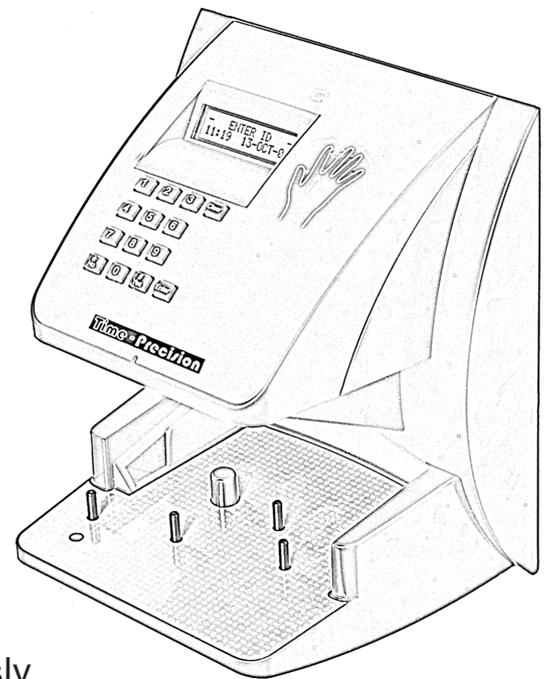


Time - Precision HandSwipe

Employee Management



How to add a new employee

Press the & Buttons Simultaneously

Enter your Supervisor ID number and then press the button

Place your hand in the Handswipe terminal to be verified

When prompted for password press , then press the button

The display will read "ADD EMPLOYEE" press the button

Enter the ID number for the new employee, then press the button

Follow the on screen instructions to enroll the new employee

If you wish to add another employee press , to exit the menu press

How to add a supervisor

Press the & Buttons Simultaneously

Enter your Supervisor ID number and then press the button

Place your hand in the Handswipe terminal to be verified

When prompted for password press , then press the button

The display will read "ADD EMPLOYEE" press the button

Now the display reads "ADD SUPERVISOR" press the button

Enter the ID number for the new supervisor, then press the button

Follow the on screen instructions to enroll the new supervisor

If you wish to add another supervisor press , to exit the menu press

How to remove a employee

Press the & Buttons Simultaneously

Enter your Supervisor ID number and then press the button

Place your hand in the Handswipe terminal to be verified

When prompted for password press , then press the button

Press the button twice so the display reads "REMOVE USER"

Press the button and then enter the "USER ID" you wish to remove

Press the button to confirm the removal of the user.

If you wish to remove another user press , to exit the menu press