Employee – Mobile – Punching In/Out with Multiple Jobs

Important: Employees only need to select a job when punching in OR when switching directly from one job to another (no need to select a job when punching out).

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|-----------|---|--------------------|----------------------------------|--|
| 1. Log in | KRONOS° | | My Tasks | |
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| | Password | Schedule | 2 Select | |
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| | Build None > | Recent None | | |
| | 3. Select Recent | Scan None | | |
| | drop-down arrow | | | |
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| | Punch | ;S TEMPOR 04 TE | mp Research Assista 5. Click "√" | |

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| None | > | Scan | 3/19/2020, 10:56 AM |
| None | | | ок |
| 6. Click Punch | Punch | | 7. Punch Succeeded message will pop up, hit OK |
| | Punch | Punch | Punch ••• • |

server

Punch