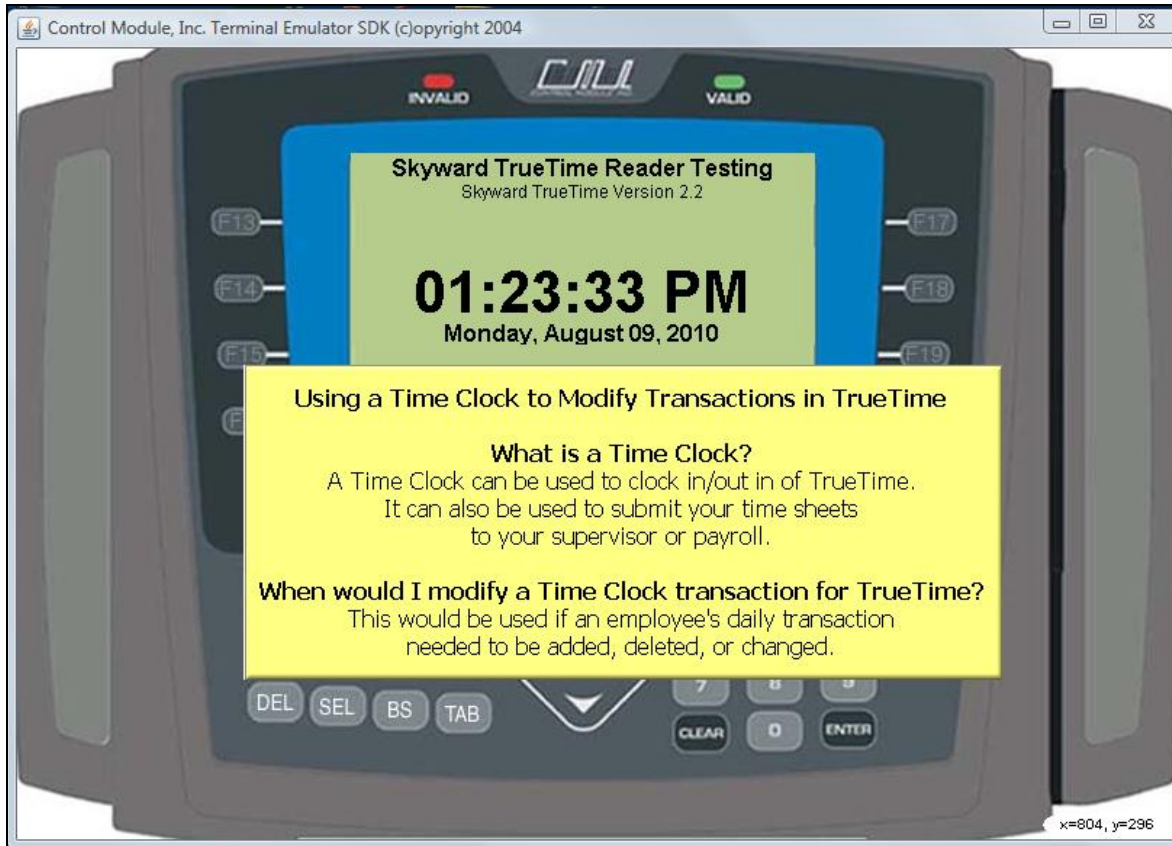
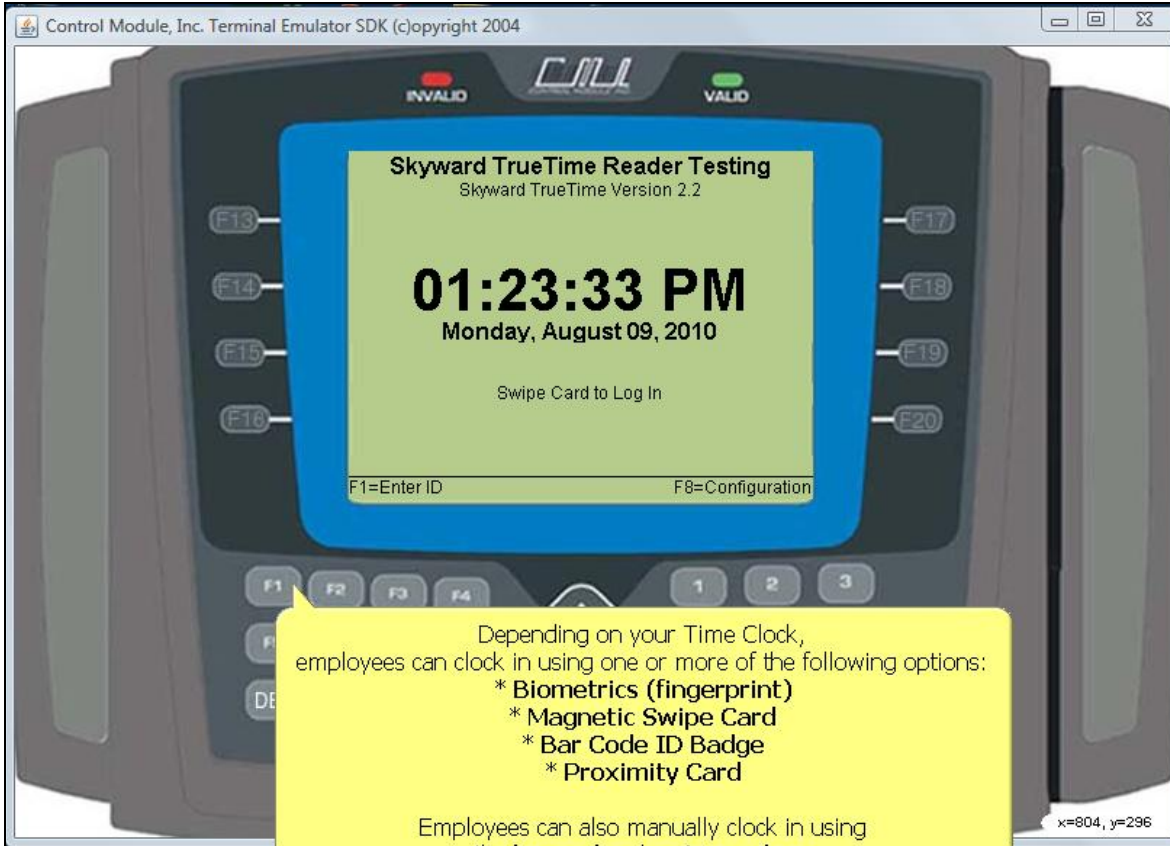


