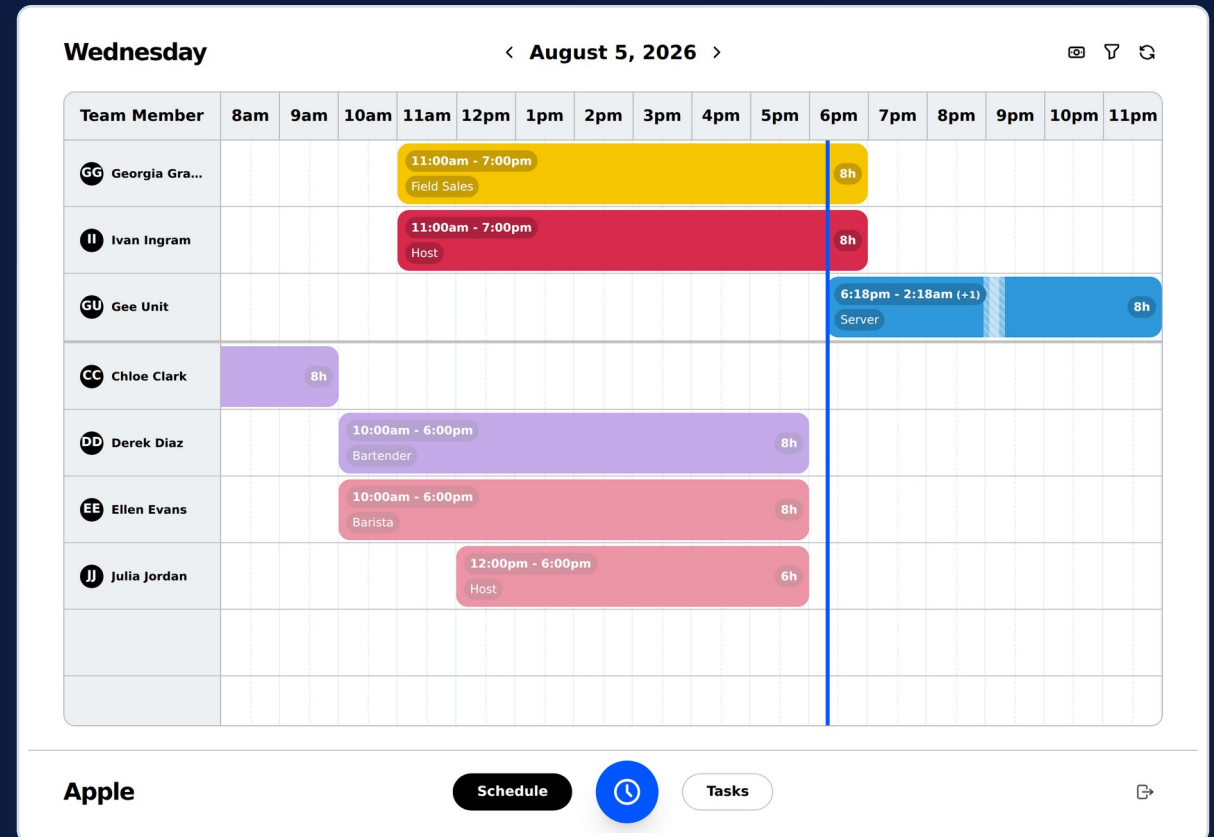


Clocking in on the iPad

How to clock in at your store's tablet in three taps —
and where to find, set, or reset your Tablet PIN in the
Kronto mobile app.

3 taps · under 30 seconds



Clocking in, at a glance

1

Open the clock

From the Schedule page on the store iPad, tap the round blue clock button in the bottom bar.

2

Choose yourself

Your name is under “Working Today.” Tap your card — or search if you don't see it.

3

Enter your PIN

Type your personal 4-digit Tablet PIN. Confirm your shift, and you're on the clock.

Before your first clock-in: set your Tablet PIN in the Kronto mobile app — Profile → Password & PIN → Tablet Clock-in PIN. Without a PIN, the tablet can't clock you in. (See the second half of this guide.)

