

UAttend Machine Punch-In/Punch-Out

Step 1:

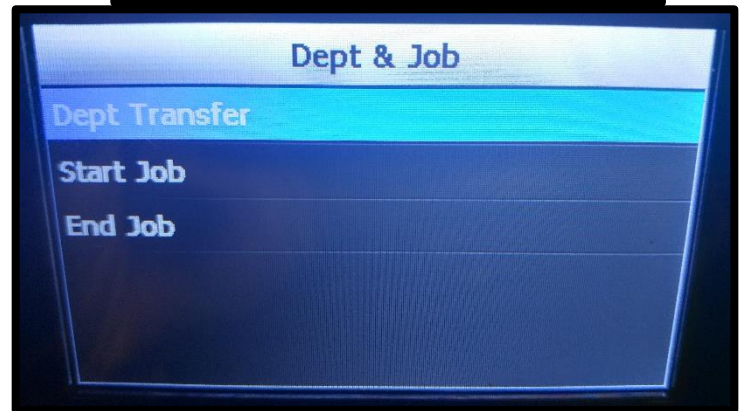
Press button 



Step 2:

Select 'Dept Transfer'

Press 



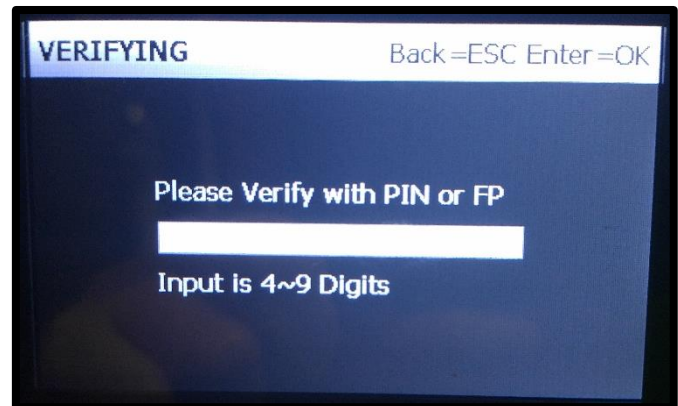
Step 3:

-Home store employees place right index finger on finger pad to login

-NON-home store employees use their EC# pin to login



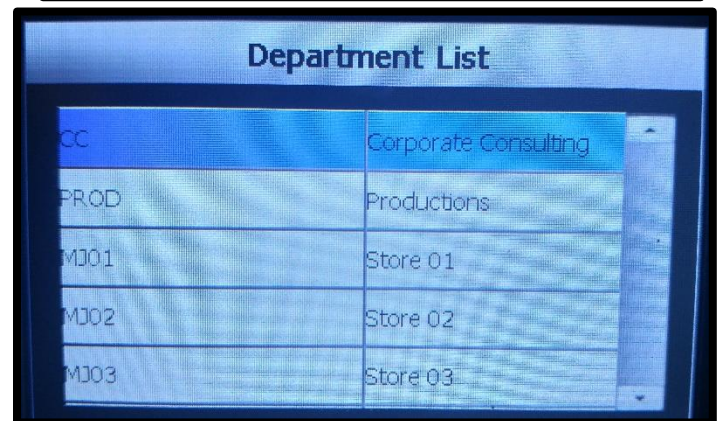
EXAMPLE: EC00420 I would type 00420 to login



Step 4:

Please select where you are working from the 'Department List'

Press 



You are now **logged in** for your shift.

**Repeat Steps 1-4 to log out*