





Say HELLO to WalTer



Punching-IN

- 1 Put my left finger on the finger image reader
- 2 Press 
- 3 Enter my employee number
- 4 Press 
- 5 Press #1
- 6 Select the number of my job or department
- 7 I'm Punched-IN and can begin work

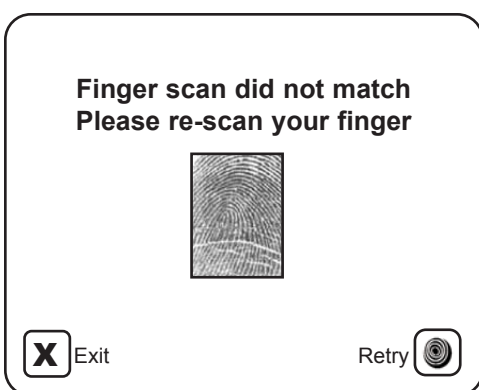
Punching-OUT

- 1 Put my left finger on the finger image reader
- 2 Press 
- 3 Enter my employee number
- 4 Press 
- 5 Press #2
- 6 I'm Punched-OUT and can leave work

Problems?

- Finger image not working? Try 3 times
- Learn troubleshooting tips

Step 1



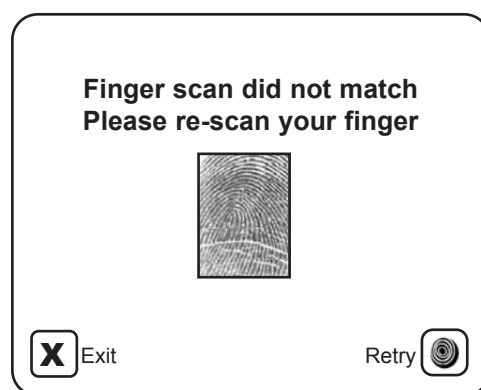
Get this screen when Punching-IN or OUT?

This means that the finger image just taken does not match the ones stored in the machine

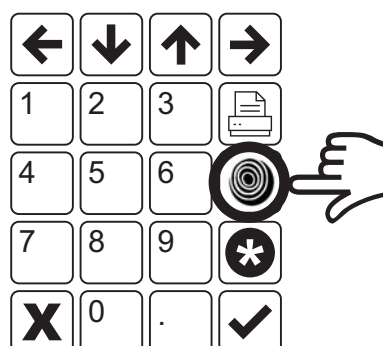
Why?

- I placed my finger in a different position
- My finger is dry, dirty or cold
- The original image was poor

Step 2



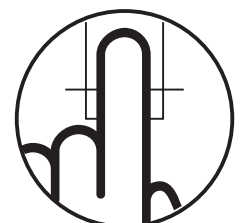
Fix the "Why" and Retry



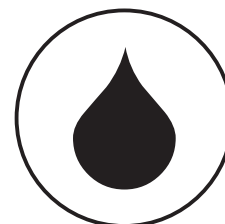
Quick Fixes



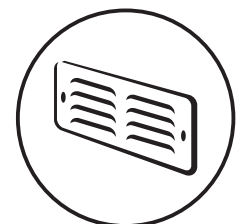
wash dirty fingers



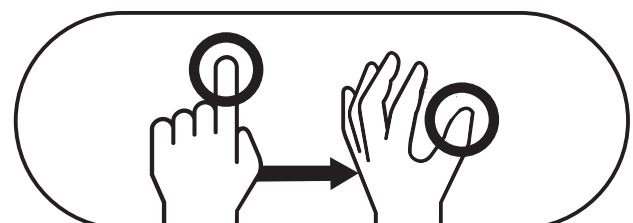
center finger, press moderately



moisten dry fingers



warm cold fingers



register another finger