Open the clock from the Schedule page

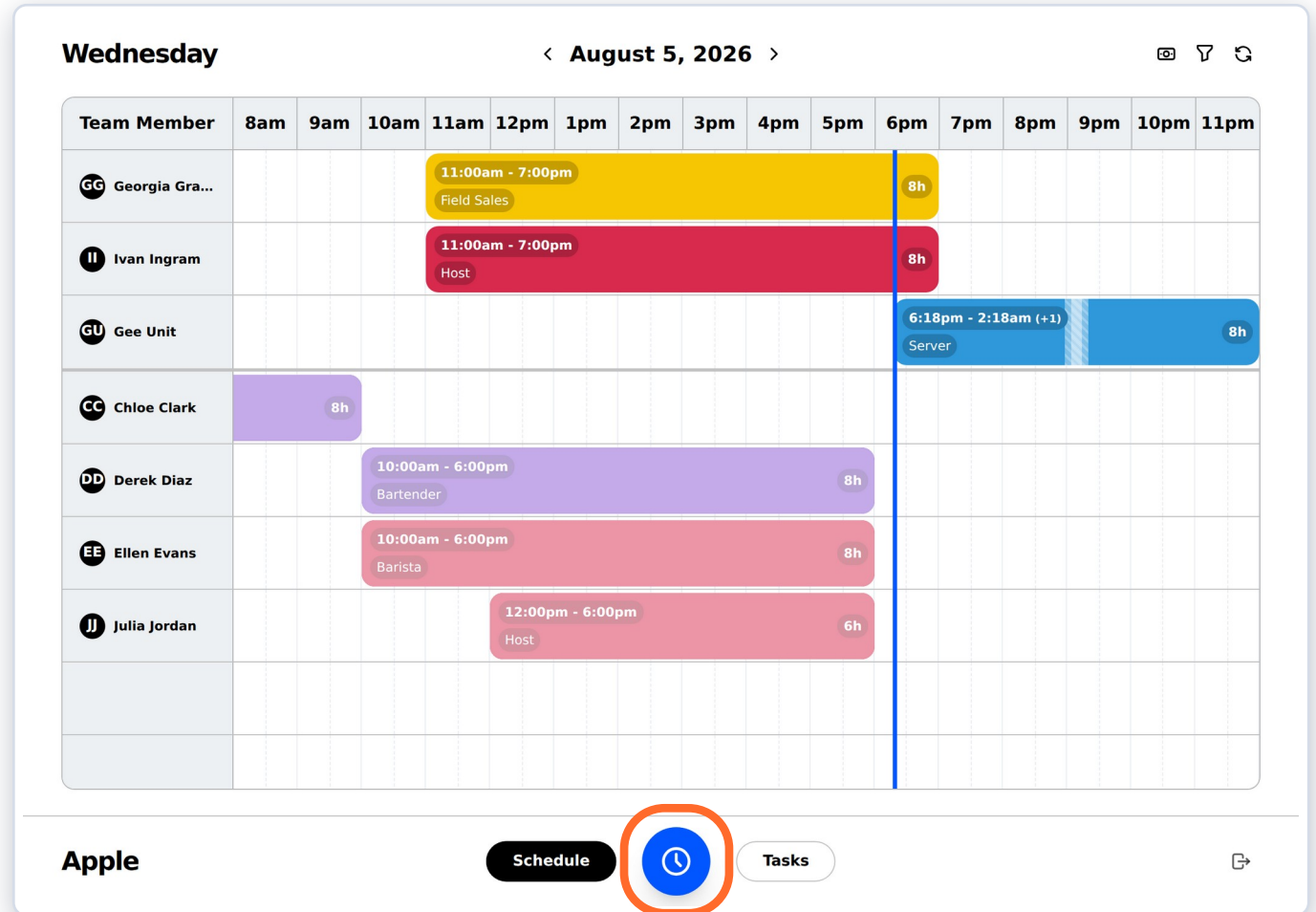
1 Start on the Schedule page

The iPad at your store shows today's schedule — who's working and when. The blue vertical line marks the current time.

2 Tap the blue clock button

It's the round button at the bottom center of the screen (highlighted here). This opens the clock-in screen.

Tip: the tablet returns to the Schedule page on its own after a short idle time.



