

Settings > General

The screenshot shows a web browser window with the URL <https://trackmytime.com/uattend/>. The page title is "Setup: Processing Point Inc". The uAttend logo is at the top center. The page header includes "Processing Point Inc" and the date/time "Thu Dec 02 2010 - 10:06 PM PST". Navigation links for "Help Wiki", "Support", "Account", and "LOGOUT" are on the right. A user menu shows "Andrew Newby". A navigation bar contains "Home", "Settings", "Departments", "Users", "Timecards", "Summaries", and "Who's In". The "SETTINGS" section has sub-tabs: "GENERAL", "PAYPERIOD", "TIMECLOCKS", "IP ADDRESSES", "CALLER IDs", "HOLIDAYS", and "EXPORT". The "GENERAL" sub-tab is active, showing a table of settings.

GENERAL		
HOUR FORMAT	Standard (1-12 AM/PM)	EDIT
MINUTE FORMAT	Standard (:01-:59)	EDIT
WEB NOTICE (All Users)		EDIT

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Settings > Pay Period

The screenshot shows a web browser window with the URL <https://trackmytime.com/uattend/i>. The page header includes the uAttend logo, the company name "Processing Point Inc", the current date and time "Thu Dec 02 2010 - 10:09 PM PST", and navigation links for "Help Wiki", "Support", "Account", and "LOGOUT". A user profile for "Andrew Newby" is visible in the top right.

The main navigation menu contains: Home, Settings (active), Departments, Users, Timecards, Summaries, and Who's In.

The "SETTINGS" section is active, with sub-menus for GENERAL, PAYPERIOD (active), TIMECLOCKS, IP ADDRESSES, CALLER IDs, HOLIDAYS, and EXPORT.

The "PAY PERIOD" configuration table is as follows:

PAY PERIOD		
PAY PERIOD	SEMI-MONTHLY	EDIT
WORKWEEK STARTS ON	SUNDAY of each week	EDIT
PERIODS START ON	1st and 16th of each month	EDIT

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Settings > Time Clocks

The screenshot shows a web browser window with the URL <https://trackmytime.com/uattend/>. The page title is "Timeclocks: Processing Point ...". The uAttend logo is at the top center. The user is logged in as "Andrew Newby". The navigation menu includes Home, Settings, Departments, Users, Timecards, Summaries, and Who's In. The "Settings" section is active, and the "Timeclocks" sub-section is selected. The page displays a table of timeclocks with columns for Device ID, Name/Location, and Timezone. There are also links for "EDIT" and "[x]" for each row. A note at the bottom states: "PLEASE NOTE: Each uAttend account is licensed for two (2) uAttend Timeclocks. For each additional Timeclock associated with your account, there will be a fee of \$10.00 per month." The footer contains the copyright notice: "Copyright © 2010 ProcessingPoint. All rights reserved."

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Thu Dec 02 2010 - 10:10 PM PST

Home Settings Departments Users Timecards Summaries Who's In Andrew Newby

SETTINGS

GENERAL PAYPERIOD TIMECLOCKS IP ADDRESSES CALLER IDs HOLIDAYS EXPORT [ADD TIMECLOCK](#)

	DEVICE ID	NAME/LOCATION	TIMEZONE	
1	CB1000-9T7VW6SN	New FW	(GMT -05:00) Eastern	EDIT [x]
2	CB1000-A6TU9MKR	New Jersey	(GMT -08:00) Pacific	EDIT [x]
3	CB1000-E1N8G4GF	Conference Room	(GMT -08:00) Pacific	EDIT [x]
4	CB1000-WFT2WFH8	Home Office	(GMT -08:00) Pacific	EDIT [x]
5	CB2000-Z4V49CZ4	Buckmaster Office	(GMT -08:00) Pacific	EDIT [x]

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Settings > IP Addresses

The screenshot shows a web browser window with the URL <https://trackmytime.com/uattend/i>. The page title is "IP Security: Processing Point Inc". The uAttend logo is visible at the top. The user is logged in as "Andrew Newby". The navigation menu includes "Home", "Settings", "Departments", "Users", "Timecards", "Summaries", and "Who's In". The "Settings" section is active, and the "IP ADDRESSES" sub-section is selected. A table lists two IP addresses: "68.169.X.X" (Neil's Office) and "107.168.X.X" (Sample IP). Each entry has a "[x] Delete" link. The footer contains the copyright notice: "Copyright © 2010 ProcessingPoint. All rights reserved."

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Home Settings Departments Users Timecards Summaries Who's In Andrew Newby

SETTINGS

GENERAL PAYPERIOD TIMECLOCKS IP ADDRESSES CALLER IDs HOLIDAYS EXPORT ADD IP ADDRESS

	IP ADDRESS	NAME	
1	68.169.X.X	Neil's Office	[x] Delete
2	107.168.X.X	Sample IP	[x] Delete

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Settings > Caller ID's

The screenshot shows a web browser window with the URL <https://trackmytime.com/uattend/i>. The page title is "Callerids: Processing Point Inc". The uAttend logo is visible at the top. The user is logged in as "Andrew Newby". The navigation menu includes "Home", "Settings", "Departments", "Users", "Timecards", "Summaries", and "Who's In". The "Settings" menu is expanded, showing sub-menus: "GENERAL", "PAYPERIOD", "TIMECLOCKS", "IP ADDRESSES", "CALLER IDs", "HOLIDAYS", "EXPORT", and "ADD CALLER ID". The "CALLER IDs" sub-menu is selected, displaying a table with two entries:

	CALLER ID	NAME	
1	800-518-8925	uAttend	[x] Delete
2	423-635-4855	Sample CID	[x] Delete

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Settings > Holiday's

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Home Settings Departments Users Timecards Summaries Who's In Andrew Newby

SETTINGS

GENERAL PAYPERIOD TIMECLOCKS IP ADDRESSES CALLER IDs HOLIDAYS EXPORT ADD HOLIDAY

	DATE	HOLIDAY NAME	PAID HOURS	
1	Aug 10 2010	Holiday	8.00	[x] Delete
2	Nov 25 2010	Thanksgiving	8.00	[x] Delete

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Settings > Export

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Thu Dec 02 2010 - 10:18 PM PST

Home Settings Departments Users Timecards Summaries Who's In Andrew Newby

SETTINGS

GENERAL PAYPERIOD TIMELOCKS IP ADDRESSES CALLER IDs HOLIDAYS EXPORT

SUMMARY EXPORT PREFERENCE & PAYCODE HEADERS

EXPORT PREFERENCE	Execupay <input type="button" value="Save"/>	CANCEL
CLIENT NUMBER	ProcessingPoint	EDIT
REGULAR HOURS	QuickBooks	EDIT
OVERTIME 1 HOURS	Paychex Preview	EDIT
OVERTIME 2 HOURS	SurePayroll	EDIT
VACATION HOURS	Payroll 1	EDIT
HOLIDAY HOURS	Millenium	EDIT
SICK HOURS	Execupay	EDIT
OTHER HOURS	ADP	EDIT
	Staffing	EDIT

PLEASE NOTE: Each uAttend account is licensed to use CSV or ProcessingPoint export preferences. For all other export choices, there will be a fee of \$5.00 per month