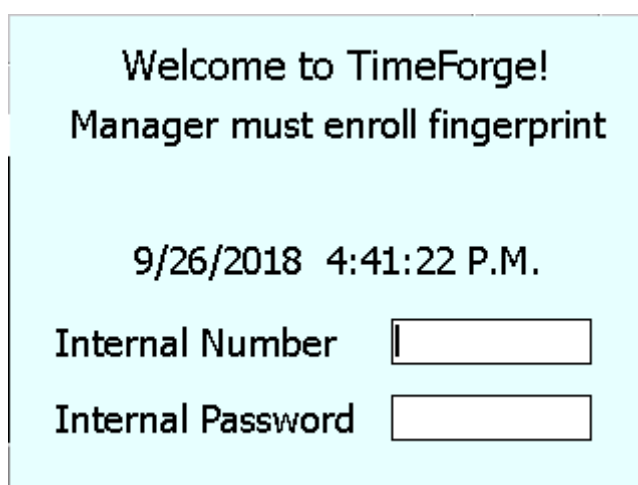


Locate the IP address of the Biometric TimeClock

Knowing the IP address of the TimeClock is an important step when trying to diagnose or troubleshoot common issues. This guide will show you how to locate the IP address of the TimeClock.

Log into the TimeClock

A screenshot of the TimeForge login interface. The background is light blue. At the top, it says "Welcome to TimeForge!" and "Manager must enroll fingerprint". Below that is the date and time "9/26/2018 4:41:22 P.M.". There are two input fields: "Internal Number" and "Internal Password", each with a white rectangular box next to it.

Welcome to TimeForge!
Manager must enroll fingerprint

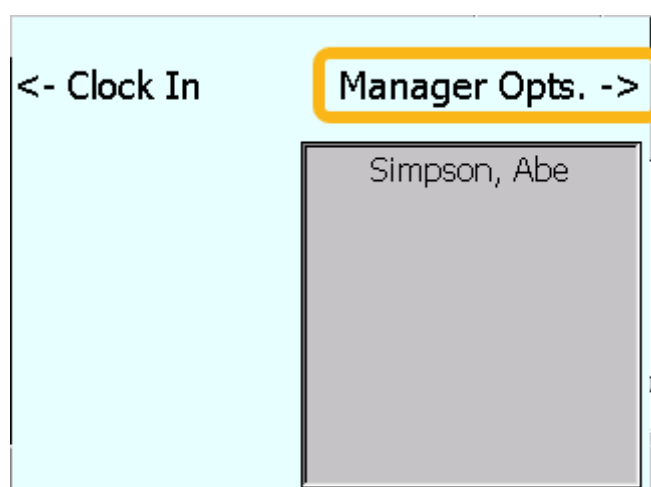
9/26/2018 4:41:22 P.M.

Internal Number

Internal Password

Log into the TimeClock using either your fingerprint or internal number and password.

Go to Manager Options

A screenshot of the TimeForge Manager Options screen. The background is light blue. On the left, there is a button labeled "<- Clock In". On the right, there is a button labeled "Manager Opts. ->" which is highlighted with a yellow border. Below the "Manager Opts. ->" button is a grey rectangular box containing the text "Simpson, Abe".

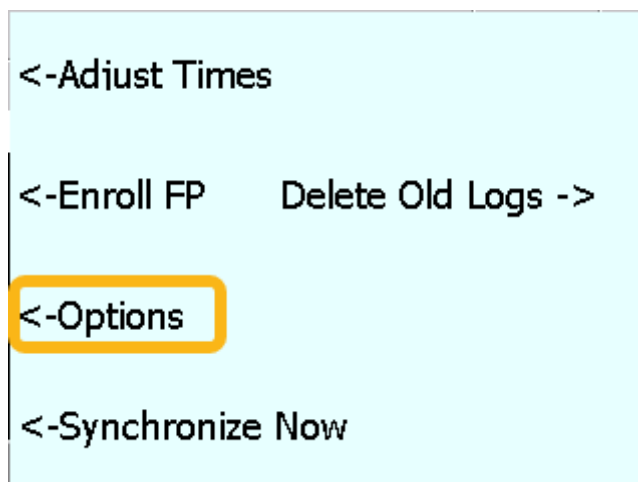
<- Clock In

Manager Opts. ->

Simpson, Abe

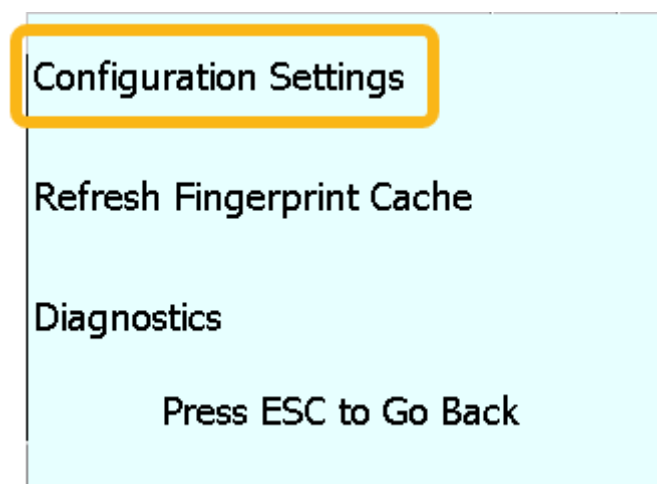
Click on **Manager Opts.** in the menu.

Go to Options



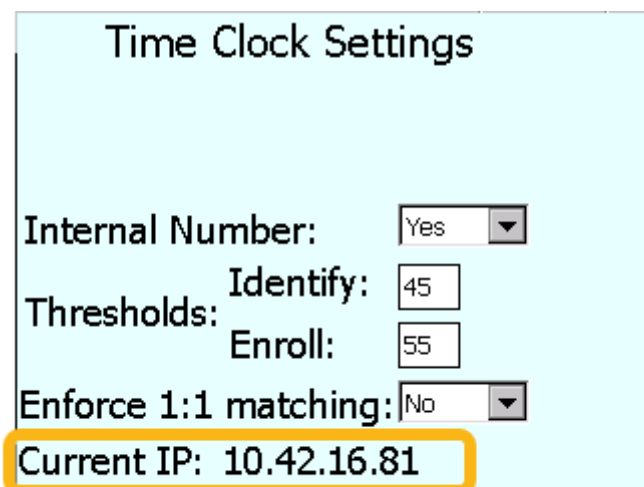
Now click on **Options**.

Go to Configuration Settings



Now click on **Configuration Settings**.

Find the IP on the TimeClock Settings screen



The screenshot shows a light blue screen titled "Time Clock Settings". It contains several configuration options: "Internal Number:" with a dropdown menu set to "Yes"; "Thresholds:" with sub-options "Identify:" (45) and "Enroll:" (55); "Enforce 1:1 matching:" with a dropdown menu set to "No"; and "Current IP: 10.42.16.81". The "Current IP" line is highlighted with a yellow rectangular border.

This will bring you to the **TimeClock Settings** screen. Look for **Current IP** toward the bottom: this is the IP address for the TimeClock.

To get back to the **Welcome Screen**, just push **ESC** until you see that screen.