System Admin

In this section...

- Enabling Mobile
- New Admin Quick Guides Common Articles for New Admins
- Working with Company Documents
- Working With Announcements
- Working With Notifications
- Checking New Hire Notifications and Email Filters
- Preventing and Resolving Locked Accounts
- Re-Sending Employee Welcome Emails
- Configuring Company Assets
- Changing Company Address
- Changing Company Name
- Changing Company Bank Info
- E-Verifying Employees
- Defining Profiles
- How Secure is Wurk?
- Understanding Security Profiles
- Mass Editing Many Records at Once
- Setting Pay Calculations
- Setting Pay Periods
- •

Configuring Recruitment (5)

- Configuring the Applicant Portal
- Configuring the Applicant Profile Tabs and Fields
- Configuring Application Statuses
- Configuring Hiring Stages
- Configuring Communication Templates

Working with Groups (6)

- Understanding Wurk Groups
- Using Wurk Groups
- Providing Group Access
- Adding and Removing Members of Existing Wurk Groups

- Assigning Group Managers
- Creating a New Wurk Group
- Viewing Groups Using Reports

Setting Up InTouch Clocks (3)

- DHCP Configuration | InTouch Clock
- Using Static IP | InTouch Clock
- Using WiFi | InTouch Clock