

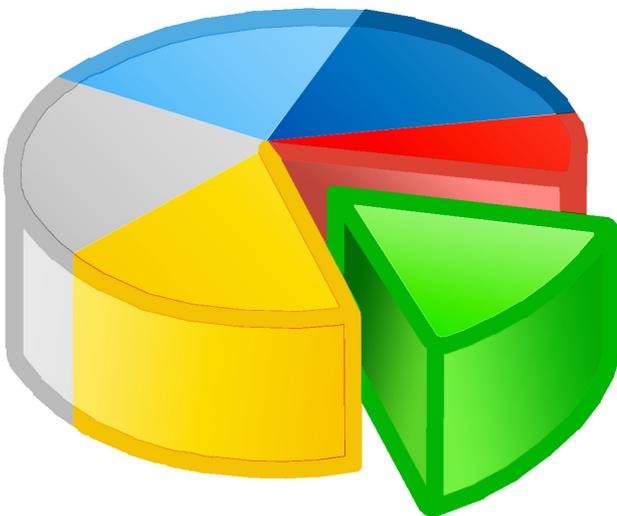


worktimer

Getting started

Setting up the toolbar software

(for the system administrator)



About this document

This document describes how you can install the WorkTimer toolbar software in your business environment.

This document is technical in nature: it describes a number of technical aspects of WorkTimer which are more relevant for ICT staff than end-users.

Installation in your (network) environment

Simply install the toolbar in order to use WorkTimer. To accomplish this all you have to do is copy the program and its local database to your workstations or network location.

You will receive a personal download link via e-mail while registering for WorkTimer. Depending on your operating system (Mac OS or Windows) you download either an *.app* or an *.exe* file.



Windows Users

The *.exe* file you download contains a brief installation procedure. You can select in which location you want to install WorkTimer. After unpacking the toolbar you can double-click 'worktimer.exe' in the target folder to launch it.



VISTA/Windows 7 Users: By default, programs since Windows Vista/7 no longer have write access in folder 'c:\program files'. Because of this, WorkTimer won't work if you install it in this folder. Use a different (network) folder with write privileges so WorkTimer can function without any problems.



Mac OS Users

Installation is just running the *.app* file. The WorkTimer toolbar does not require any additional installation. Placing the WorkTimer executable in a folder or network folder is all it takes to start using WorkTimer.

The files should be placed at a location on the computer/network where the employee has write permissions. It is a good practice to automatically launch WorkTimer if an employee logs in. This requires placing a shortcut in the 'start menu' under the 'Startup' section (Microsoft Windows).

WorkTimer works 'out of the box', without the need for any registry values or installation of *.DLL* libraries. The next time WorkTimer is started, it will setup itself and the application is ready for use.

System requirements

The WorkTimer toolbar is available for two major operating systems: Microsoft Windows® en MacOS X®. This makes the product applicable in almost 98% of all business environments. The online components of WorkTimer work on all computers/devices with a web browser and an internet connection.



The following operating systems are supported:

- Windows XP
- Windows Vista
- Windows 7
- Windows 8
- MacOS X, both Intel and PowerPC

The requirements on the hardware are very limited due to the light nature of the application: the program uses up to 6 MB during stopwatch time registration. The CPU activity is negligible: less than 1% while sending a data packet (Intel Core 2DUO 2,4 GHz, Windows 7). In idle state the processor use is nearly zero. This way, the resources of your workstations are available for your business critical applications.

Offline mode

If the toolbar, for whatever reason, cannot connect to the remote WorkTimer server, the information is temporarily stored in a local database. The offline recorded work time will be synchronized as soon as the internet connection is available again. WorkTimer automatically switches to offline mode when necessary.