Choose yourself

1 Find your name under “Working Today”

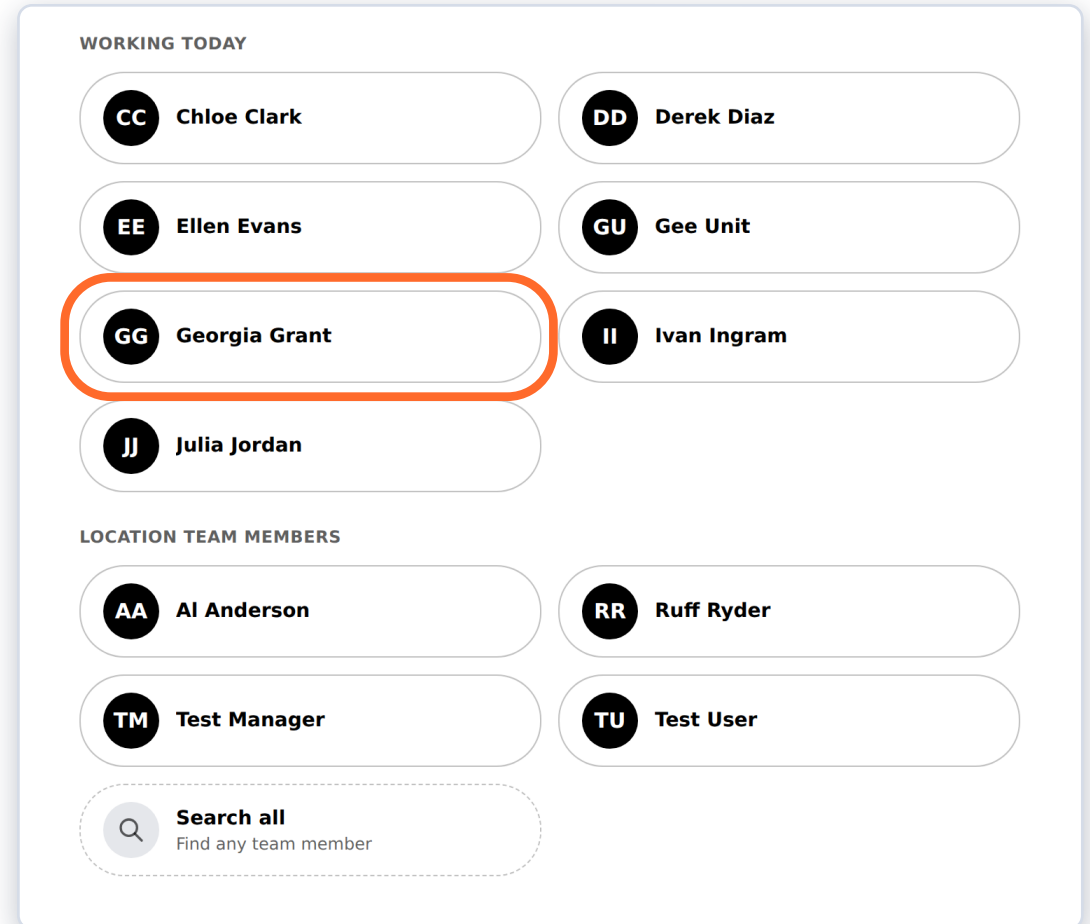
Everyone with a shift today is listed first, so you're usually one tap away.

2 Tap your card

In this example, Georgia taps her own name.

3 Don't see yourself?

Scroll to “Location Team Members,” or tap “Search all” to find any team member by name.



