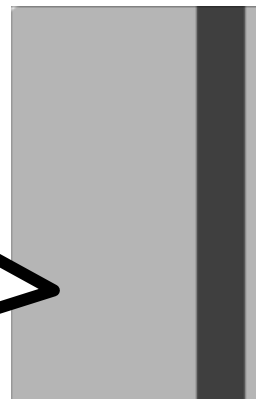# *Swipe and Tap!*

1

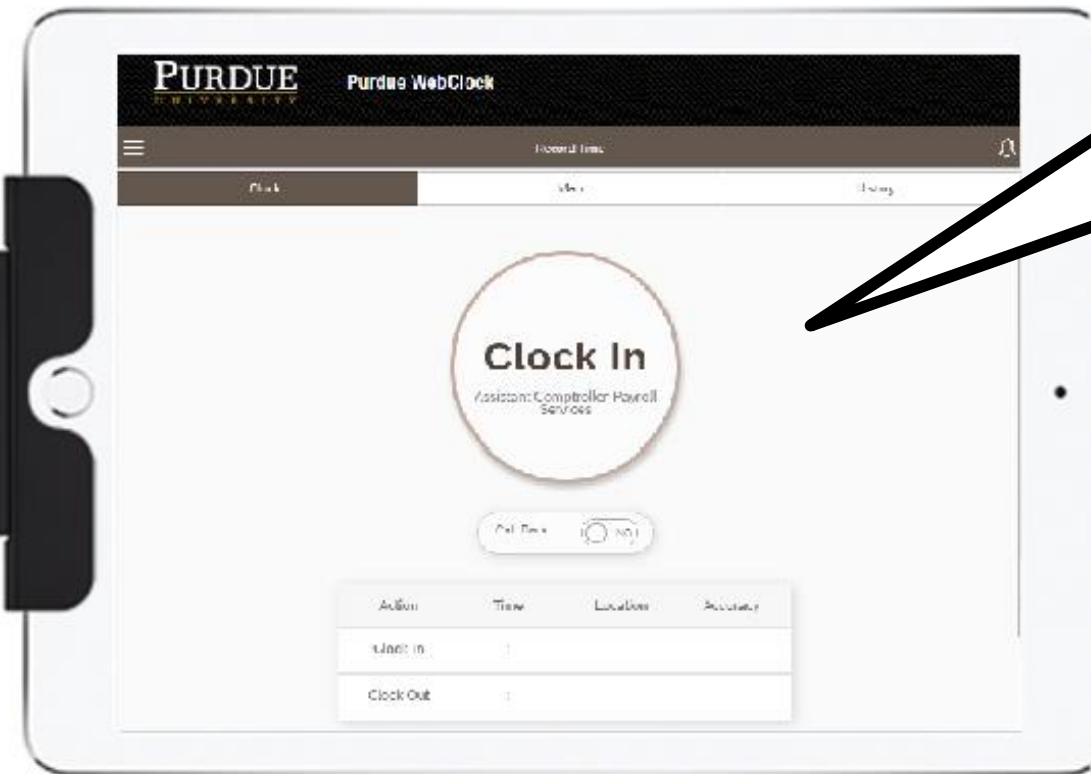Hold your Purdue ID card with the magnetic strip facing you and on the right side

2

Swipe your Purdue ID card downward through the card reader

3

Clock In / Clock Out button
If Clocking Out, also tap OK on the Confirmation pop-up.

Need help using the Webclock?		**Kiosk Unavailable?**
Visit www.purdue.edu/timehelp for cheat sheets, quick reference guides, and video demonstrations.		Visit webclock.purdue.edu on your mobile device to record time. (Requires BoilerKey to log in)