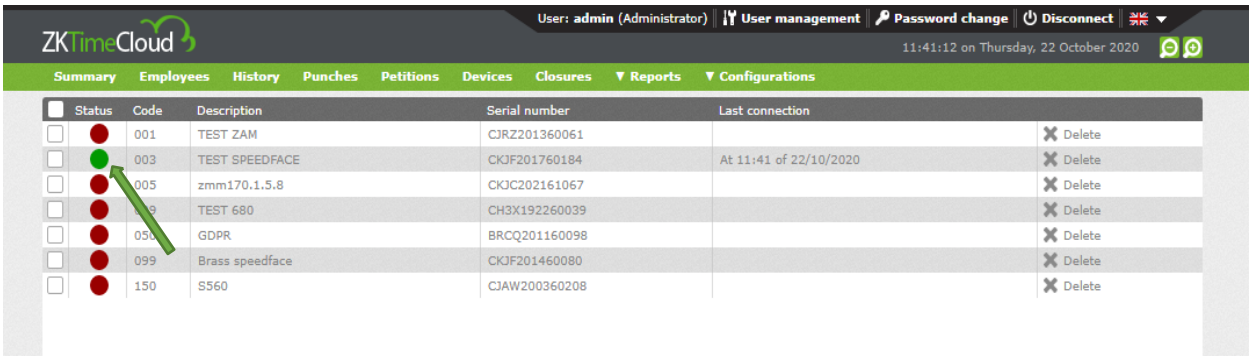
STEP 1: Go to the **Devices** Menu and click on the "add" option at the bottom left.



STEP 2: Add device name, serial number and timezone



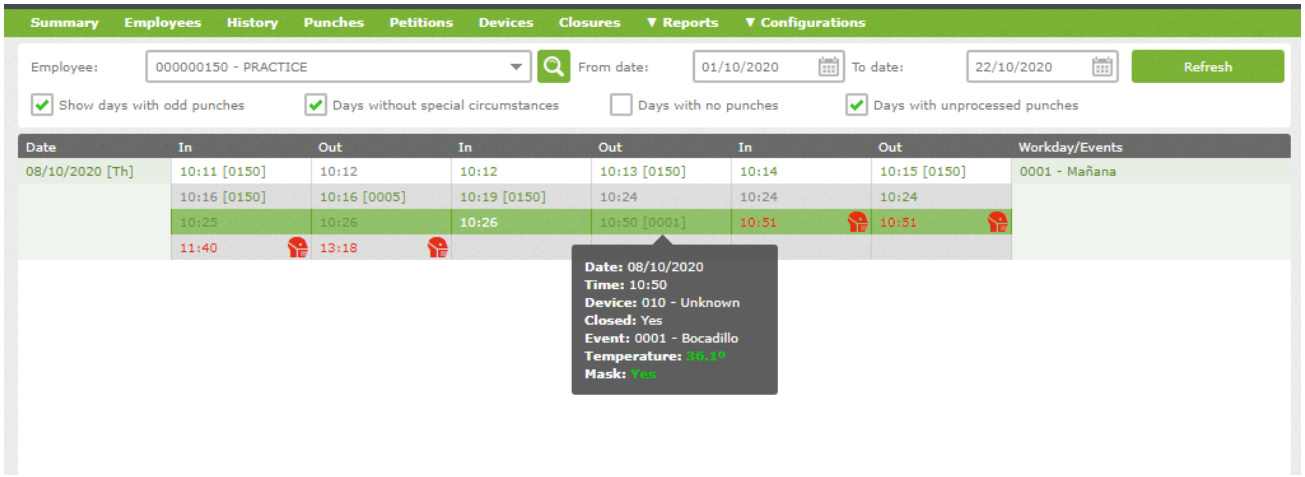
STEP 3: Check that the communication has been successful. The button indicating the connection status should be green.