Type your 4-digit PIN

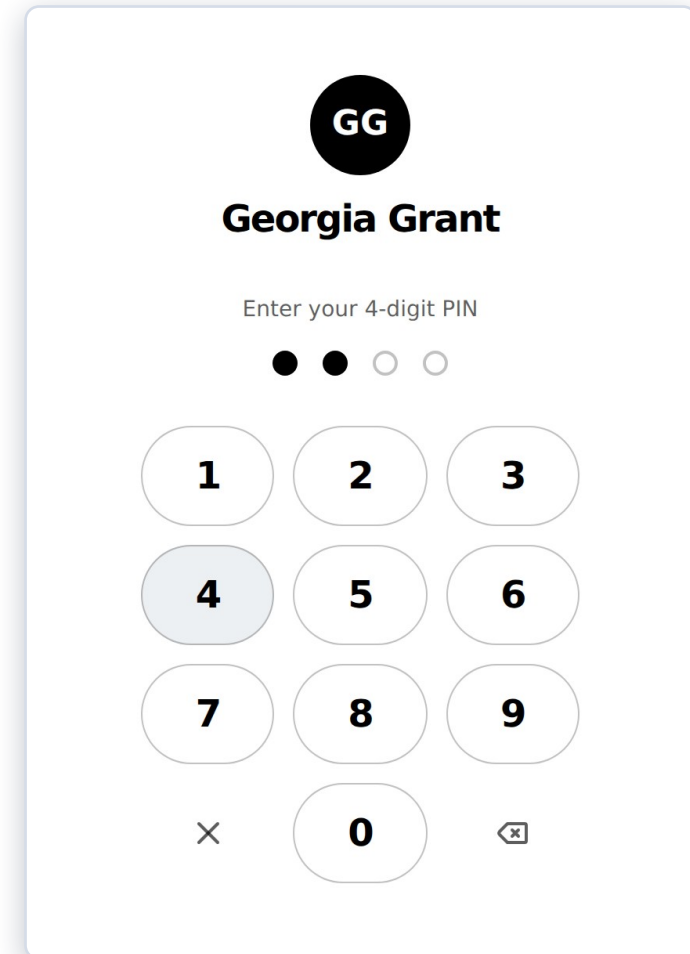
1 Enter your Tablet PIN

The dots fill in as you type. After the 4th digit the tablet checks your PIN automatically — no OK button needed.

2 Mistyped?

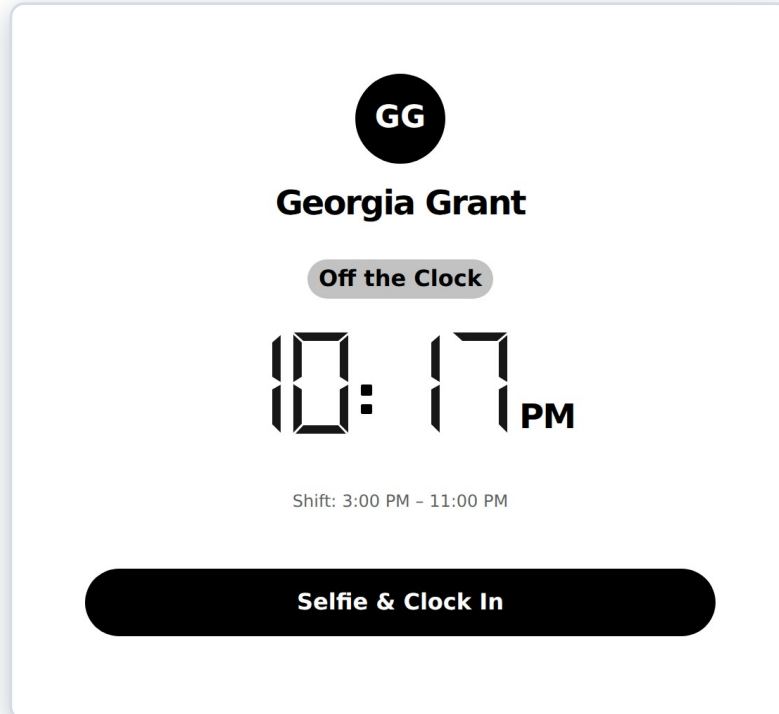
Tap  to erase a digit, or  to go back and pick a different name. A wrong PIN just shakes — type it again.

Your PIN is personal — it's how Kronto knows it's really you. Don't share it or clock in for anyone else.

