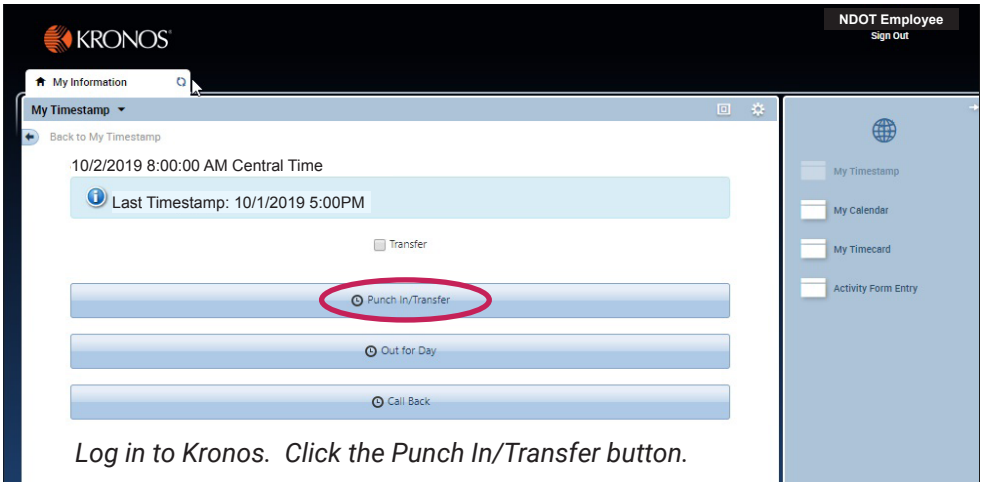
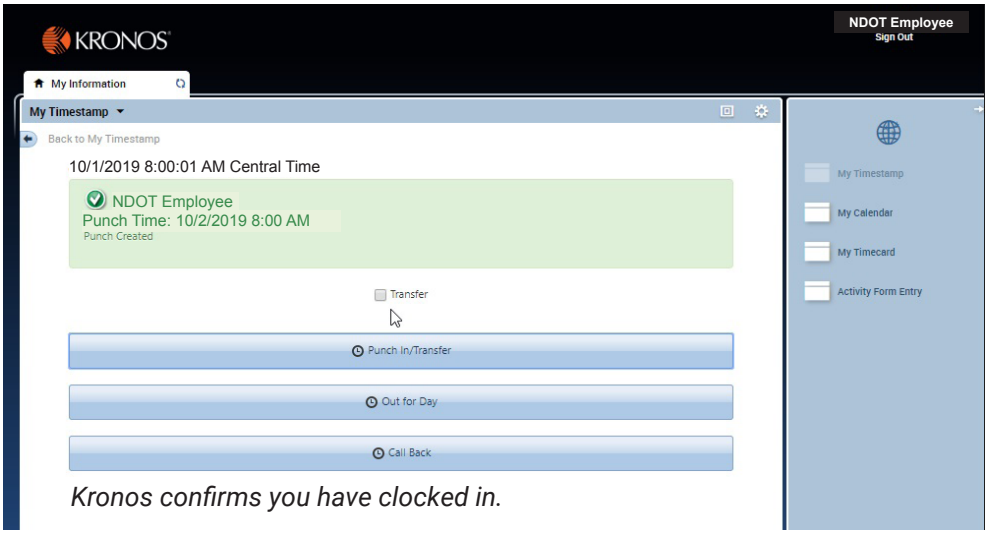
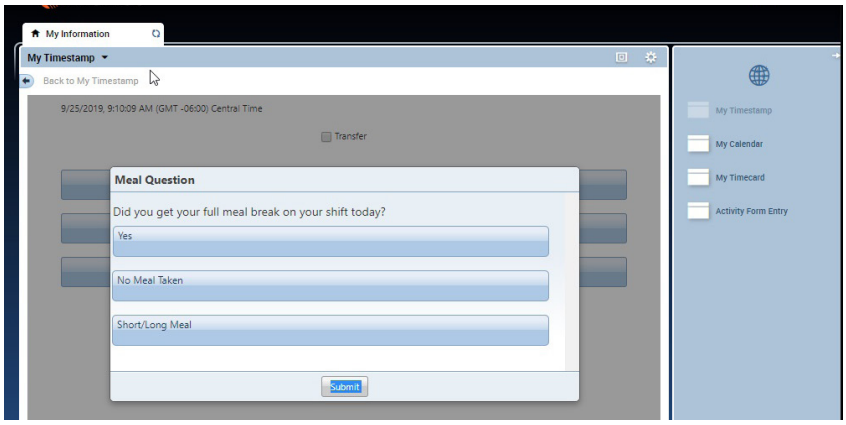
Clocking in and out on the computer



Log in to Kronos. Click the Punch In/Transfer button.



Kronos confirms you have clocked in.

To clock out, click the Out for Day button. Choose appropriate answer in the Meal Question window. Click Submit. Kronos will confirm your time out.