1. To use TAS Time Clock on an Android device, you must first be signed into the WSU secure Wi-Fi network.

2. Once signed into WSU Secure, use your preferred web browser to go to weber.edu/tas, and then log in using your username and password.

If you have forgotten your password, you will need to tap, “Forgot your password?” and use Password Self-Service to update your password. If you have further issues, you can contact the IT Support Desk at (801) 626-7777.
3. In TAS Time Clock, the option to clock in will appear.

If you work in multiple departments, a drop down menu will allow you to select the job you are clocking in for.

4. Once the correct department is selected, you can then Clock In.

5. When you need to Clock Out, the same process can be followed to access TAS Time Clock again. The option to Clock Out will now appear.

This screen will also display all of the Clock In and Clock Out times for the entire pay period, as well as the total hours worked during the pay period.
TAS Time Clock Android—Quick Guide

For quick access, the Time Clock app can be saved to the home screen on your Android device.

While in the Time Clock app, tap the button and then select Add to Home Screen.

There will now be an app saved to your home screen that will take you directly to the TAS Time Clock URL.