



SPINSO<sup>®</sup>



Basic edition

# TimeTracker

manage timesheet & approvals

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## Installation Guide (Trial Edition)

Step by step guide for download and installation

# 1 INDEX

## Installation Guide

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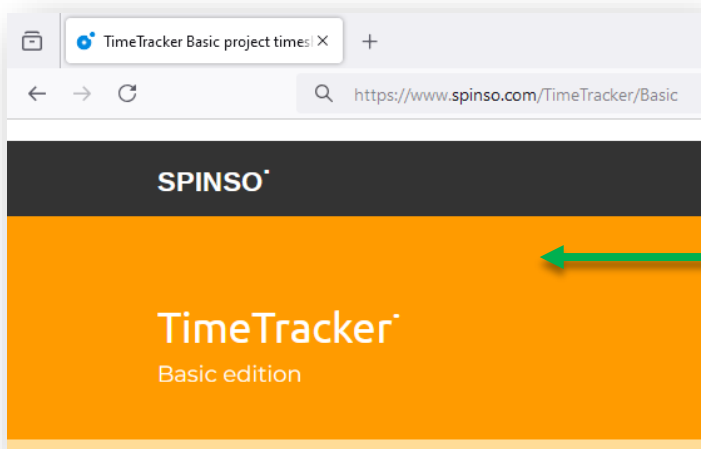
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# 2

# DOWNLOAD

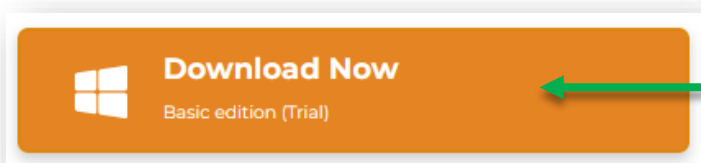
## Prerequisite

- Operating system Windows 11, 10, 8, 7 or Windows Xp.
- Microsoft Dot Net Framework 2.0 (Free Runtime)



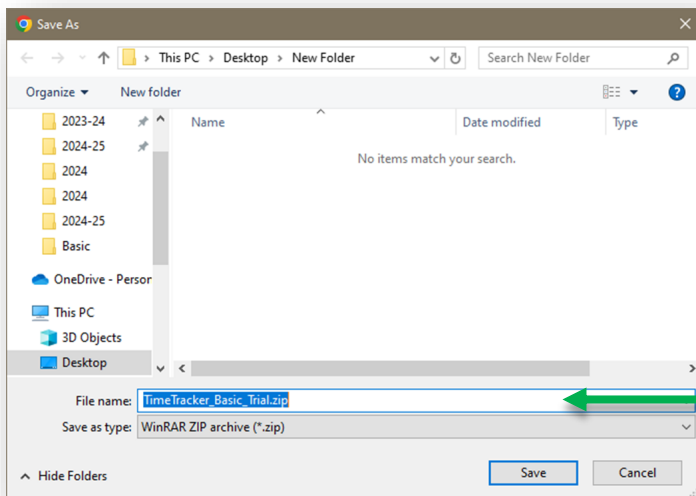
# 1

Go to our website:  
<https://www.spinso.com/TimeTracker/Basic>



# 2

Scroll down to see the download button.  
Click on "**Download now**"



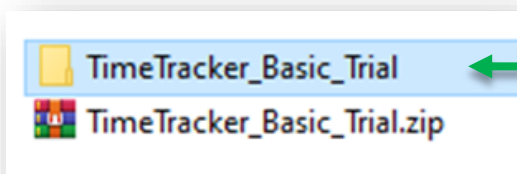
3

Create a New Folder in your PC then **save** the zip file.



4

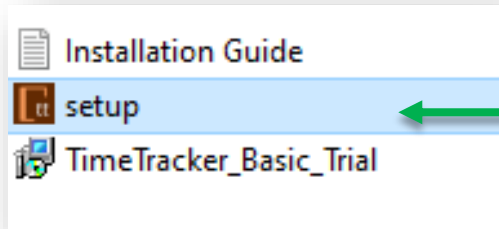
Right Click on the Zip file then **Extract**.



