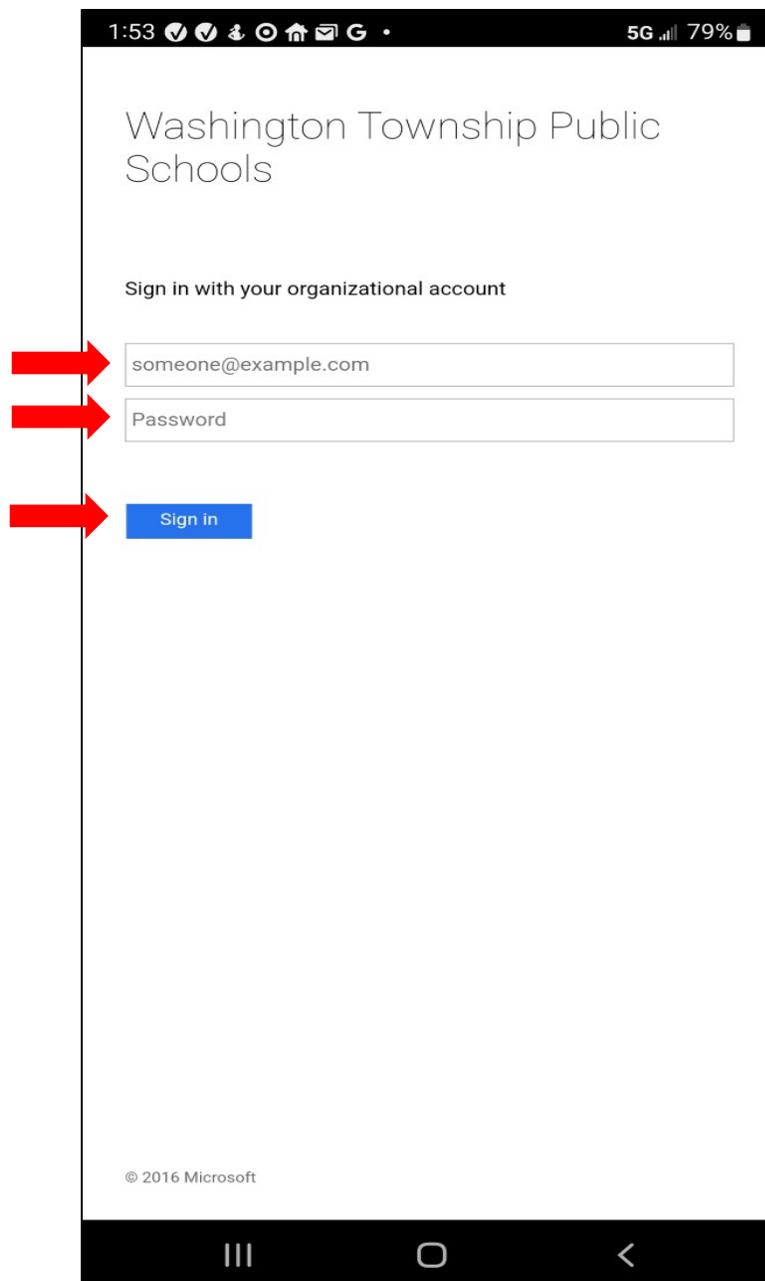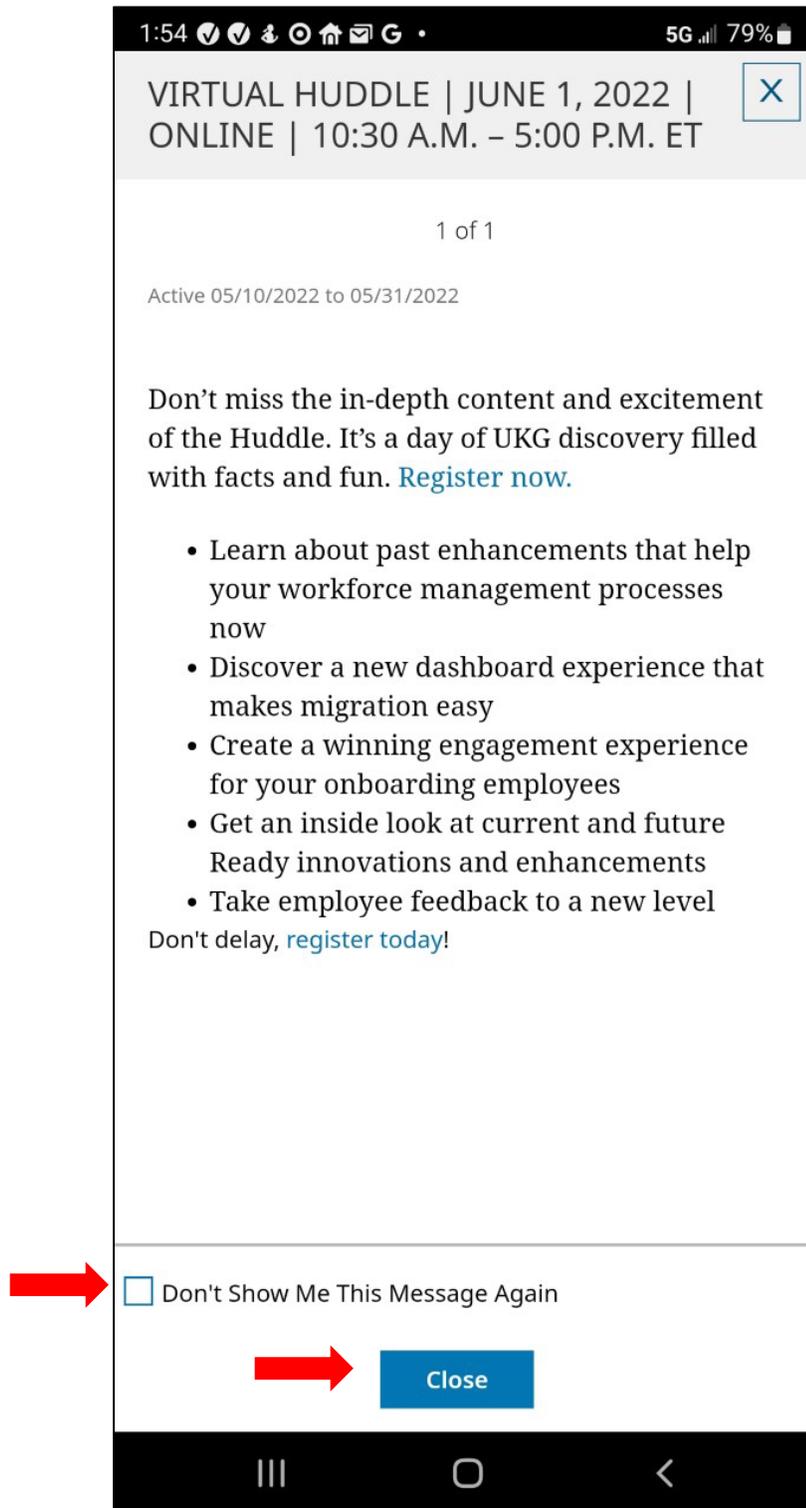# Kronos Workforce Solutions
Clocking In and Out via the Mobile App

In order to track your time worked by clocking in and out via your smartphone, you must first have downloaded the UKG Ready mobile app. Please see separate instructions on how to download the app.
