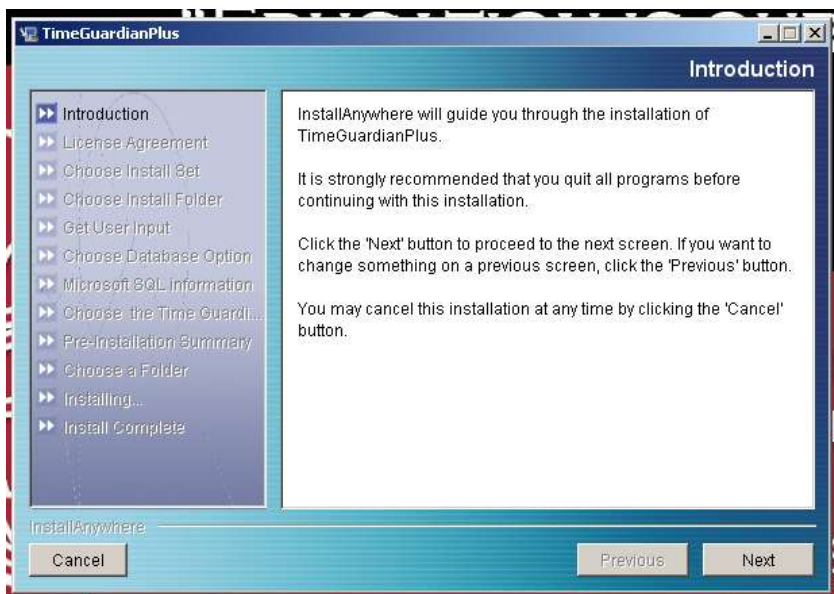


Time Guardian client PC install instructions

SYMPTOMS: FAILED TO AUTHENTICATE CLIENT IN ASA SERVICE. CHECK IF ASA SERVICE IS RUNNING"

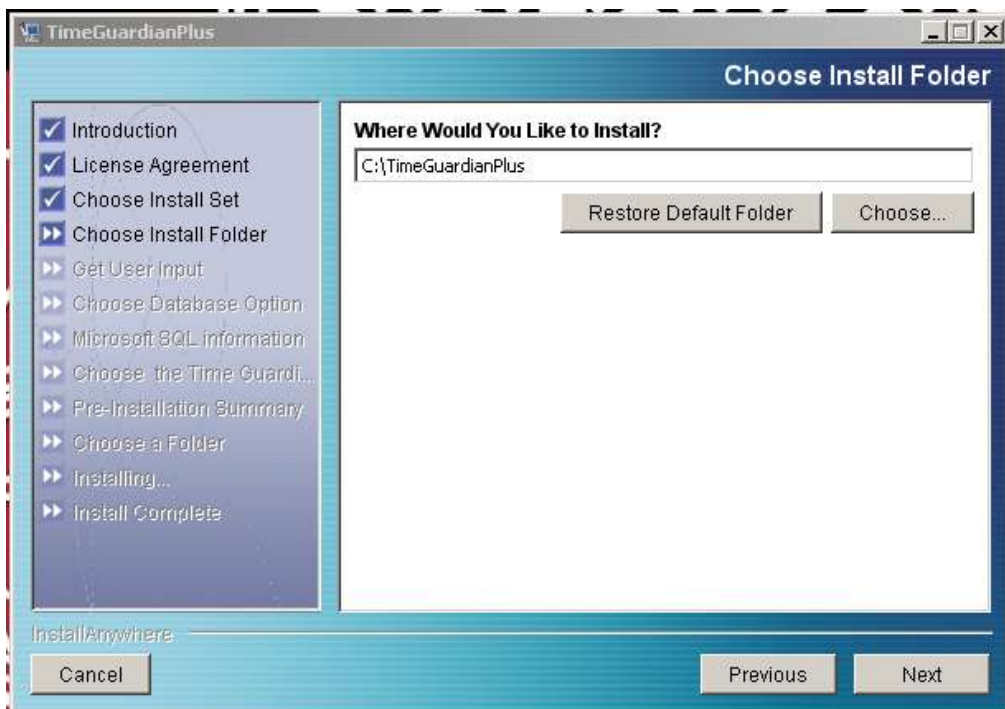
- 1) Share the time guardian server directory with full control rights to all remote user clients
 - a. Note: With active directory, Add user to the correct AD OU, if an admin the "TimeAdmin" or if a standard user add to the "TimeUser" OU.
- 2) For preparation to a client install, you may take note of the UNC path share location of the time guardian server directory
 - a. Note: optional, Map a network drive using "**S**" as the drive letter to [\\server\TimeGuardian](#) folder
- 3) Insert install CD and run install, click next.