5

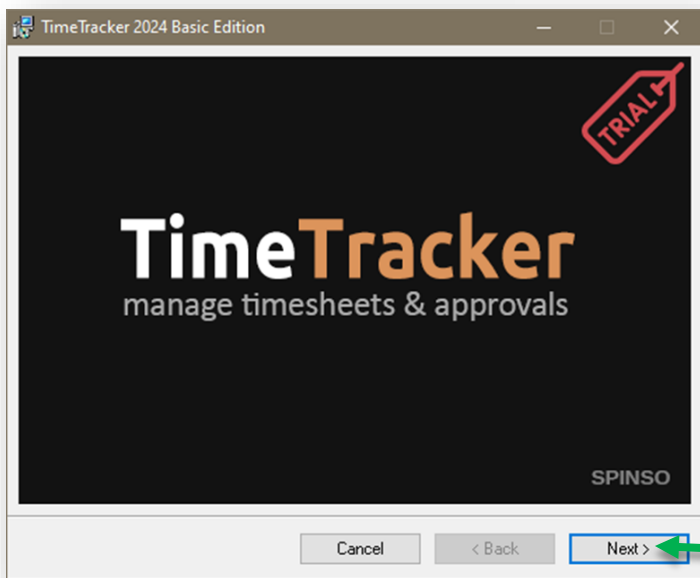
Open the extracted folder **TimeTracker\_Basic\_Trial**  
You will see three files.

# 3 INSTALL



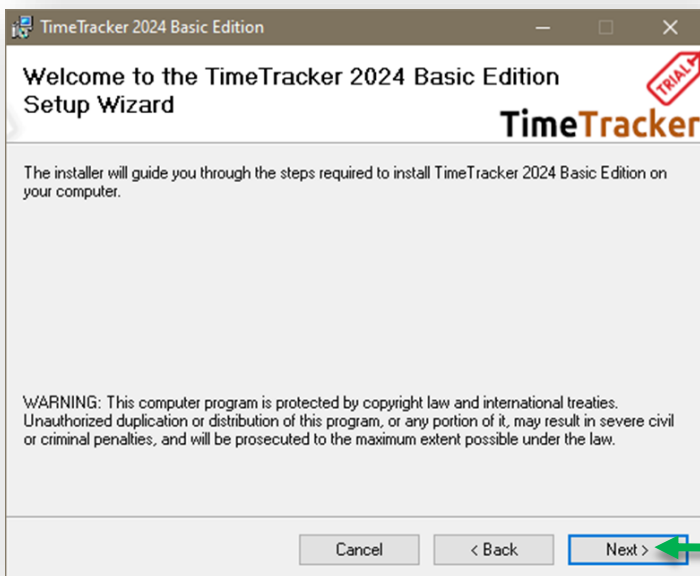
1

Double click on **setup**



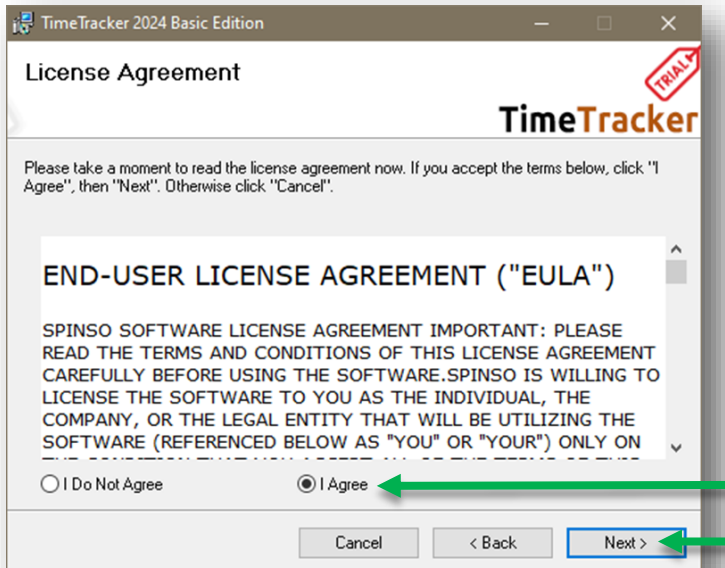
2

Click on **Next**.



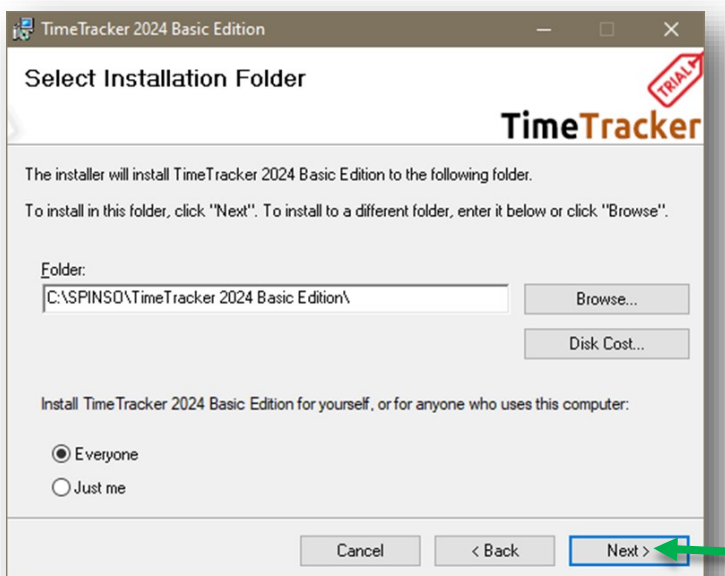
3

Click on **Next**.