Slide 1 - Slide 1



Print this tutorial

Slide 2 - Slide 2



Depending on your Time Clock, employees can clock in using one or more of the following options:

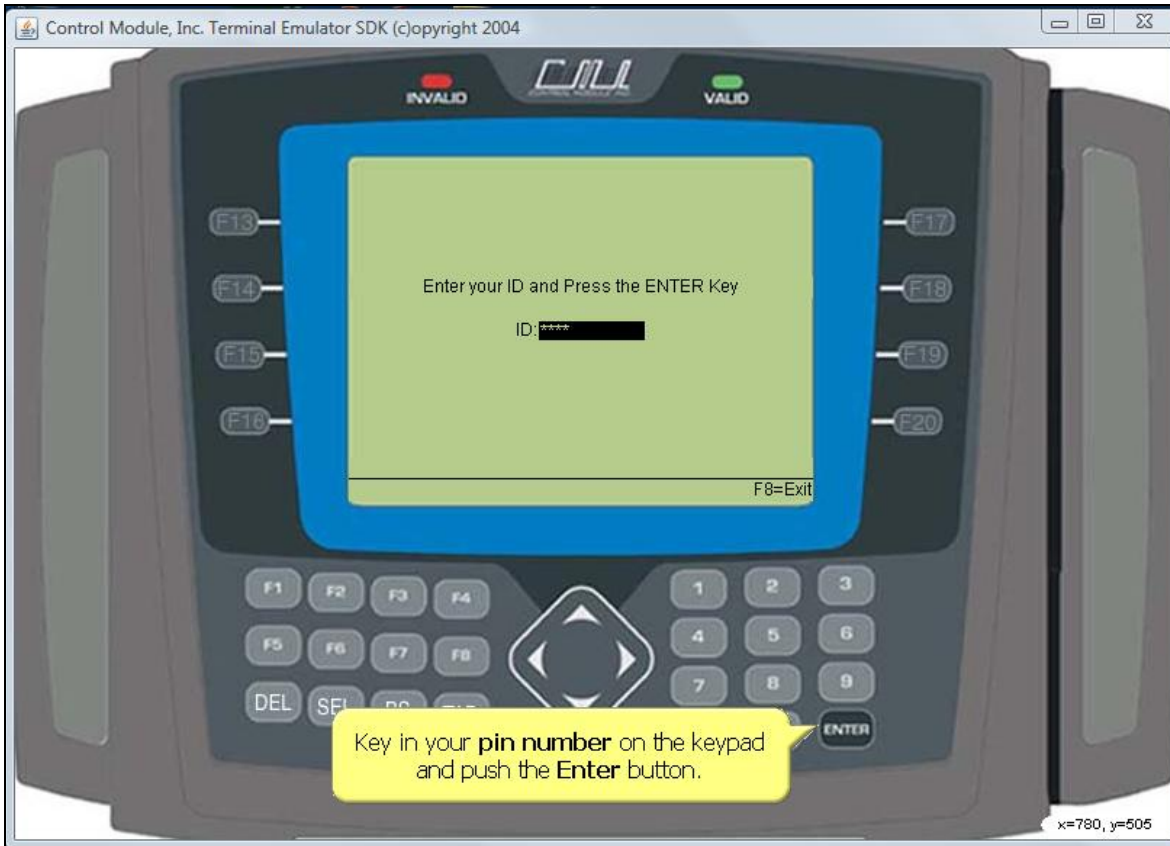
- \* Biometrics (fingerprint)
- \* Magnetic Swipe Card
- \* Bar Code ID Badge
- \* Proximity Card