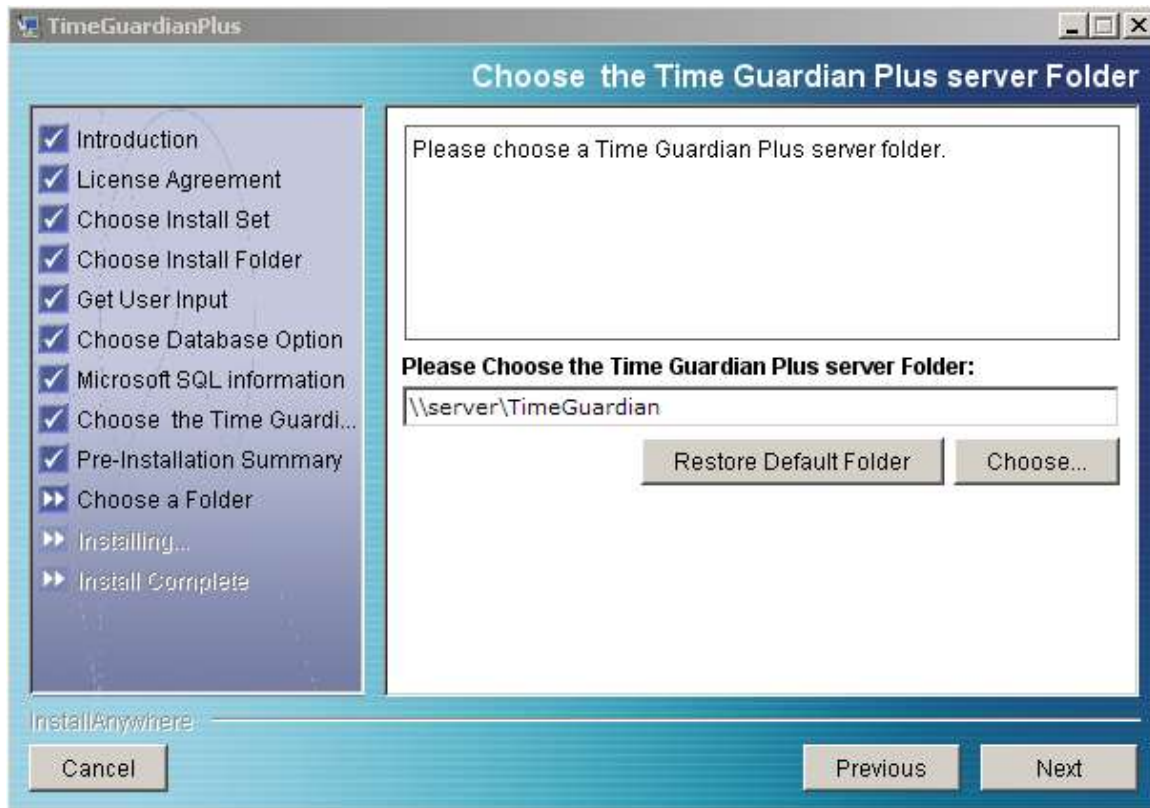
- 4) Check the "I accept" of the terms and conditions page and click next.
- 5) Choose the Client button and click next