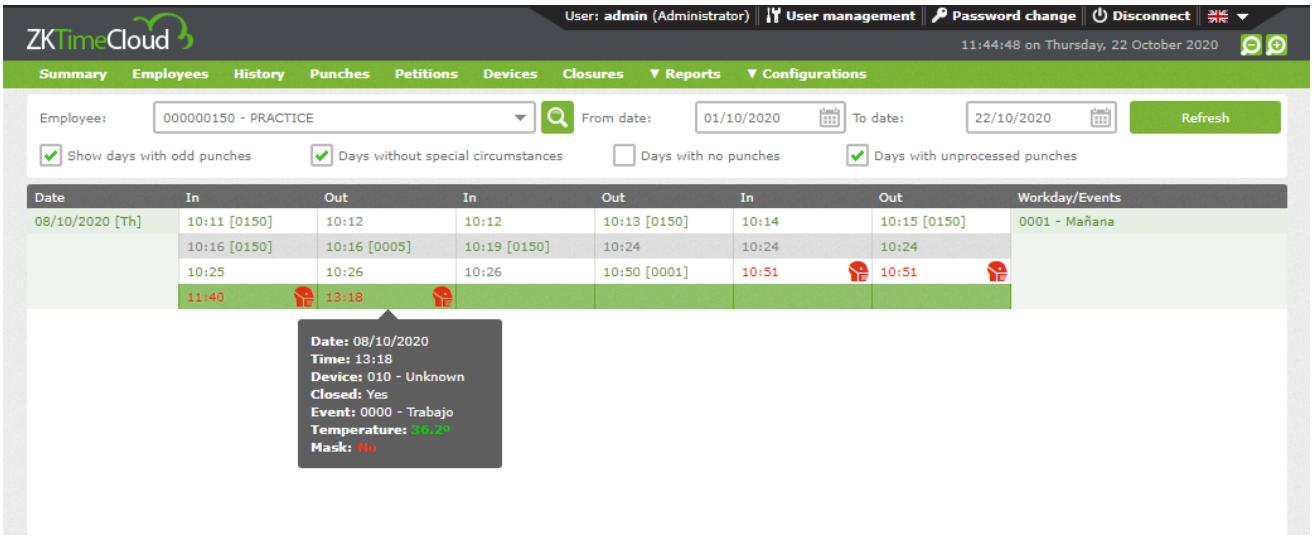
2.3 TD terminals data records in the GoTimeCloud

Once the TD terminals have been correctly configured in the GoTimeCloud, you can view all the data records generated, as shown in the following images:

- Mask and Normal Temperature:



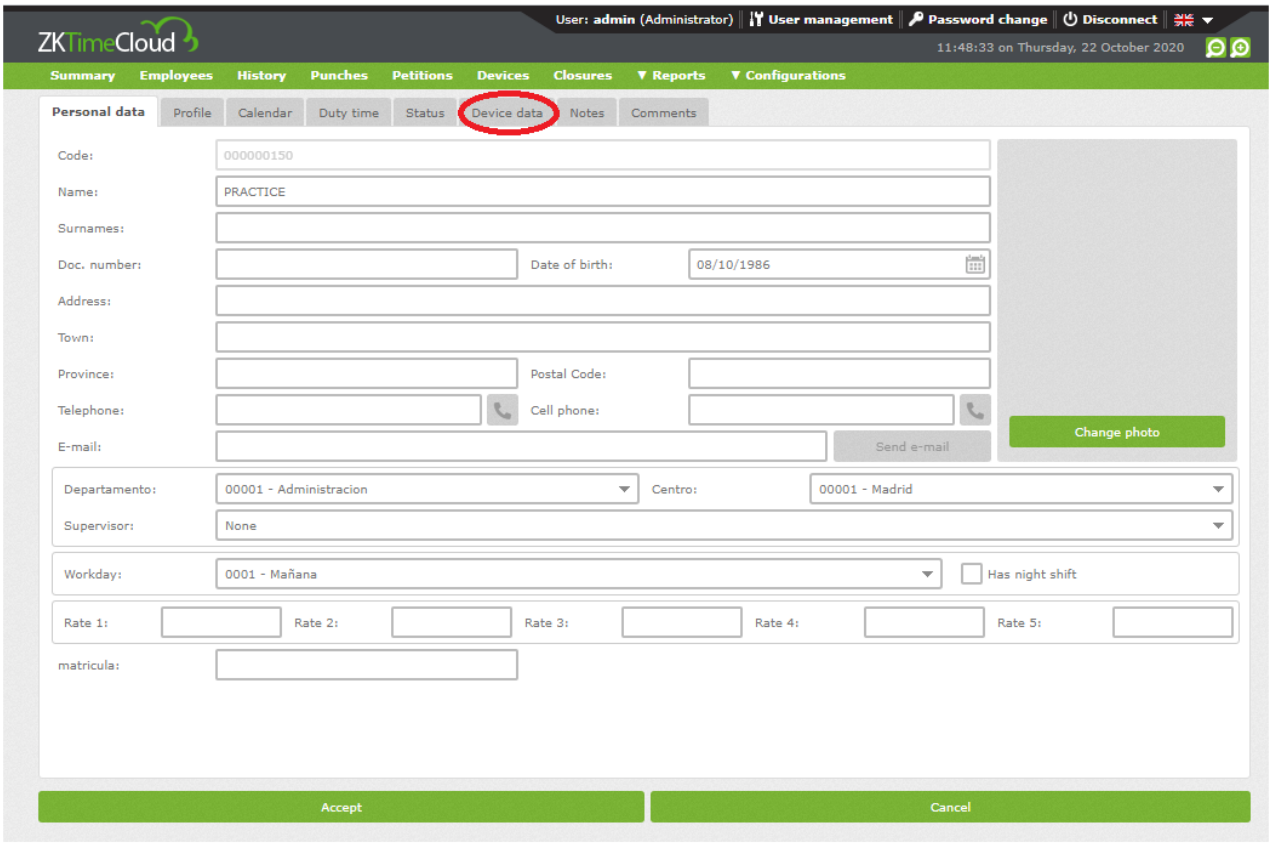
- Without Mask and Normal Temperature:



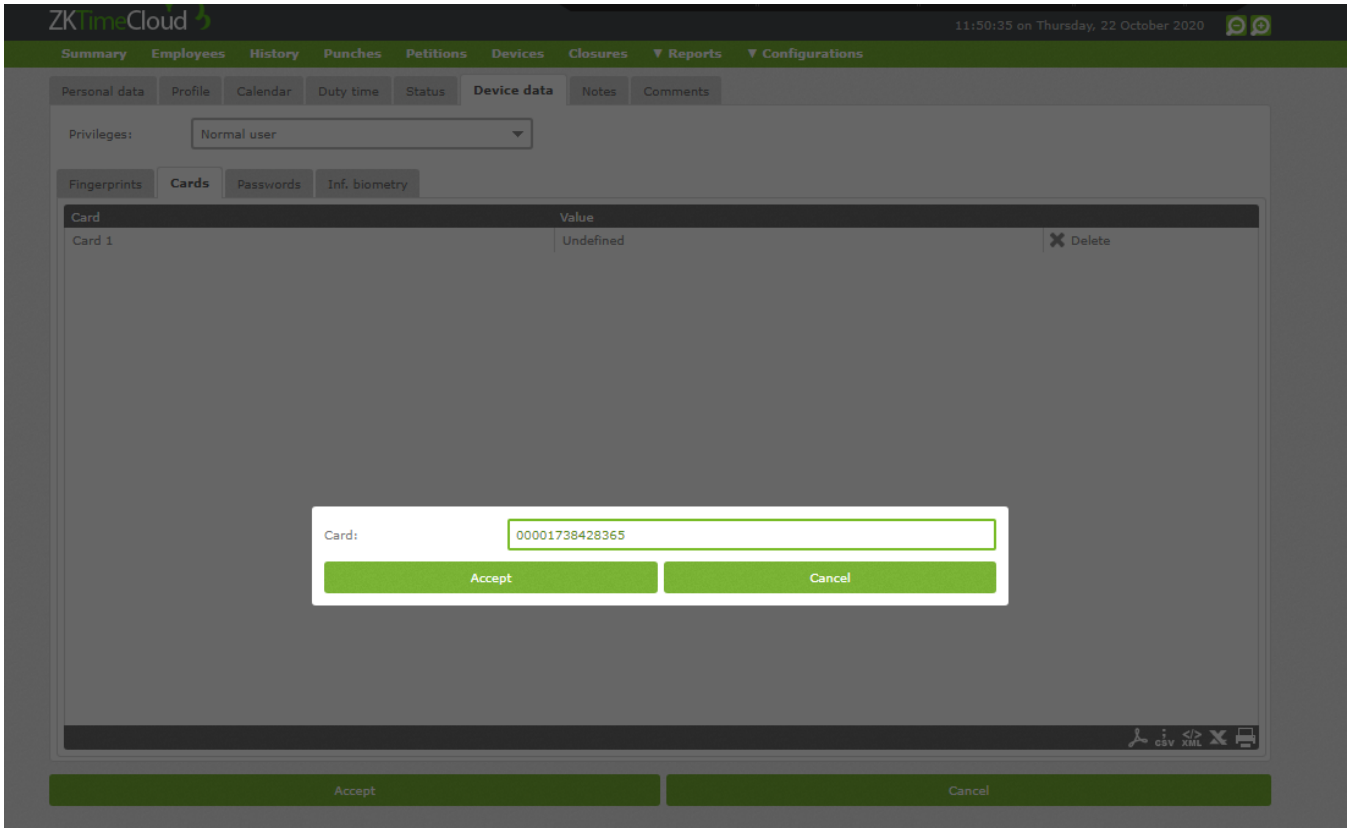
3. Activate QR code in TD Terminal and GoTimeCloud