Employees can also manually clock in using the keypad and a pin number.

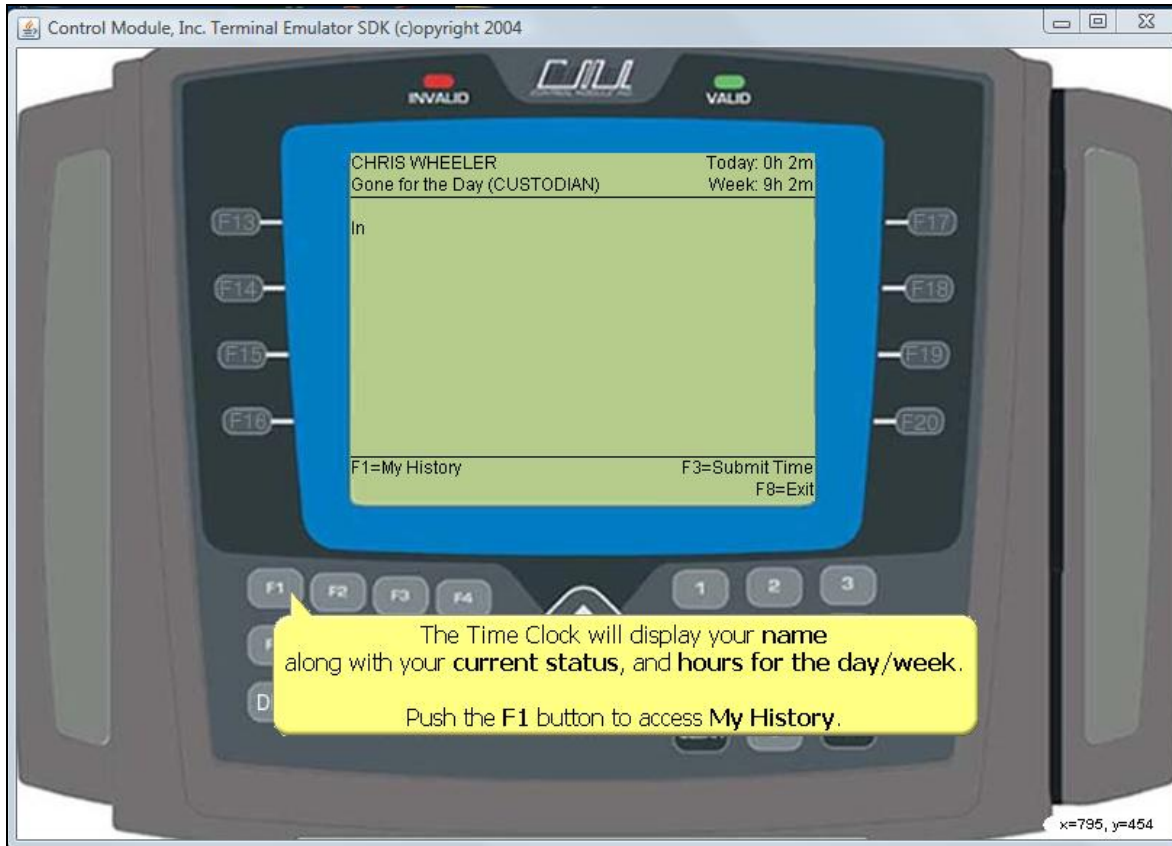
This tutorial will demonstrate the keypad clock in/out method.