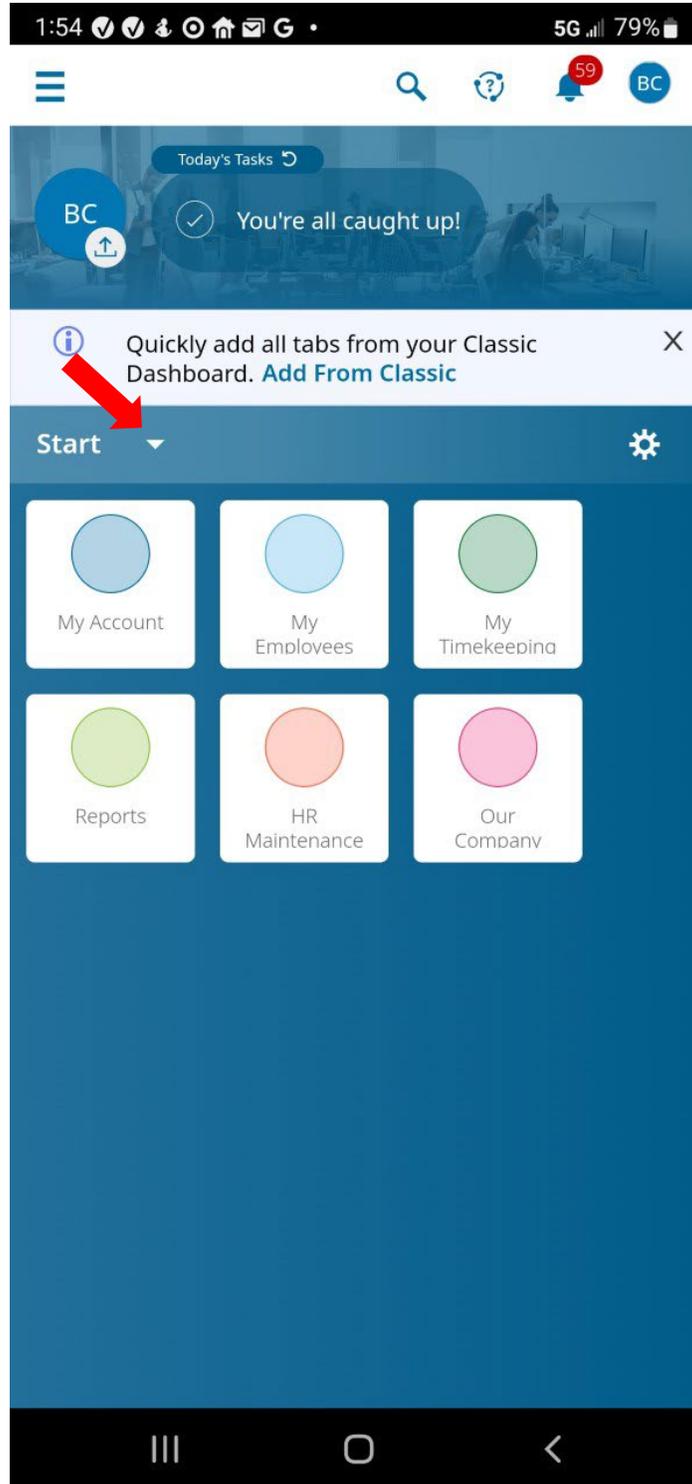
Open the UKG Ready mobile app. Sign in with the same username and password that you use for your WTPS email. Click Sign In.
