

# Photo Authentication

Last Modified on 02/28/2023 10:06 am MST

## Overview

When photo authentication is on, SpotOn Teamwork will capture a photo at all moments of engagement with the time clock; clock-in, out, and break activity. This feature is only available when you are using SpotOn Teamwork clock-in stations (not when employees are clocking in on the POS). The photos will be automatically attached to the time cards themselves. That way, when managers are editing and approving time punches, they can ensure:

1. There were no buddy punches
2. The employee was dressed and ready for work

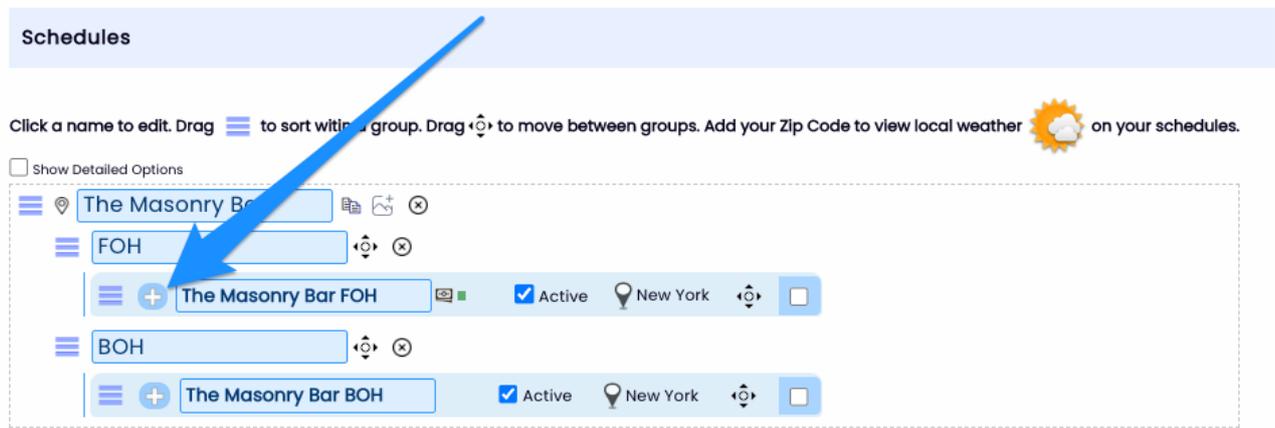
The screenshot displays a time card for a 'Server' employee. On the left, there are two photo thumbnails labeled 'Clock-In' and 'Clock-Out', each featuring a yellow smiley face emoji. Below these is an 'Edit Clock-In' button. To the right of the photos, the card shows: 'Scheduled: 3:30pm 11:00pm' with a 'Length 7.50' indicator; 'Worked: 3:47:57pm 10:37:32pm' with a '6.83' indicator; 'Breaks Expected 0 mins' and 'Total Breaks 0 mins'; and 'Clock-in On-Time'. On the far right, a 'Shift Audit' section lists dates and times: 'Feb 22, 3:07pm EST' (Shift Created from Dialog) and 'Feb 27, 10:37pm EST' (Clock-Out from Teamwork (Kitchen2)), followed by 'Feb 27, 3:47pm EST' (Clock-In from Teamwork (Kitchen2)). At the bottom right, there is a text input field with an 'Update - Employee Visible' button and a '450 chars max' label. At the bottom left, there is a 'Manager Approved' checkbox and a 'Clock-In Verification (Y)' button.

## Configuration

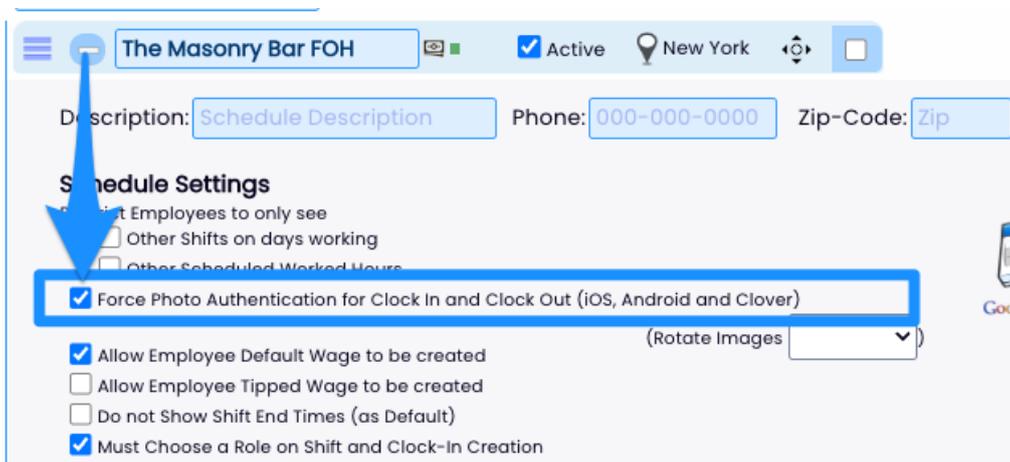
First you must provision a tablet / mobile device / desktop as a clock-in station as detailed in the following support article: <https://support.dolceclock.com/help/setting-clock-in-devices>

Once the Clock-In Station is set up, you are ready to turn on photo authentication.

Navigate to General Settings from the Gearwheel menu, and open schedule settings by clicking the plus (+) sign next to the applicable schedules.



Check the box to "Force Photo Authentication..."



*NOTE: Once engaged, it is important to make sure the app installed on your device has the correct access to the devices Camera.*