To clock in/out using the keypad, push the F1 button.

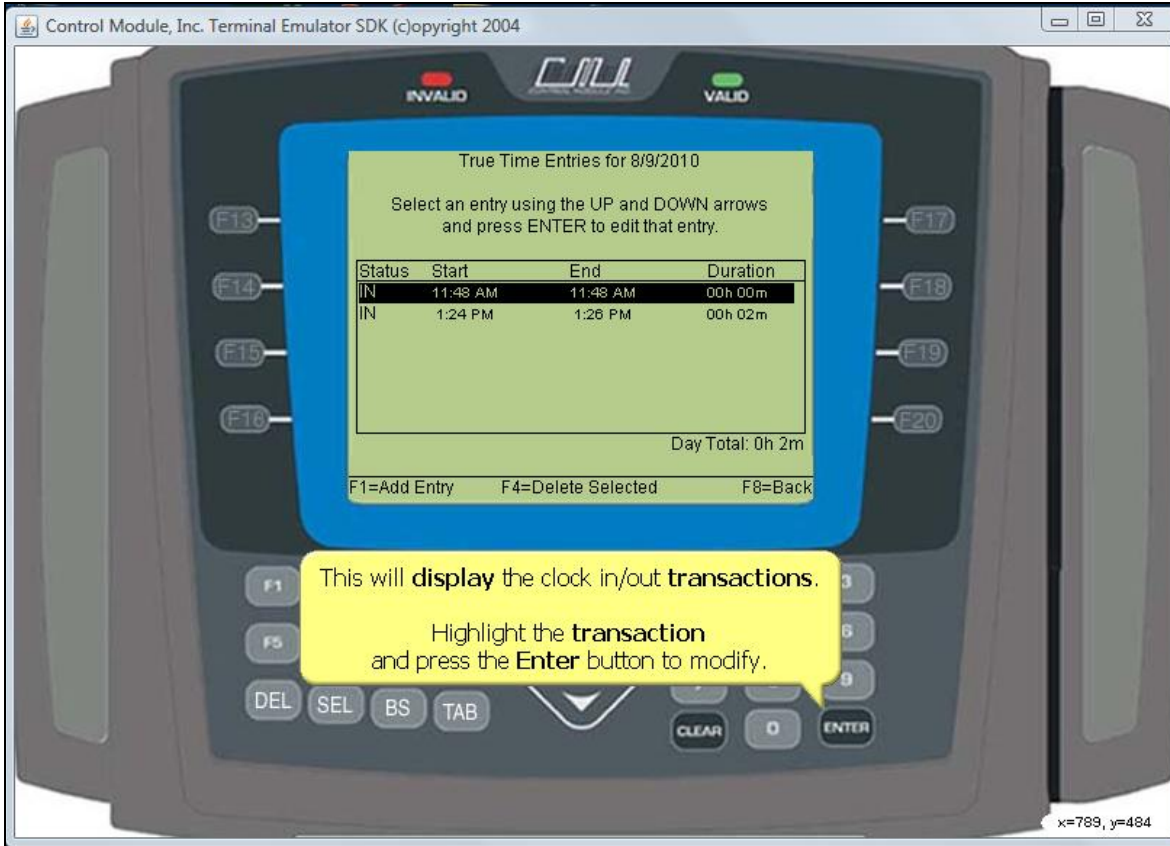
Slide 3 - Slide 3



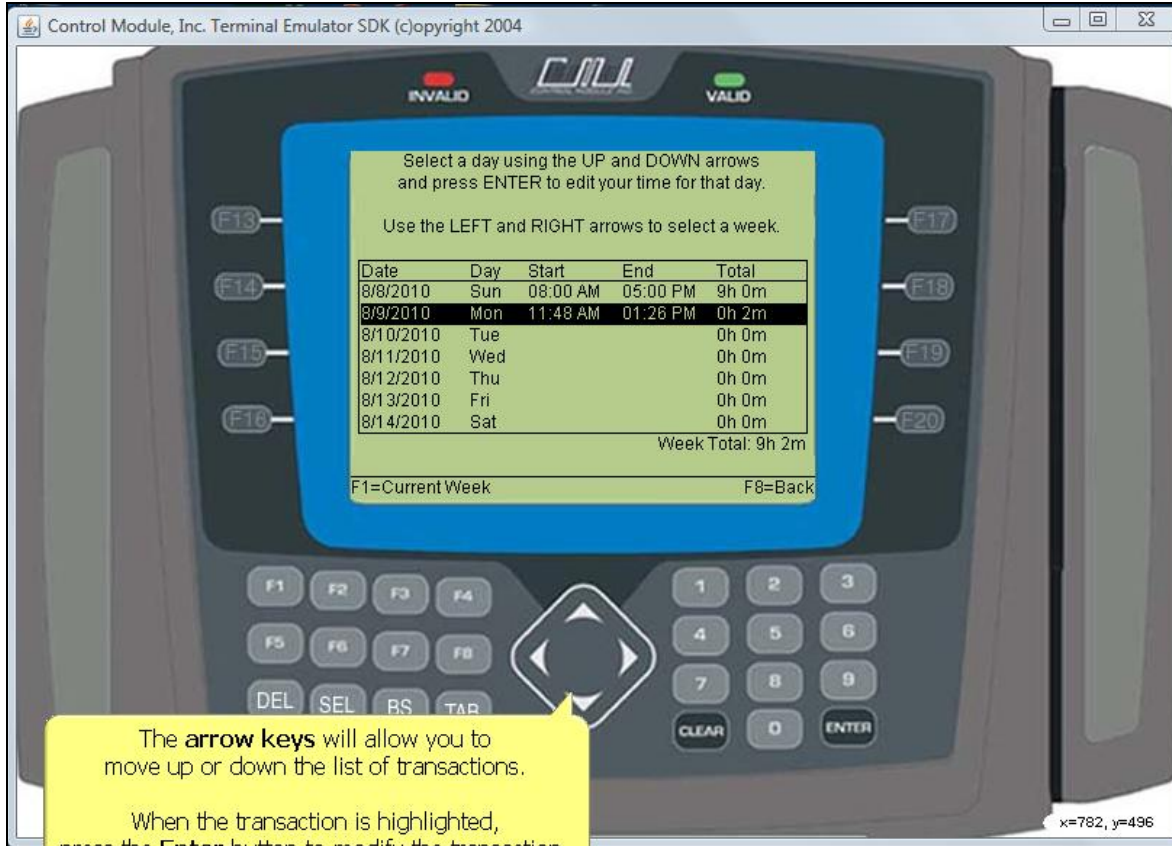
Slide 4 - Slide 4



Slide 5 - Slide 5



Slide 6 - Slide 6



Slide 7 - Slide 7

The image shows a terminal emulator window titled "Control Module, Inc. Terminal Emulator SDK (c)opyright 2004". The main display area shows a time clock interface with the following text:

Use the TAB key to move between fields  
Use the SEL key to toggle AM and PM

Editing IN record on 8/9/2010

Start Time: 08:48  AM  PM  
Stop Time: 11:48  AM  PM

F1=Save F8=Cancel

A yellow callout box contains the following text:

Using the arrow and tab keys below, go to the field that needs to be **modified**.  
The **number pad** can then be used to enter the new time.  
The **SEL button** can be used to switch between AM/PM.  
When done modifying the transaction, press the **F1 button to save**.

The terminal emulator interface includes a keyboard with function keys (F1-F8), a numeric keypad, and a directional pad. The screen also displays "INVALID" and "VALID" indicators at the top.

Slide 8 - Slide 8

The screenshot shows a terminal emulator window titled "Control Module, Inc. Terminal Emulator SDK (c)copyright 2004". The main display area shows a time clock interface with a green background. At the top, it says "True Time Entries for 8/9/2010". Below this, it instructs the user: "Select an entry using the UP and DOWN arrows and press ENTER to edit that entry." A table of transactions is displayed:

Status	Start	End	Duration
IN	8:48 AM	11:48 AM	03h 00m
IN	1:24 PM	1:26 PM	00h 02m

Below the table, it says "Day Total: 3h 2m". At the bottom of the screen, there are function key instructions: "F1=Add Entry", "F4=Delete Selected", and "F8=Back". A yellow callout box is overlaid on the screen with the following text:

The **change** will now appear on the screen.

In addition to modifying transactions, transactions can be **added** using the F1 button or **deleted** using the F4 button.

**This concludes the tutorial.**

On the right side of the terminal window, there is a blue box that says "We value your feedback". The terminal window also shows a keypad with buttons for 3, 6, 9, CLEAR, 0, and ENTER. The coordinates "x=769, y=437" are visible in the bottom right corner of the terminal window.