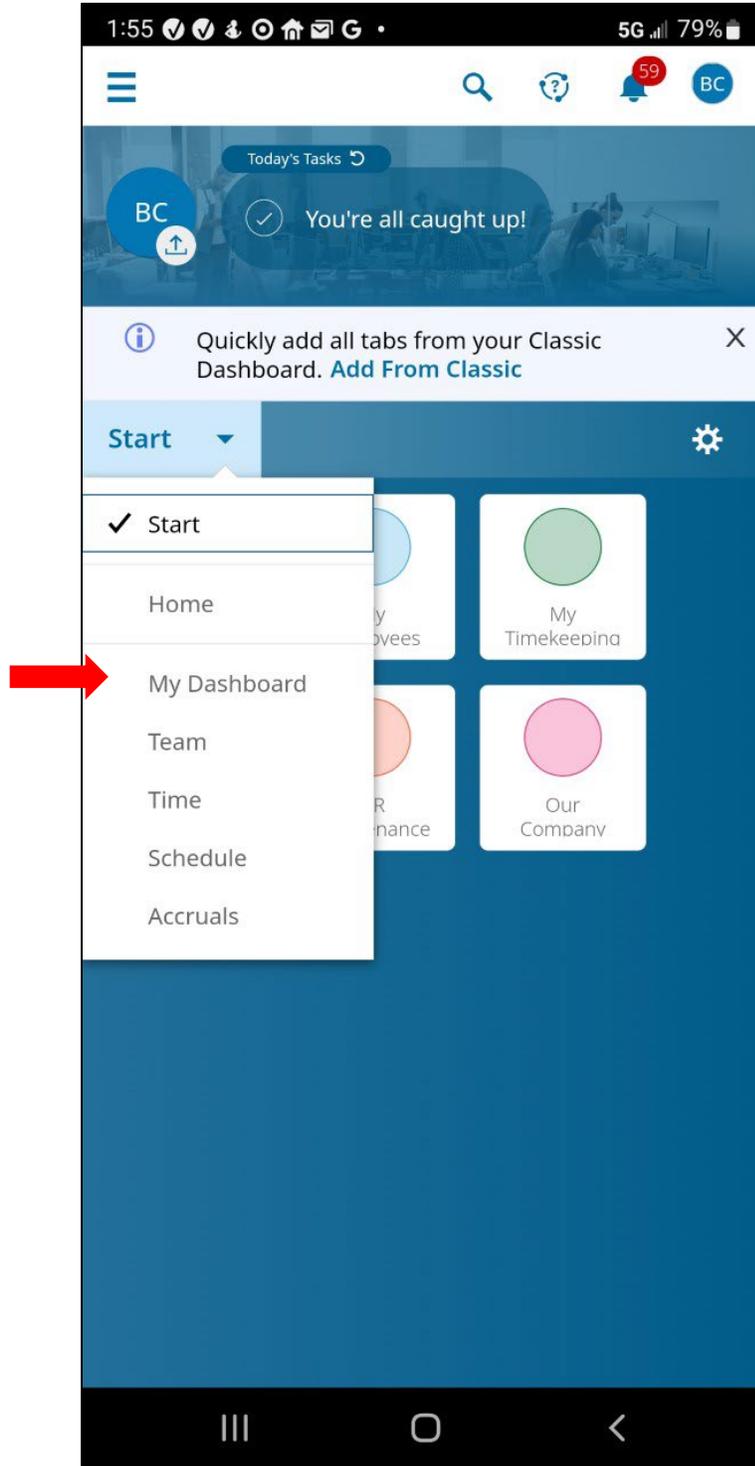
UKG may send announcements via the app. You can choose to block the message from repeating by clicking on that box. Then, click Close.
