



2020 Enhancements

➤ Want to know what we've been up to? Take a look.



2020 Enhancements ‘At a Glance’

Enhancement Theme: Usability	
What is it?	What does it do and why is it better?
TCP MobileClock	MobileClock creates a faster, more dynamic solution for the mobile deployment of our software.
Thermal Sensor	<p>The Thermal Sensor was a quick response to the health crisis that gave management enhanced visibility and control over the work environment and employee safety.</p> <p>When combined with the Proximity Badge Reader attachment, TCP delivers a touchless, but still accurate and fast time collection solution.</p>
Expand Multi-Language support with French Translations and localized language pack deployment with ability to import language for users	Provides expanded and more accurate translations with updates being deployed quicker. Importing language preferences expedites the user setup process.
Employees can now set language preference themselves	Empowers the employee to ensure their system suits them best and saves time on the employee setup process.
Update to security provides ability to use employee and user record ID for logging in	Creates a secure and efficient process for employees logging into the system.
Updated security to prevent Clickjacking	Improves security and integrity of the system by preventing hacker-types from hiding malicious links in the software.
Add option to Print Cancelled Requests	Makes our reports even more configurable by adding another display option.
Ability to define user-entry requirements	Empowers organizations to keep user-entry consistent and set required fields for user creation.
Set a default reporting period in Saved Reports	Allows users to create a default period for saved and automated reports, saving time and workflow steps.



Expanded Permissions	Provides even more control of your ability to define what your users can do and see within TCP.
Optimized time sheet and segment sorting	Enhanced default sorting on time sheets and hour segments removing unnecessary workflow steps.
Added calculation for minimum hours in worked week prior to advanced overtime settings calculating	Helps ensure employee overtime pay matches requirements by allowing you to configure prerequisites before employees earn overtime based on Advanced Overtime calculations.
New exception available for setting an active period on Job Codes	Allows users to set and monitor hours in relation to an “active” period for individual job codes. This helps streamline and automate system management.
Period totals included for each employee in Group Hours view	Added breakdown and analysis display when viewing multiple employees’ hours at once.
New label for scheduled leave segments	Increases visibility into schedules for both employees and users.
Added ability to override usage codes for individual FMLA cases	Enhances management ability to comply with FMLA if there happens to be an issue with the case.
Added search bar for employee access filters	Facilitates a more efficient method of assigning employee access filters to users.
Added column for shift notes in Audit Log	Enhances visibility into edits made on employee hours.
Detailed preview on Mass Hours	Prevents mistakes and rework by increasing visibility into the changes a Mass Hours operation will enact.
Users can now filter by employee role	Increases filter capabilities for users in TCP.

Enhancement Theme: **Core Workforce Management**

What is it?

What does it do and why is it better?



Document Management	TCP has partnered with eFileCabinet to deliver secure document storage for organizations. Employee documents can now be stored electronically and linked to the employee profile in our workforce suite.
Accrual caps can now incorporate a variety of rules	Expands the accrual cap functionality to cater to more organizational policies, reducing existing limitations and making the software more configurable to your needs.
Limits on negative accrual balances can be configured	Allows organizations to facilitate negative leave balances while still managing and preventing unlimited negative time.
Timesheets can autofill multiple weeks at a time	Enhances time sheet entry capabilities and facilitates an easier experience by reducing unnecessary data entry.
Added report: User Security Audit	Additional preconfigured report created to give users insight into user security.
Added notification: Employee canceled request	Increases management visibility and awareness of the status for employee requests.
Added: Modular Reports	Empowers organizations to customize their own reports.
Shift schedules can be imported	Streamlines the shift differential process to reduce workflow steps and reduce data entry.

Enhancement Theme: Core Workforce Management – Substitute Management	
What is it?	What does it do and why is it better?
Added feature: Substitute Assignment Manager	Creates a management feature solely dedicated to viewing and managing substitute assignments. This helps ensure the sub assignment process is clear and easily executed by reducing workflow steps and excluding unnecessary information.
Option to group and/or split segments into an assignable group with quick toggle option available.	Consolidates multiple teacher requests for subs into a single sub assignment which reduces workflow steps and enhances sub management efficiency for administrators.
Added header field when grouping substitute assignments	Enhances usability by ensuring clarity when users operate with multiple teaching assignments.



Clicking a group request takes user to substitute assignment manager	Streamlines the substitute management user experience.
An additional sub list can be created to restrict them from getting notified for specific assignments	Enhances notification capabilities to prevent miscommunication. This can help you maintain accurate communication and strong relationships with substitutes.
Filters, sorting options and other view settings will carry over when moving between request manager and Substitute Manager or when editing a request	Optimizes the user experience between similar features in the software.
Option to postpone notification until the teacher's request is approved	Allows management to ensure teacher requests are in order prior to notifying substitutes.
A new assignment grid and templates are implemented into the Substitute Management mobile app	Enhances the substitute mobile experience.
Users can create substitute assignment templates	Facilitates a more efficient substitute assignment process.
Additional post-validation of substitute availability before scheduling	Ensures the only substitutes who are notified of assignments are indeed available to work.
Ability to exclude substitute types when assigning	Enhances substitute management experience by optimizing populated substitute lists so you're sure to assign the right sub to the right subject.