

Welcome to the new TargetCW WebCenter System. Below is a tutorial designed to help you navigate our new system.

**Home** | **Assignments** | **Timecards** | **Pay History**

## Your To Do List

[My Information](#) | [Manage W-2's](#)

### Current Assignments

**UI/UX Designer** - 1/1/2014  
Primary  
[Details >](#)

### Timecards

- Active
- Needs Attention
- Submitted (1)
- Completed

### Messages

Send message to staffing representative

Message	From	Received
Hi Goofy, We just wanted to...	Samer Khouli	8/20/2014
In observance of Independence Day,...	Richelle Arnold	6/25/2014
2013 W-2 forms are now...	Richelle Arnold	1/15/2014
2013 W-2 forms will be...	Richelle Arnold	12/27/2013
It's 2014 Annual Open Enrollment...	Richelle Arnold	12/11/2013

Showing 1-5 of 32      « Previous 1 2 3 4 5 Next »

**From Samer Khouli on 8/20/2014**  
Hi Goofy, We just wanted to wish you a happy birthday!!

[Reply to Samer Khouli's Message >](#)

Questions? Contact the TargetCW branch at 858-810-3000 or [webcenter@targetcw.com](mailto:webcenter@targetcw.com)

1. This is the new employee main screen. You'll find a message center, timecard summary and assignment summary.

timecard.targetcw.com/Employee/Assignments?\_... 635441376215835763&\_\_=1408566064258

goofy (606905) | [My Information](#) | [Contact Us](#) | [Log Out](#)

**Home** | **Assignments** | **Timecards** | **Pay History**

All | Current (1) | Past

Asgn. ID [dropdown] [search] [Exact Matches Only]

Showing 1-1 of 1      « Previous 1 Next »

Customer	Job Title	Worksite	Start Date	Asgn. ID
Disneyland	UI/UX Designer	Primary	1/1/2014	156661

Showing 1-1 of 1      « Previous 1 Next »

**UI/UX Designer**

Disneyland  
Candycorn

Asgn ID:	156661	Start Date:	1/1/2014
Map:	<a href="#">Bing Map</a> <a href="#">Google Map</a>	Est. End Date:	10/29/2014
Address:	111 Disney Ln Anaheim, CA 92803	Act. End Date:	-
Shift:	1	Dress Code:	See on-site.
Start Time:	-	Safety Notes:	Please notify TargetCW of any safety concerns.
End Time:	-		

[Job Description](#) | [Contact Info](#) | [Directions](#)

Help design the new UI for the the castle.

Questions? Contact the TargetCW branch at 858-810-3000 or [webcenter@targetcw.com](mailto:webcenter@targetcw.com)

- The "Assignments" tab is where you will **create new timecards**. From this section, you can view timecards and see other information about your assignment, most of which you will already know.

New Timecard for Assignment 156661

1 Select Paycode 2 Confirmation 3 Review

08/11/2014 thru 08/17/2014

- Reg Regular earnings. Hard coded for payment of temp payroll
- Comm Svc Comm Svc
- Hol Holiday pay. Hardcoded for temp holiday pay
- OnCall OnCall hours
- Sick Sick pay
- Vac1 Vacation. Hardcoded paycode for temp vacation week 1
- Vac2 Vacation. Hardcoded paycode for temp vacation week 2

Confirmation

- After you select **create new timecard**, you go through the 3 steps.

- Select "reg"** for normal hours. This is the case for most of your hours
- Create the timecard**
- Confirm and start entering daily total hours for the week.** These will be recorded for administrative purposes on a weekly basis (for commission only workers).

You can **save** a timecard after each entry, or you can **submit** your timecard at the end of the pay cycle.