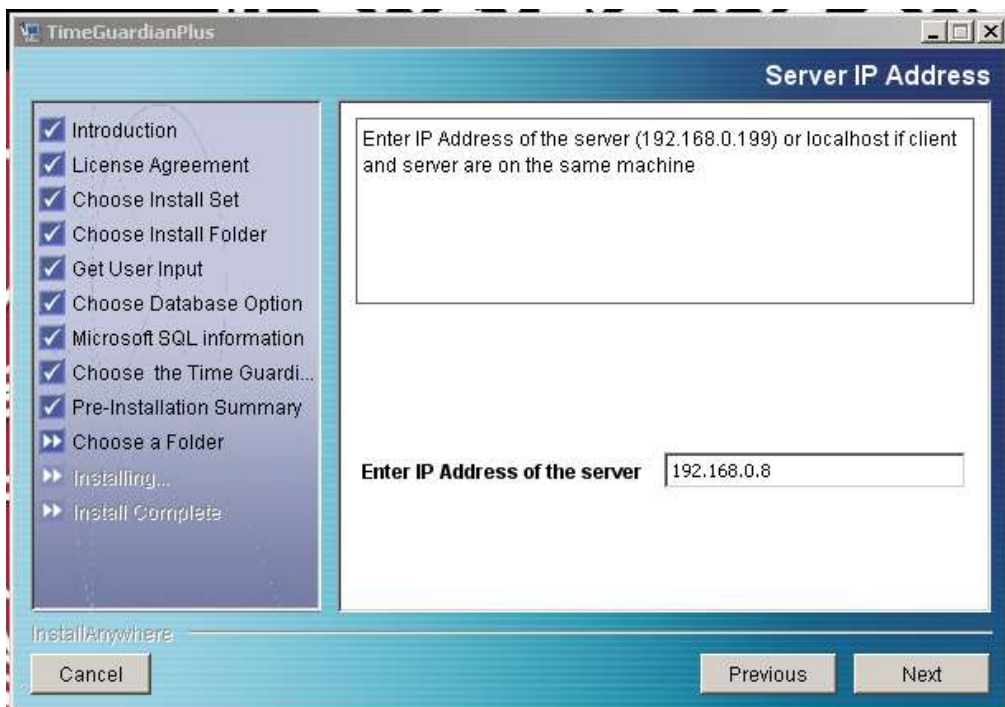
6) Accept the default folder for the install location and click next.



- 7) Supply the UNC path or mapped drive
- Note: Ensure the correct drive is selected by clicking on choose and picking drive "S" that should be mapped to [\\server\TimeGuardian](#), then click next.



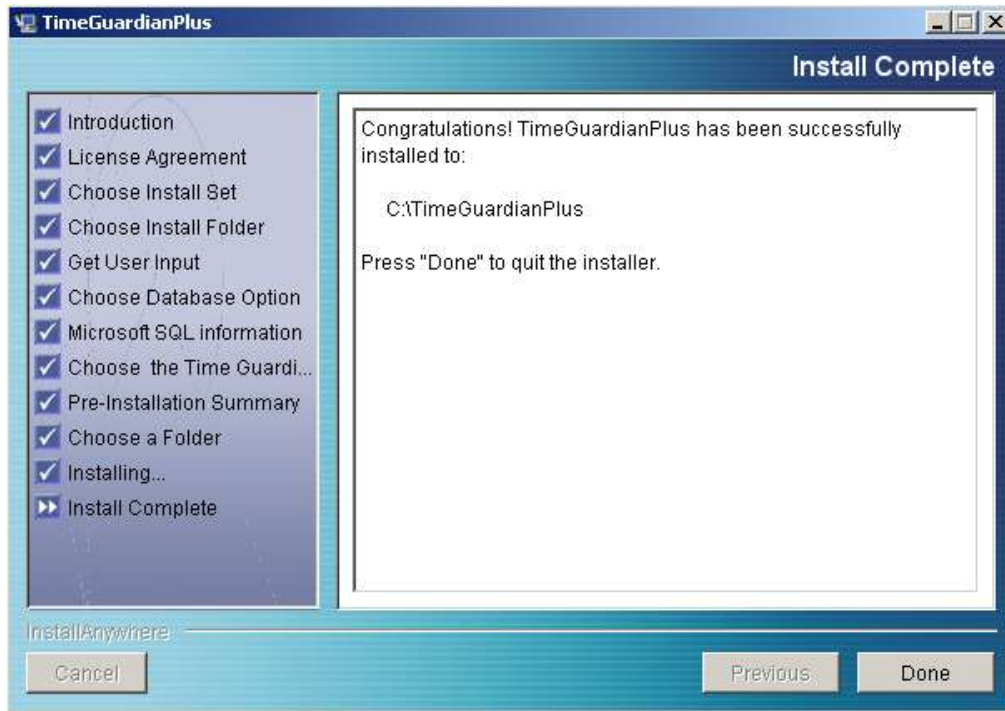
- 8) Verify the correct IP for the server is shown, for example: 192.168.0.8, then click next.



