Changing Job Codes by WallClock

Changing Job Codes

Badge

1. If you have a badge, you will place it in front of the green lights at the top of the clock.

2. Select **Change Job Code**. A job code will correspond to the task that you work during a period of time.

3. Select **Continue**.

MUID and PIN

1. If you do not have a badge, you will enter your MUID and PIN.

2. Select **Change Job Code**. A job code will correspond to the task that you work during a period of time.

3. Select **Continue**.