

Software Requirements

Single User Installation,
TimeTrax™ Time & Attendance software should not
be installed on server PCs; Pyramid Time Systems
does not support the use of TimeTrax™ software
on a server PC. For Multi User Upgrade, call
888.479.7264 Ext. 1.

Windows 8 or above
prior to software installation

Must be Primary Admin to install the
software.

English
input in English
Regional settings & hardware

IMPORTANT:
Please write down serial #
located on back of terminal #
before mounting.

Write your serial # here:

0PPDLAUBKN12236FFE

What you will need.

TimeTrax™
Proximity Badges (15)
Part #42454

Ethernet
Cable (CAT5)

Power
Supply

Security Bracket
& Key

Mounting
Hardware

TTPROXEK Quick
Start Guide

TTPROXEK
Terminal

What you will need.
Tape Measure
Pencil
Phillips Head
Screw Driver
Power Drill
(Optional)

Contents



Quick Start Guide SIMPLE : SMART®



Call us
888.479.7264 EXT 1



Chat online
pyramidthetimesystems.com



Send us an email
customersupport@ptitime.com



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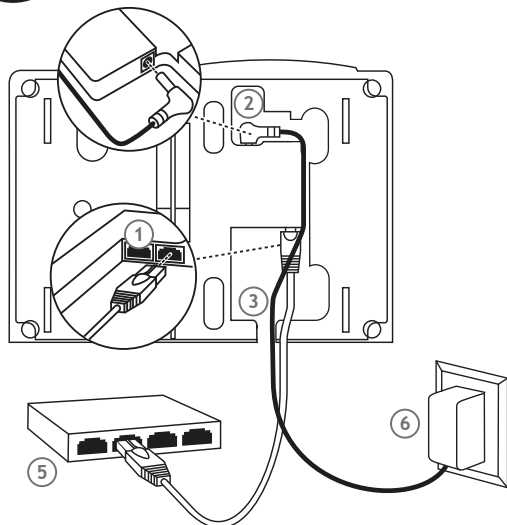
12214 Rev. K

User Guide available at pyramidthetimesystems.com/resources/user-guides
Guía del usuario disponible en pyramidthetimesystems.com/resources/user-guides
Guide de l'utilisateur disponible à pyramidthetimesystems.com/resources/user-guides





Connect Terminal



- 1 Connect either end of RJ45 cable into "ETHERNET" port located on the back of time clock terminal.
- 2 Connect power supply into "POWER" port located in compartment on back of terminal.
- 3 Route the cables through channel at base of terminal.
- 4 Mount terminal (see instructions below).
- 5 Plug free end of RJ45 cable into a DHCP network jack, router or switch.
- 6 Plug power supply into outlet.

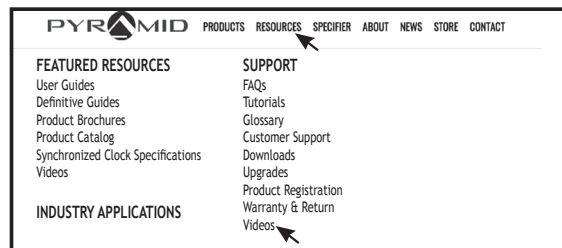


Download TimeTrax™ Software



- 1 Go to pyramidthimesystems.com/v5
- 2 Print and follow instructions on the "DESCRIPTION TAB"

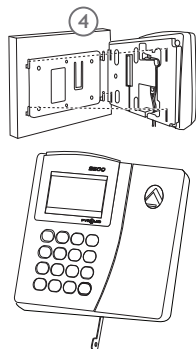
NOTE: *Installation may take 15 minutes or longer.*



- 1 Go to pyramidthimesystems.com/support/videos/timetrax.
- 2 Click on TimeTrax™ Time & Attendance V5 Software/Start-up video.
- 3 Follow set-up instructions.
- 4 Enter Login ID "ADMIN". Enter Password: "PTI". (Note: all Login info is case sensitive)
- 5 To activate time clock, navigate to Clocks/Hardware Manager, click "ACTIVATE" box to claim your time clock.



Mount Terminal



To mount terminal.

- Install mounting bracket using provided mounting screws and drill template. Be sure the four metal tabs are facing upward.
- Additional holes are provided if mounting onto an electrical box.
- Push terminal onto mounting bracket aligning four tabs on bracket with four matching slots on back of terminal. *Be sure to write down the terminal serial number before mounting.*
- Slide terminal downward until locking tab clicks into place. When properly mounted, terminal cannot be removed from the bracket without using the included wall bracket release key to disengage locking tab.
- Cables may be routed through channel at base of terminal or by drilling a hole in the rectangular section of the mounting bracket and through the wall for concealing cables.

To detach terminal.

- Insert key (tab facing outward) into narrow slot located on bottom of terminal to right of cable access cutout.
- Push key all the way up into slot. Key will slide easily until last ½ inch until some resistance from locking tab is felt.
- With key fully pushed into slot, slide the terminal up and off mounting bracket.



Using Time Clock

Wave prox badge within two inches of target area.

If employee badge number is successfully read, the time clock terminal will beep and the badge number will be displayed briefly on terminal screen.