The steps to register a QR code to a registered user:

STEP 1: Go to the Employees/Device data /Cards



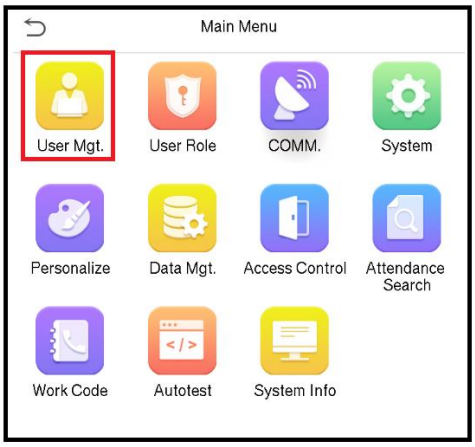
STEP 2: Add the card number associated to the QR code (only numbers and up to 18 integers to ensure that the terminal does not truncate the value when reading the QR)



STEP 3: We check that the APP version (https://empresa.yourtimecheck.com/mobile) has correctly created the QR associated to the previous employee.

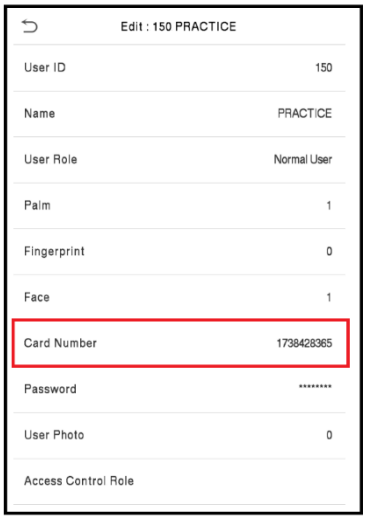
After the above, we will check that the terminal is completely synchronized, and we will enable the verification by QR

STEP 4: Go to **User Mgt**

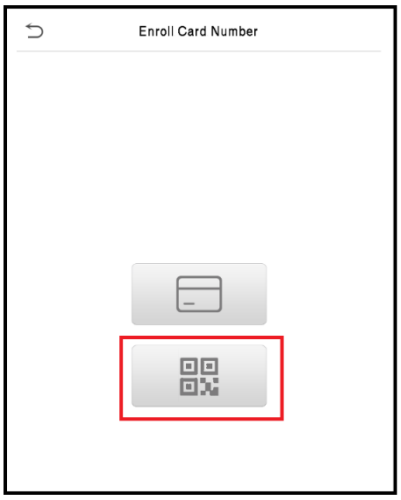


STEP 5: Go to **All users** and select the one you want to edit

STEP 6: Go to **Card Number**



Step 7: Select QR and present to the terminal (by means of a cell phone) the code that needs to be registered (NOTE: in case of registering directly the QR in the terminal it would not be necessary to load it previously in the cloud platform).



NOTE: If you have a third party QR code, it is recommended to perform a reading on the terminal beforehand to check that the information read corresponds to that stored in the QR (respecting the recommendations of Step 2 above).

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