4

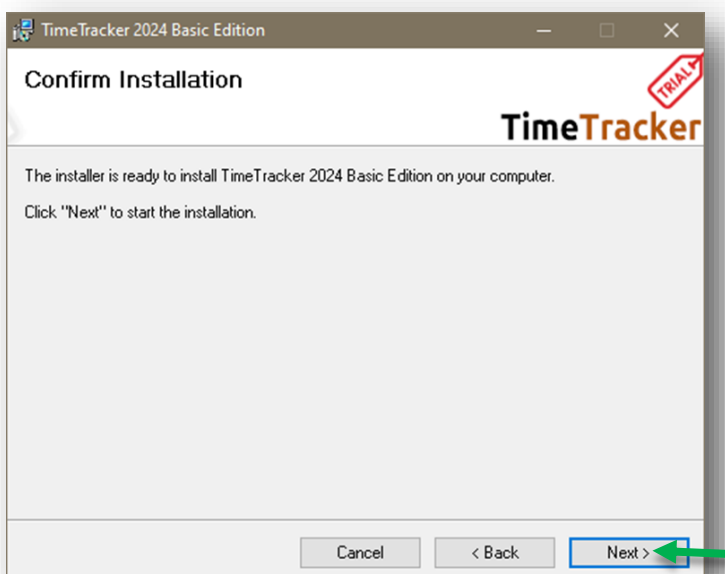
Select **I Agree**  
Click on **Next**



5

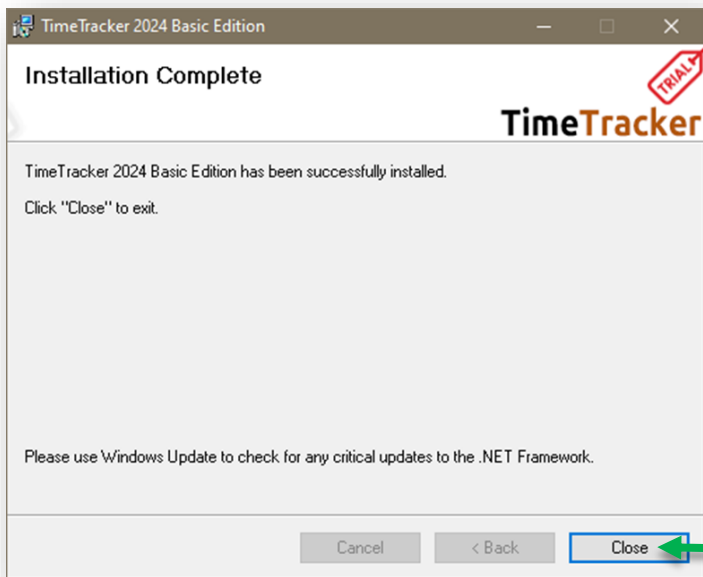
If you wish to change the installation path,  
Click on **\"Browse\"** and select the path.  
We would recommend default path.

Click on **Next**.



6

Click on **Next**.



7

Click on **Close**.



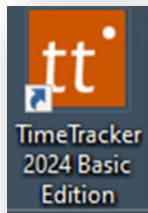
# Installation is completed

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**Next Step:** We will proceed with the Login steps

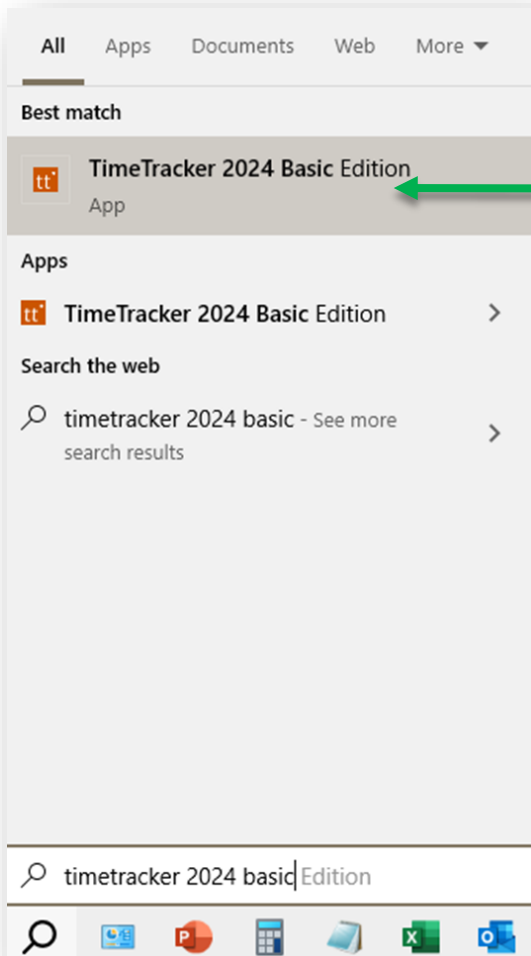


# 4 LOGIN



Double Click on **TimeTracker** icon, on your desktop.