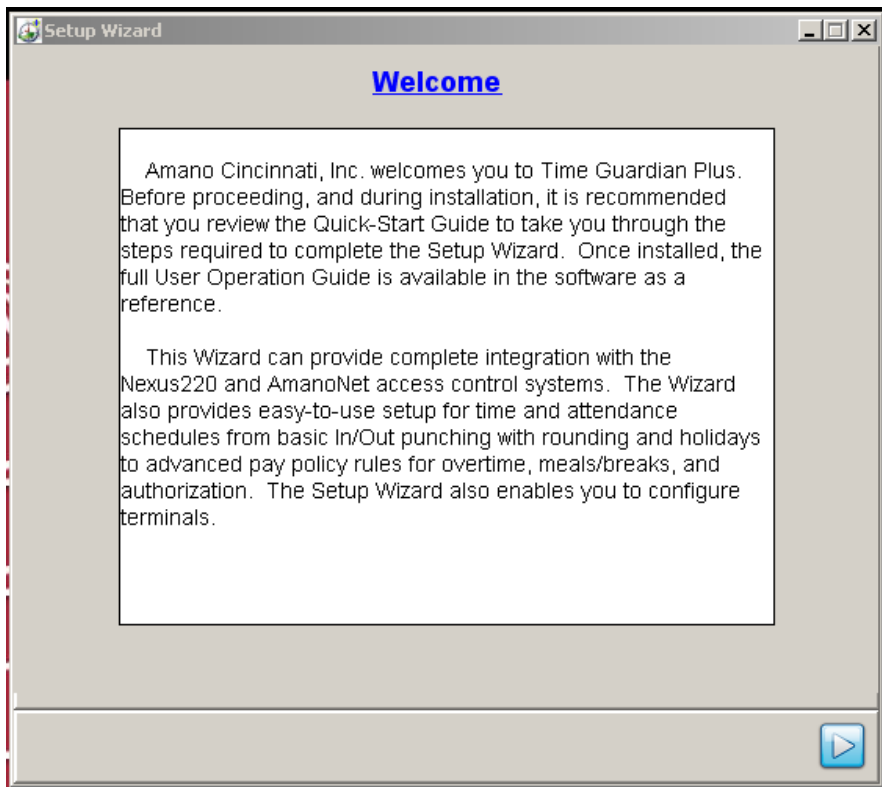
- 9) Review the summary task screen and make any corrections need, if ok, then click the “Install” button.



- 10) During the install the software will attempt to install the “Quickbooks” components, DO NOT INSTALL, WE DO NOT USE QUICKBOOKS.
- 11) It will also attempt to install “Adobe Reader”. That is already installed on the PC so it also not required.
- 12) Click “Done” once the install is complete.

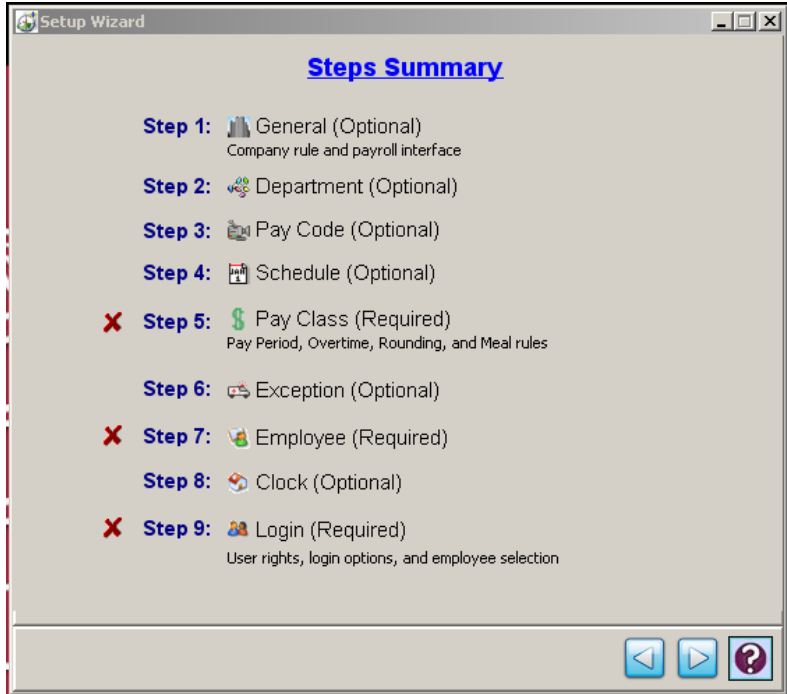


13) After installation you will see a welcome screen for the application, click on the blue arrow in the bottom right-hand corner



14) This is the summary screen to show the upcoming setup steps, click the right arrow

To continue the setup.



15) After the summary screen it will take you to a company setup page. This is where the company parameters are defined.

Setup Wizard

Step 1: General Setup

Define your Company profile

Company

Do you want to integrate Access Control?

☒ No

☐ Yes

Access Control

Do you want to send employee hours to your payroll software?

☐ No

☒ Yes

ADP DOS