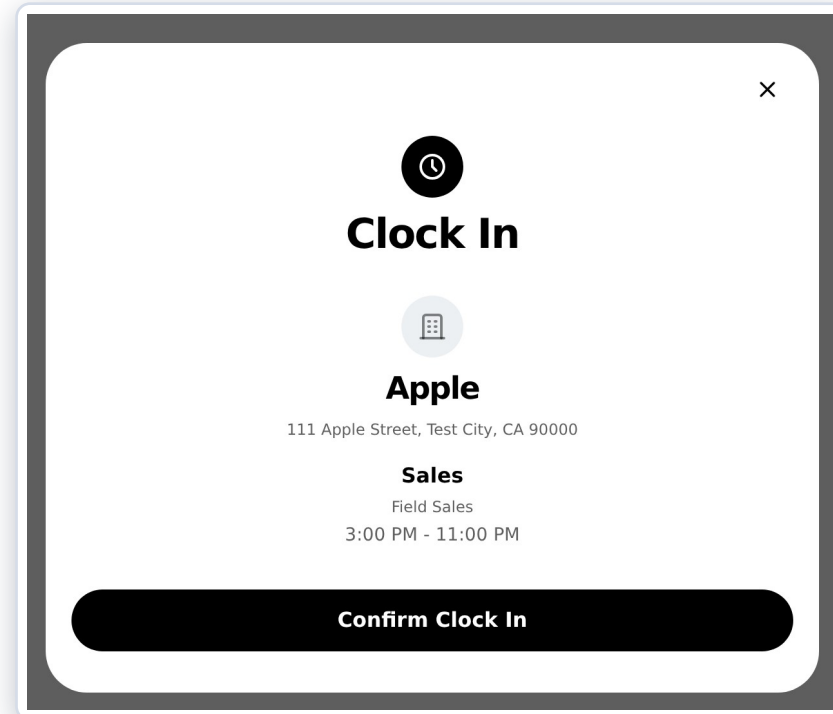


Close-up of the tablet screen

Check the details and confirm



Tap Selfie & Clock In



Then tap Confirm Clock In

Check that the store, your role and your shift time look right before you confirm. If your store uses clock-in photos, the tablet takes a quick selfie at this point.

You're on the clock

1

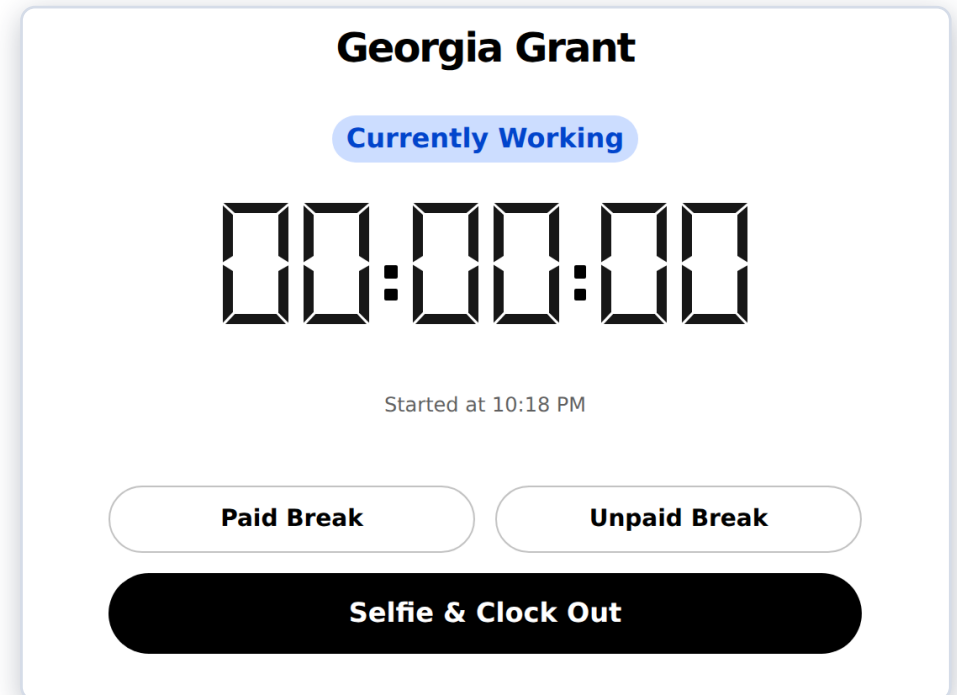
Look for “Currently Working”

The timer starts running and shows when your shift began. That's your confirmation — you're clocked in.

2

Breaks and clocking out

Come back to the same blue clock button, pick your name and enter your PIN again. From here you can start a paid or unpaid break, or clock out.