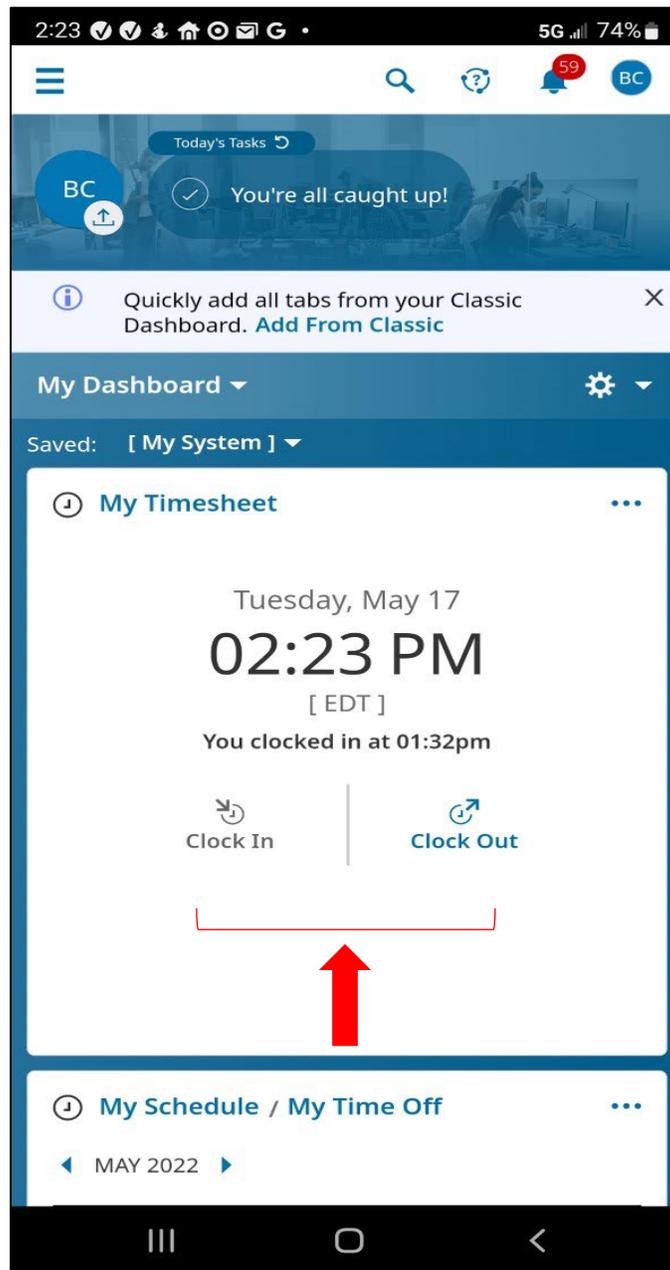
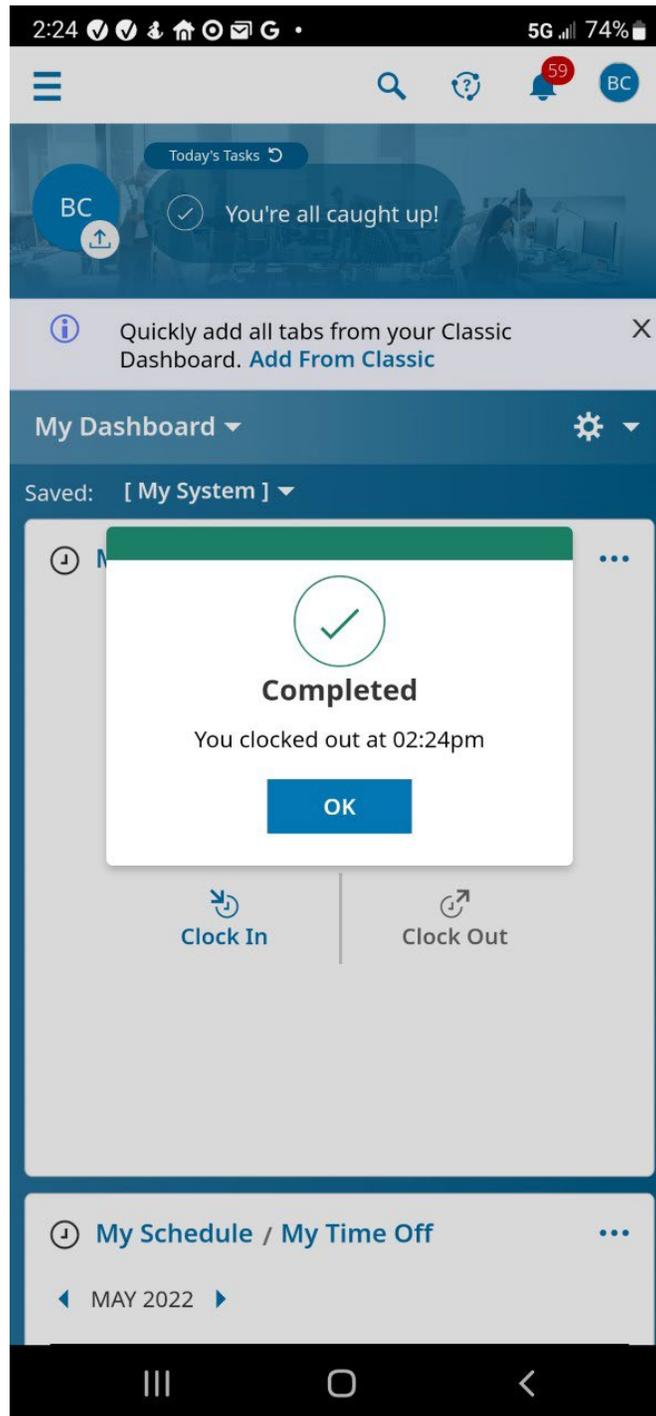To access the "clock" click on the Start down arrow.
