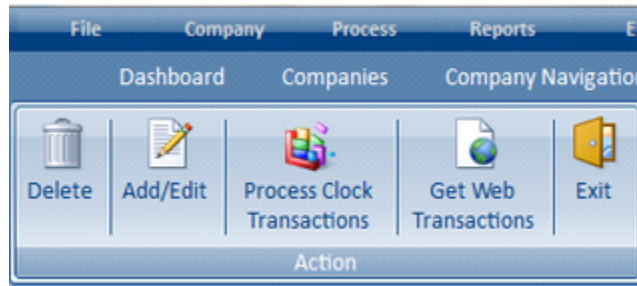


- **SwipeClock Integration**

The SwipeClock integration is available for Employer OnDemand and Employer on the GO. For more information on signing up to activate the feature please review the SwipeClock agreement available in the Apex Community. The integration allows the automatic import of transaction and the updating of employee information from Employer OnDemand to SwipeClock

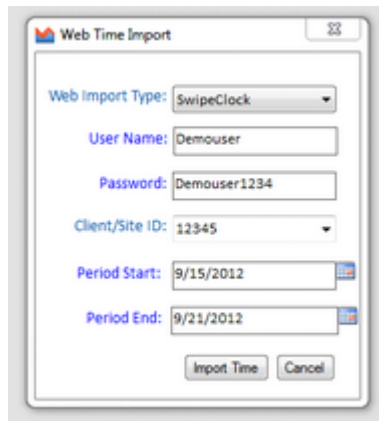
Automatic Import Transactions from Swipeclock

Clients using SwipeClock to track can automatically import their transactions in a detailed format directly into Employer OnDemand's transactions. This new interface with the SwipeClock system can be found in Payroll Transactions. There is a new button in the Action menu called "Get Web Transactions."



In order to have a clean import, please make sure the following items are completed before initiating the upload:

- All Employee IDs in Employer OnDemand match the Employee Codes in SwipeClock
- All transaction errors and/or exceptions have been corrected in SwipeClock
- Clicking the Get Web Transactions button will activate a window that allows the input of information necessary when connecting to SwipeClock



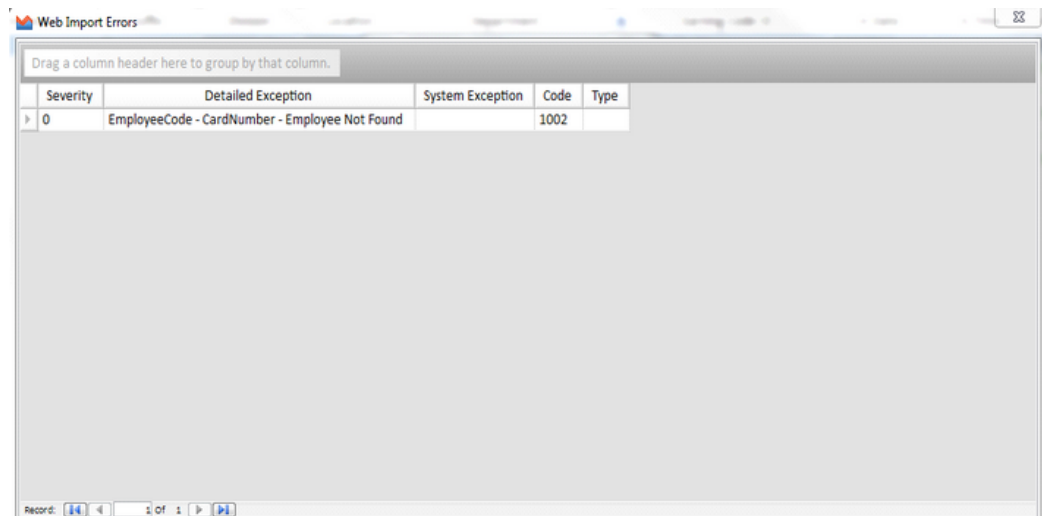
The User Name and Password need to be the same used in the SwipeClock system. If SwipeClock is set up as one of the integrations for the user in Security under Single Sign On Options, the User Name and Password will default from the Security setup. These values can be modified before importing if necessary.

The Client/Site ID is the SwipeClock ID for the company that needs to be imported. This ID can be defaulted in if the company is set up under Global > Time Clock Inventory. To set up a SwipeClock client here, pull in the company name and division/location/department setup (if applicable). Enter the Client/Site ID as the Site ID and make sure to select a type of SwipeClock. If multiple SwipeClock clients are included in a single Employer OnDemand company, all Client/Site IDs will be selectable in the drop down on the Web Time Import window. This ID can also be manually overridden if the ID is not stored in the Time Clock Inventory.

Department	Serial Number	Type	Username	Password
	34380	Swipeclock	Username	Password
00000001 - Main	123456789	Tranz 380	Username	Password

The Period Start and Period End dates will default to the currently open pay period. These dates can be modified if desired.

Once all of the import information is completed, clicking the "Import Time" button will connect with the SwipeClock system and download the detailed transactions automatically into Employer OnDemand. If any errors are encountered in the upload, an error log will be displayed with detailed information about the error.



Automatic Update of Employee Information from Employer OnDemand to Swipeclock

When certain employee information is updated in Employer OnDemand, it will flow to Swipeclock. Please note this is one-way from Employer OnDemand to Swipeclock. If you update information at Swipeclock only, it will not flow to Employer OnDemand.

The following fields will flow from Employer OnDemand to Swipeclock:

○ **General Tab**

Employer OnDemand

Employee ID
Alias ID
Last Name
First Name
Middle Name
Hire Date
Separation Date
Location
Department

Swipeclock

Employee Code
Clock Number Replace
Last Name
First Name
Middle Name
Start Date
End Date
Location
Department

○ **Pay Info Tab**

Employer OnDemand

Job Title

Swipeclock

TitleEmployee Code

○ **Contact Tab**

Employer OnDemand

Phone Number
E-mail

Swipeclock

Phone
Email