

## Maryland DPSCS – TimeClock Plus – WebClock for View Only role:

URL: <https://145355.tcpluondemand.com/app/webclock/#/EmployeeLogOn/145355/1>

This portal is for **active DPSCS employee's use**, this is not an identified timekeeper access point. The screen shots displayed below may change as the TCP software is adjusted over time.

For **departed employees no longer with the DPSCS** use the following URL:

<https://sandbox145355.tcpluondemand.com/app/webclock/#/EmployeeLogOn/SANDBOX145355/1>

A screenshot of the TimeClock Plus login interface. At the top, the date "7/12/2023" is displayed in a small grey font, followed by the time "11:13:18 AM" in a large, bold green font. Below the time, there is a "Select Company" dropdown menu with "Maryland DPSCS 1" selected. Underneath this is a "Badge/ID Number" input field with a red border. At the bottom of the form is a button labeled "Log On To Dashboard".

7/12/2023  
**11:13:18 AM**

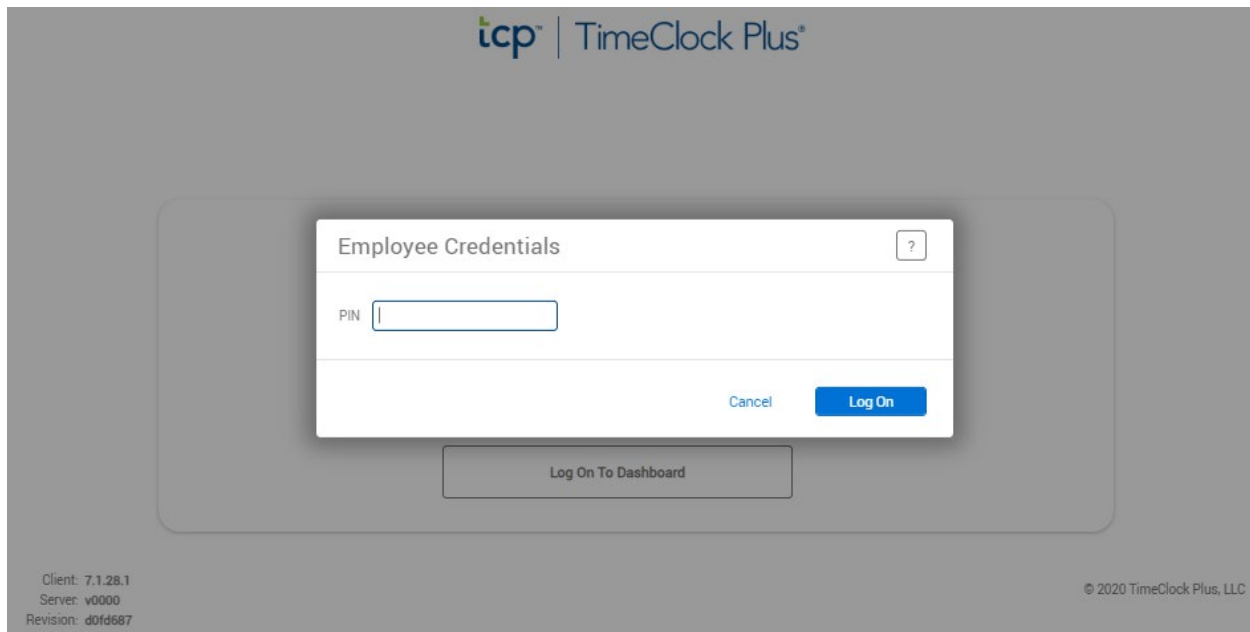
Select Company

Badge/ID Number

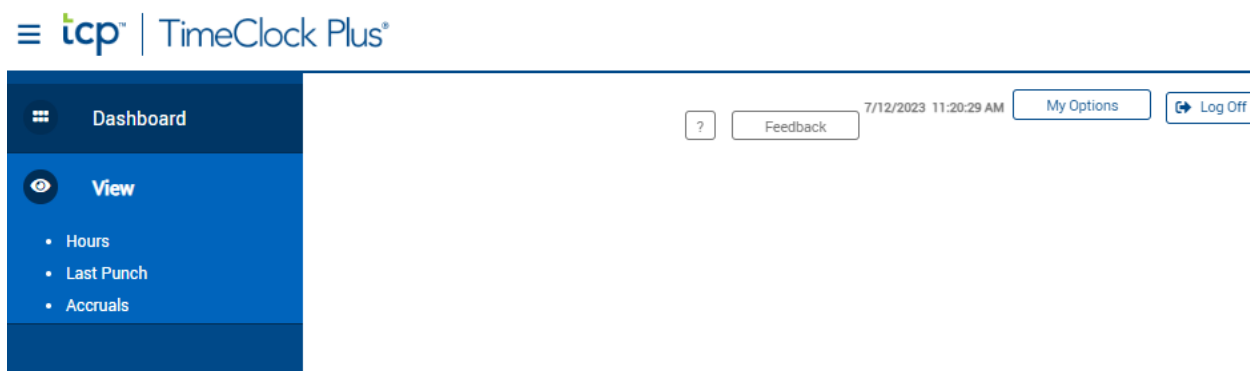
Client: 7.1.28.1  
Server: v0000  
Revision: d0fd687

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When an employee has reached this website they will need to enter their Workday number without the leading W in the Badge/ID Number field, and then click on the “Log On To Dashboard” button.



The next screen will show a request for the employee's credentials or PIN, this is the last 4 of their social as pulled from Workday.



Once the Log On has been completed the employee will be presented with a screen showing several options.

- Hours – shows the current time captured by TCP going back one period at a time to when the employee began using TCP or were part of the Go Live groups in 2017
- Last Punch shows the last punch an employee made
- Accruals show hours in the employees accrual banks in TCP that are updated every two weeks after the close of a pay cycle