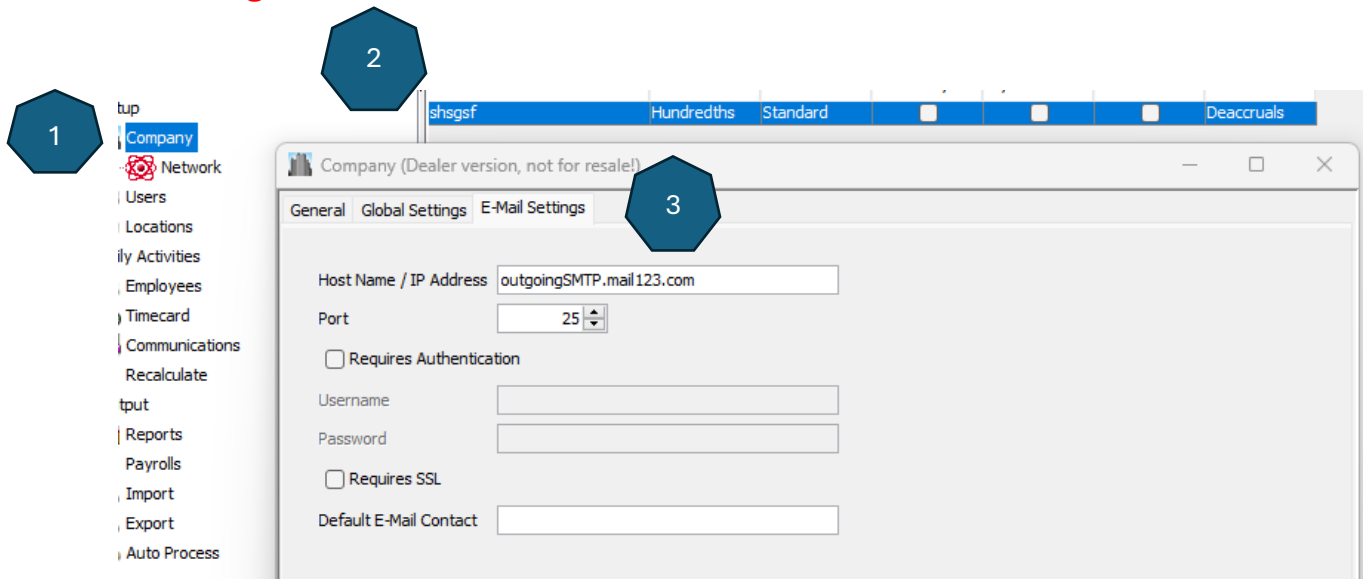
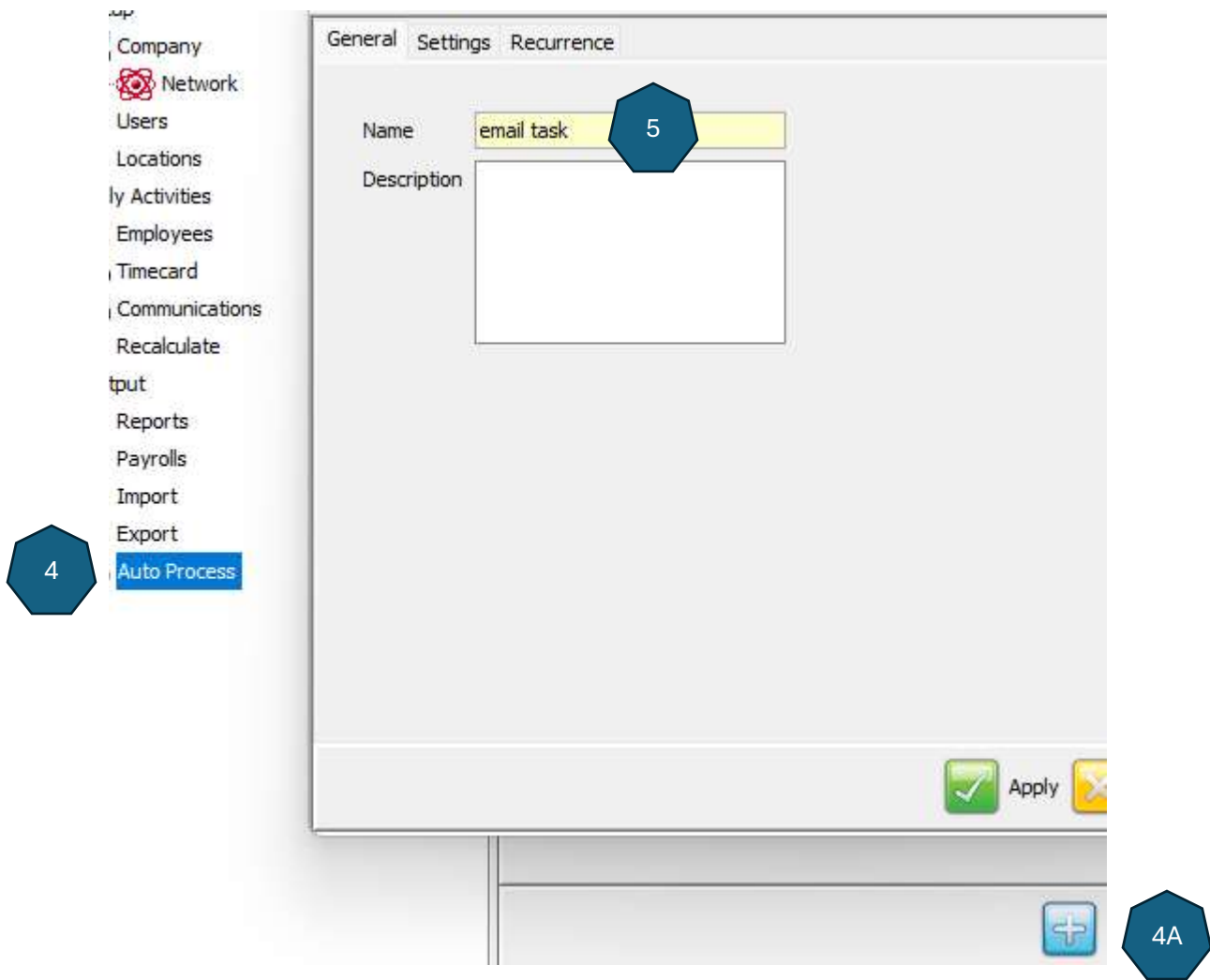