Enter Time for Assignment 164066

Campus Representative for Test Primary Department from 9/29/2014 to 10/5/2014

	Mon 9/29/2014	Tue 9/30/2014	Wed 10/1/2014	Thu 10/2/2014	Fri 10/3/2014	Sat 10/4/2014	Sun 10/5/2014
Punch In							
Lunch Break (min)							
Punch Out							
	0.00	0.00	0.00	0.00	0.00	0.00	0.00

0.00 Regular 0.00 Overtime 0.00 Double Time 0.00 Total Hours

Notes

Save and Close Submit Timecard

Enter Time for Assignment 156661

UI/UX Designer for Disneyland Candycorn Department from 8/18/2014 to 8/24/2014

	Mon 8/18/2014	Tue 8/19/2014	Wed 8/20/2014	Thu 8/21/2014	Fri 8/22/2014	Sat 8/23/2014	Sun 8/24/2014
Punch In	8:00 AM	8:00 AM	7:00 AM	6:00 AM	8:00 AM		
Lunch Break (min)	60	60	60	60	60		
Punch Out	5:00 PM	5:00 PM	4:00 PM	6:00 PM	2:00 PM		
	8.00	8.00	8.00	11.00	5.00	0.00	0.00

40.00 Regular 0.00 Overtime 0.00 Double Time 40.00 Total Hours

Notes  
Another great week of work!

Save and Close Submit Timecard

Enter Time for Assignment 156661

1 Timecard Submitted

Create Another Timecard Close Window

Week ending on August 24, 2014

Not Submitted **Reg** UI/UX Designer \$1,000.00  
Cost Code Candycom - Asgn. #156661 40.00 hours

40.00 Total Hours

Week ending on August 24, 2014

Submitted **Reg** UI/UX Designer \$600.00  
Cost Code Candycom - Asgn. #156661 24.00 hours

24.00 Total Hours

By selecting the "Timecards" tab at the top, you can easily see the status of ALL your timecards: submitted, not submitted, need attention, past due.

Home Assignments Timecards Pay History

All  Exact Matches Only

**Manage W-2's**

This year:

Gross Pay:	\$29,000.00	Net Pay:	\$21,355.01	Adjustments Total:	\$1,127.95	Tax Total:	\$6,517.04
Total Hours:	1080	State Allowances:	2	Federal Allowances:	2	Staff:	22
Staff:	22	Staff:	22	Staff:	22		

Showing 1-20 of 28

Pay Date	Net Pay	Adjustments	Check Number
8/7/2014	\$709.45	\$64.94	54155210
7/31/2014	\$709.43	\$64.94	54151925
7/24/2014	\$709.45	\$64.94	54150722
7/17/2014	\$709.44	\$64.94	54148057
7/10/2014	\$709.43	\$64.94	54145942
7/3/2014	\$709.45	\$64.94	54143454
6/26/2014	\$808.99	(\$35.04)	54141588
6/19/2014	\$830.22	\$67.80	54139657
6/12/2014	\$664.53	\$60.11	54138496
6/5/2014	\$709.98	\$63.96	54136726
5/29/2014	\$710.00	\$63.96	54133978
5/22/2014	\$710.00	\$63.96	54131298
5/15/2014	\$709.99	\$63.96	54130545
5/8/2014	\$710.00	\$63.96	54127863
5/1/2014	\$710.00	\$63.96	54126691
4/24/2014	\$709.99	\$63.96	54124421
4/17/2014	\$710.00	\$63.96	54123164
4/10/2014	\$710.00	\$63.96	54121436
4/3/2014	\$743.08	\$13.96	54119455
3/27/2014	\$743.10	\$13.96	54117634

Showing 1-20 of 28

View all Timecards View Printable Version

Check # 54155210

Paycheck for 8/7/2014

Gross Pay	\$1,000.00
Tax Deductions	\$225.61
<b>Net Pay</b>	<b>\$709.45</b>

Timecards Adjustments Taxes Accruals

Front-End Developer 40.00 hours Gross Pay: \$1,000.00  
View Assignment \$0.00/hour

Questions or Problems with your Paycheck?

Please Contact: 9475 Chesapeake Drive San Diego, CA 92123  
858-810-3000  
webcenter@targetcw.com

Finally, you have the "Pay History" tab which shows your historical pay data, along with details of your current pay, taxes, adjustments, accruals, etc. You can print statements, as needed. You will also be able to access your **year-end W2 form**.



858-810-3000



webcenter@targetcw.com