

Easy Time Clock Help File – Enabling Cookies From Your Browser

I am having trouble with my Company Login not remembering the Company Login name or Employee Name. How can I fix this?

Cookies are files created by websites you've visited to store user information, such as your preferences for the website or profile information. It's important to be aware of your cookie settings because cookies can allow websites to track your navigation during your visits to those websites.

In using Easy Time Clock company login page, our program requires "first party" cookies to be written to your temp folder to remember your company login name and username so that the next time you access your company login page the company name and employee name will be remembered by your computer and automatically filled in.

If you wish not to allow cookies to be stored on your computer in a temp folder, you can [create a short cut to your desk top](#) . When creating a shortcut your company login name and the username is written in the <http://address> so the cookie is not required. By using a shortcut to your desktop, you can access log into your account quickly. Please see how to create a shortcut to your desktop below.

How To Enabling Cookies From Your Browser:

Firefox 2 or 3

1. Click the **Tools** menu.
2. Select **Options**.
3. Click the **Privacy** tab.
4. Select the 'Accept cookies from sites' checkbox.
5. Click the **OK** button.

Internet Explorer 6 or 7

1. Click the **Tools** menu.
2. Select **Internet Options**.
3. Click the **Privacy** tab.
4. Click the **Default** button (or manually slide the bar down to 'Medium').
5. Click the **OK** button.

Safari 3

1. Click the **Safari** menu.
2. Select **Preferences**.
3. Click **Security**.
4. In the 'Accept Cookies' section, select **Always**.
5. Click **OK**.

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Google Chrome

Security settings: Advanced security settings

Google Chrome has security measures in place to help protect you as you browse the Web. Those who want to tweak their default settings can do so:



1. Click the wrench menu .
2. Select **Options**.
3. Click the **Under the Hood** tab

Don't change these settings unless you're sure of what you're doing. You can always click **Reset to defaults** in the Options dialog to clear any changes you've made. Learn more about [default settings](#).

Steps to reset default settings

If you want to clear your custom settings and use Google Chrome's default settings, follow these steps:



1. Click the wrench menu .
2. Select **Options**.
3. Click the **Under the Hood** tab.
4. Click the **Reset to defaults** button.
5. In the confirmation dialog box, verify your selection by clicking the **Reset to defaults** button.
6. Click the **Close** button.

List of default settings

- **Home page:** The New Tab page is set as the home page and displays whenever you start up Google Chrome. The Home button is turned off on the toolbar.
- **Passwords:** Google Chrome offers to save your passwords.
- **Pop-ups:** Pop-up alerts are turned on.
- **Download location:** The default location for new downloads is \Documents and Settings\\My Documents\Downloads .
- **Security and privacy:**
 - All types of mixed content are displayed.
 - All cookies are allowed.
 - Phishing and malware protection is enabled.
 - Smart navigation error suggestions are enabled.
 - DNS pre-fetching is enabled.
 - Address bar suggestions are enabled.

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Adjust cookie settings

To adjust the level of permission for cookies from websites you visit, follow these steps:



1. Click the wrench menu .
2. Select **Options**.
3. Click the **Under the Hood** tab and find the 'Privacy' section.
4. In the 'Cookie settings' drop-down menu, select one of the following:
 - **'Allow all cookies'**
This is the default setting in Google Chrome. This option lets first-party and third-party websites set and receive cookies on webpages you visit. First-party cookies are set by the website you're visiting. Third-party cookies are set by websites that have items embedded in the website you're visiting, such as advertisements, pictures, or videos. When you next visit the website, first-party and third-party cookie information is sent back to the respective websites.
 - **'Restrict how third-party cookies can be used' (RECOMMENDED)**
First-party and third-party cookies can be set by the website you're visiting and websites that have items embedded in the website you're visiting. But when you next visit the website, only first-party cookie information is sent to the website. Third-party cookie information isn't sent back to the websites that originally set the third-party cookies.
 - **'Block all cookies'**
Prevent all cookies from being set by first-party and third-party websites. This will prevent most websites that require you to sign in from working.
5. Click **Close**.

***See how to create a shortcut to desktop on the next page.

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How To Create A Shortcut To Your Desktop?

- Click on the Company Log in link from our website www.easytimeclock.com.
- Type in the company login name and employee name as Admin just created. (Spelled exactly as created)
- Type in the password (case sensitive)
- Click the remember company login name and remember employee name.
- Click Login
- Then log out to view the remembered company login and employee name auto filled in your login page.
- Highlight with your mouse and right click to copy the whole "http://" address from the browser.
- Minimize your screens to get to your desktop.
- Right click on your desktop, select Create New | Shortcut.
- Paste the location "http://" address into the location field,
- Click next,
- Type the shortcut name,
- Click finish.
- Click on the shortcut icon from your desktop to access the company login page instantly.