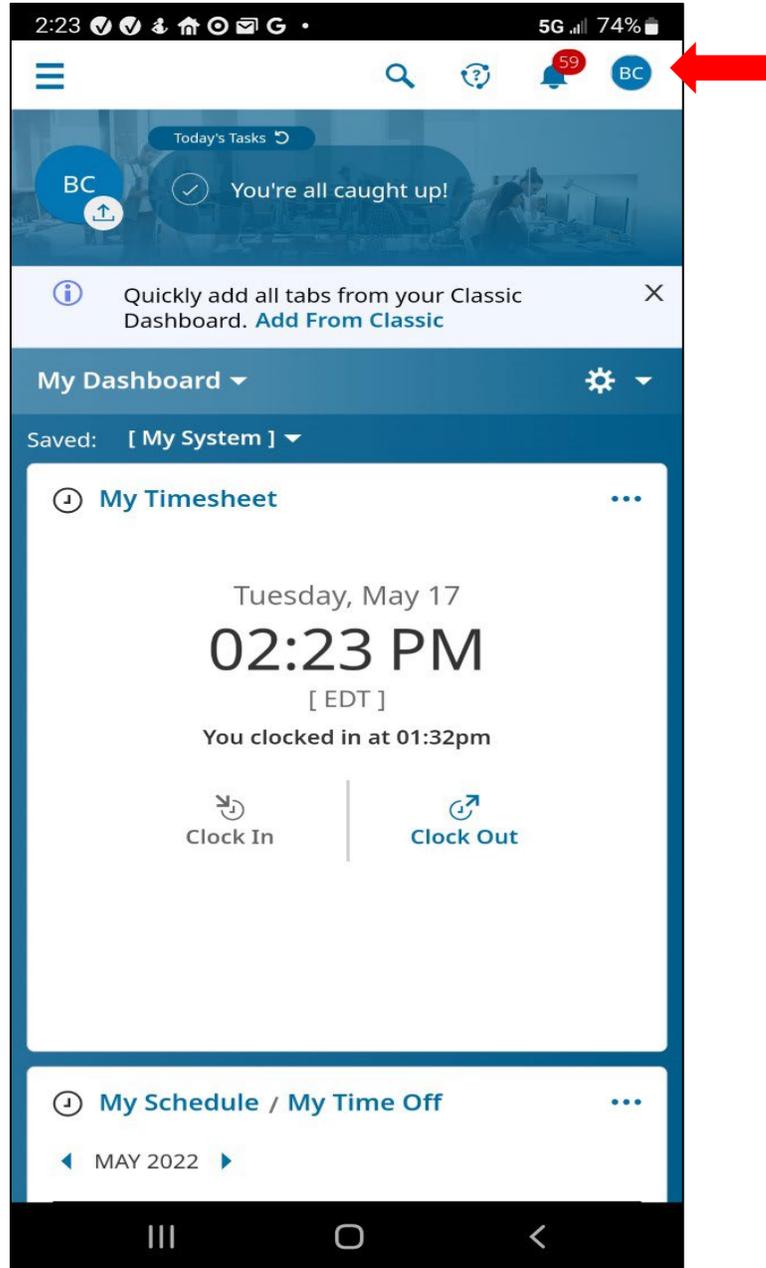
Click on My Dashboard.