# TG6 – emailing reports

Warning: No Outlook or Gmail, No 2 factor authentication



Open company, company name, then email tab



Click auto process, plus sign, set name

Auto Process (version, not for resale!)

General Settings Recurrence

Process Type

☒ Report ☐ Communications ☐ Import ☐ Export ☐ Synchronize Access Control

Report Time Card Detail

Output Path c:\timeguardian\myemailreport.pdf

☐ Keep file

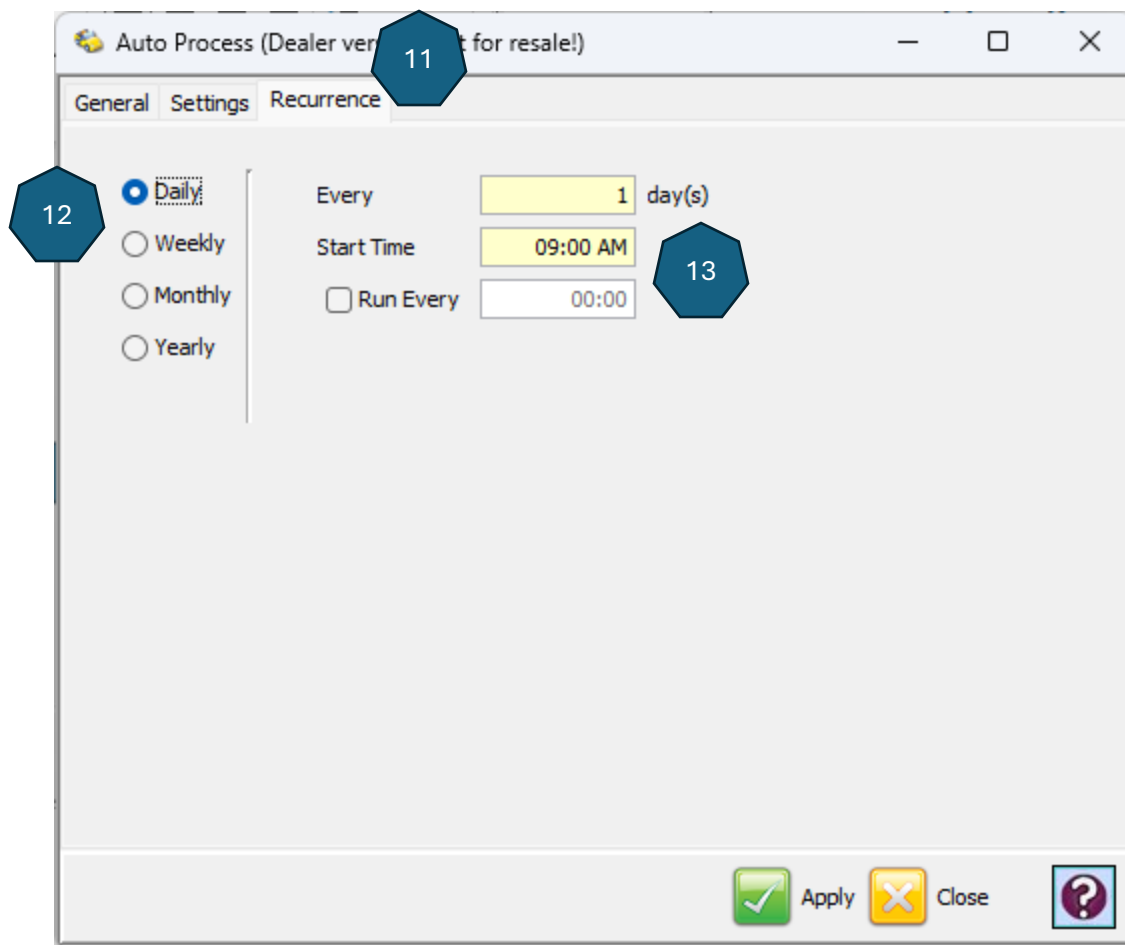
☐ Send to printer

☒ Send E-Mail

From me@me.com

To ... mypal@me.com

Apply Close



You may need to adjust the time for the task 5 minutes ahead and wait for the email to send to you