

Time Clock Online Access

For Employees:

You are able to view your time clock punches online here (within district only):

[View Your Hours](#)

ID Number: This is the code you enter at the time clock

PIN: Just leave this box blank

Click the View button on the left hand side, then click the view button again, then click hours. You can use the arrow buttons in the lower right corner of the window to look at historical punches.



For Managers:

Authorized managers are able to manage, view employee time, and run reports online – just like you do with Time Clock Manager at the link below.

[View and Edit Employee Punches Here](#)

Login with your Time Clock Manager Login and Password.

*Note time clock services are only available from within the district, you will be unable to view your punches from home.