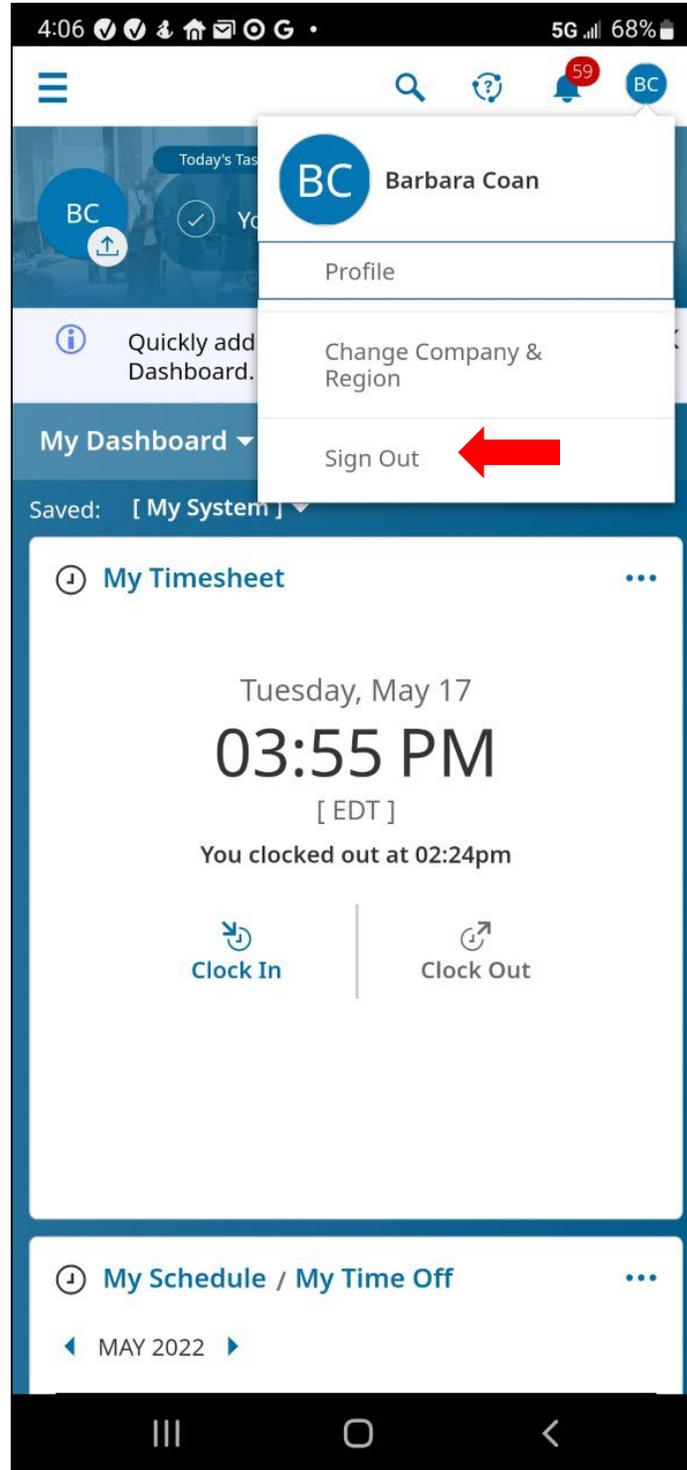Tap on Clock In or Clock Out as appropriate.

You will get a confirmation. Click on OK.

Click on your initials.

Select Sign Out.

You are now logged out of the app.