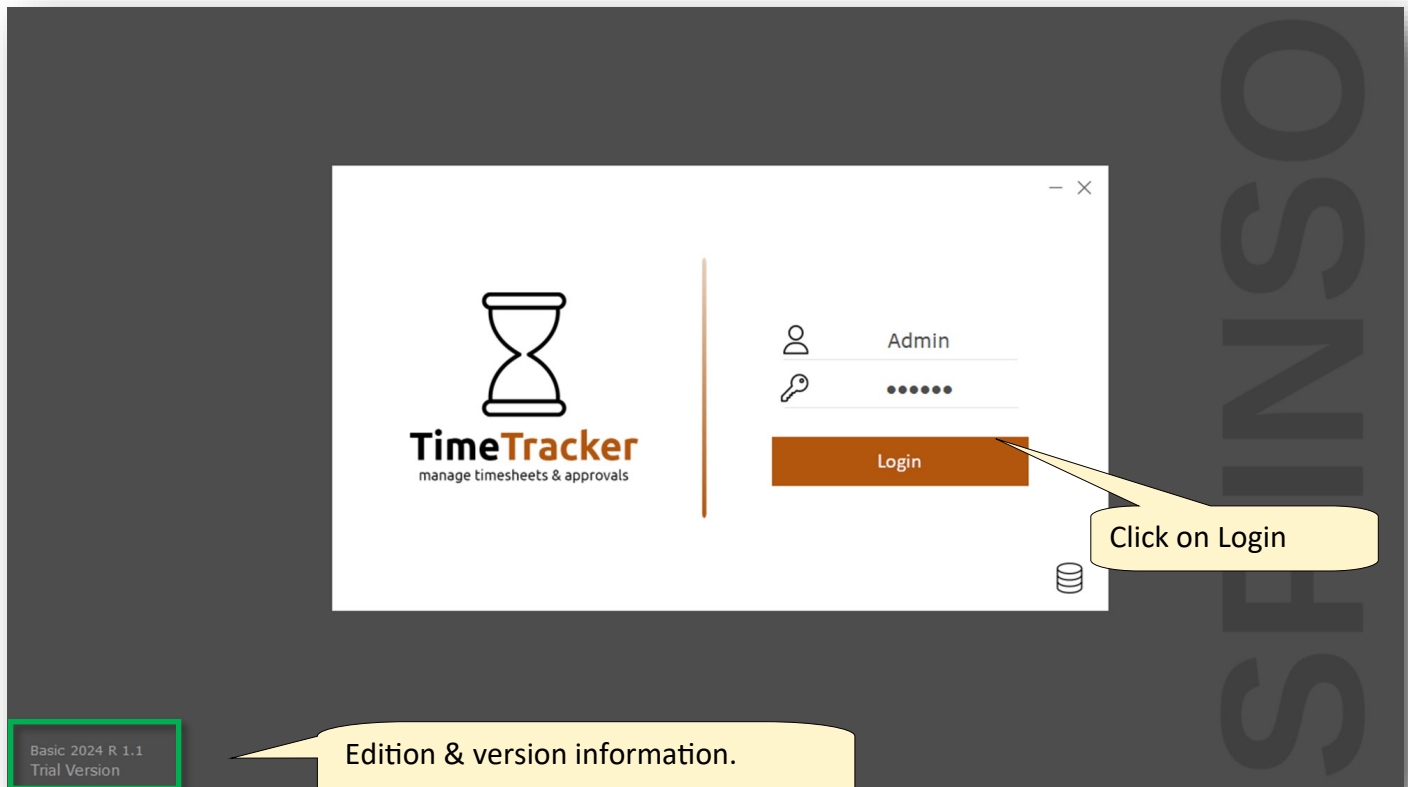
or



You can also launch the application from  
**Start - Program Files - Spinso - TimeTracker**

Default login details:

- User Name : **admin**
- Password : **spinfo**



# Thank you

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## For more information

Kindly Call us or WhatsApp **+91.99 201 401 00** for any queries.

For more info visit: [spinso.com](https://spinso.com)

### Next step



#### **Getting Started Guide**

how to quickly start using TimeTracker Basic

[TT Basic GettingStarted Trial.pdf](#)

# SPINSO

Celebrating

# 25

years in business

## Other software products

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### **SalesTracker**

manage leads & follow-ups



### **ServiceDesk**

manage warranties & AMC



### **ComplaintTracker**

manage customer complaints



### **QuotationTracker**

create professional quotation

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