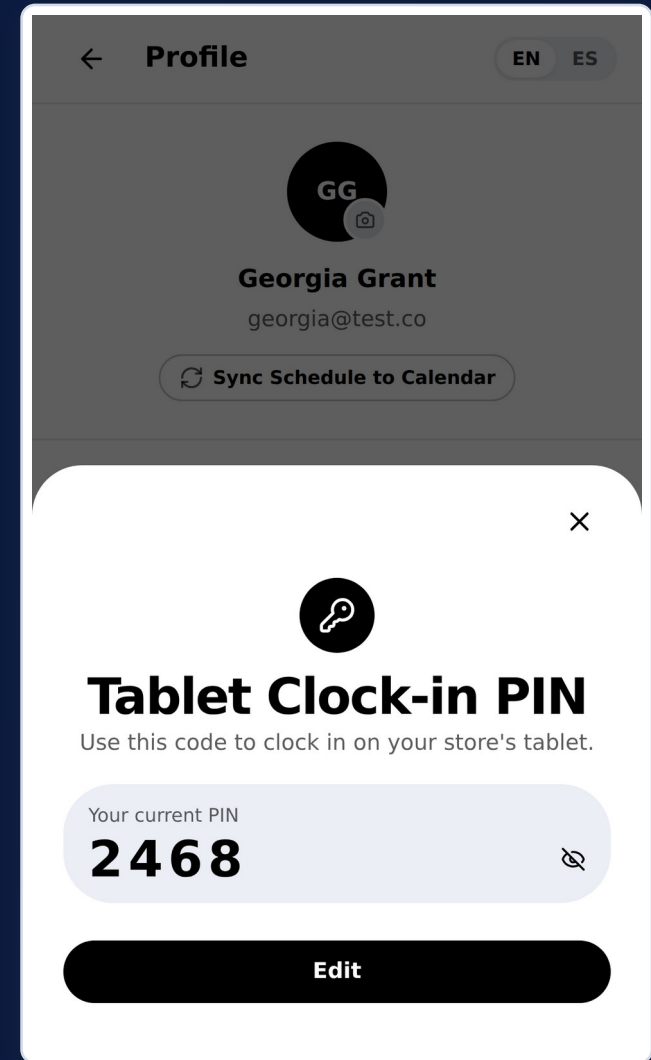


Close-up of the tablet screen

PART 2 · KRONTO MOBILE APP

Your Tablet PIN lives in the Kronto app

Find it, set it, or reset it yourself — any time, right from your phone. No need to ask a manager.



Where to find your PIN

1

Open your Profile

In the Kronto app, tap your photo in the top-right corner of the home screen.

2

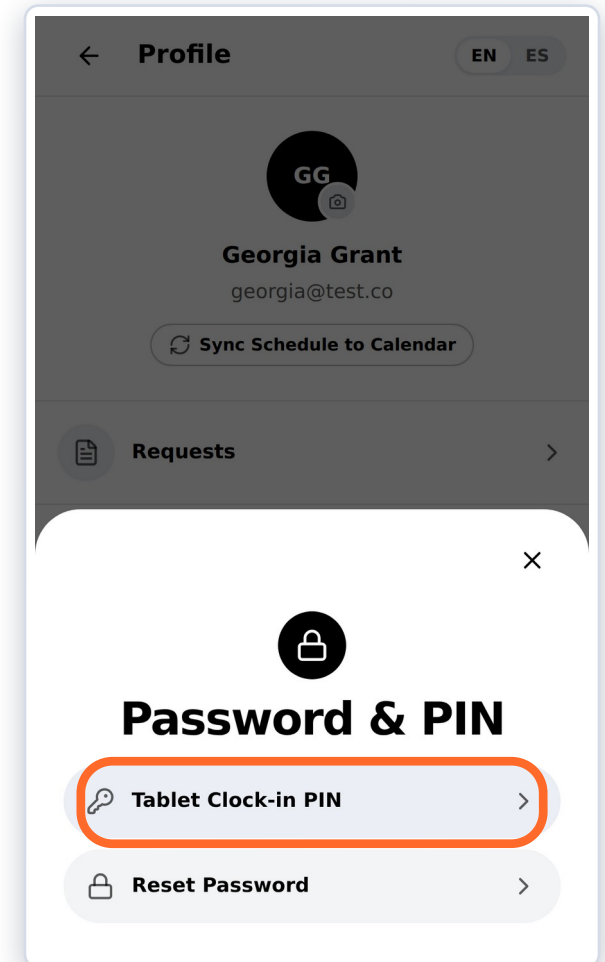
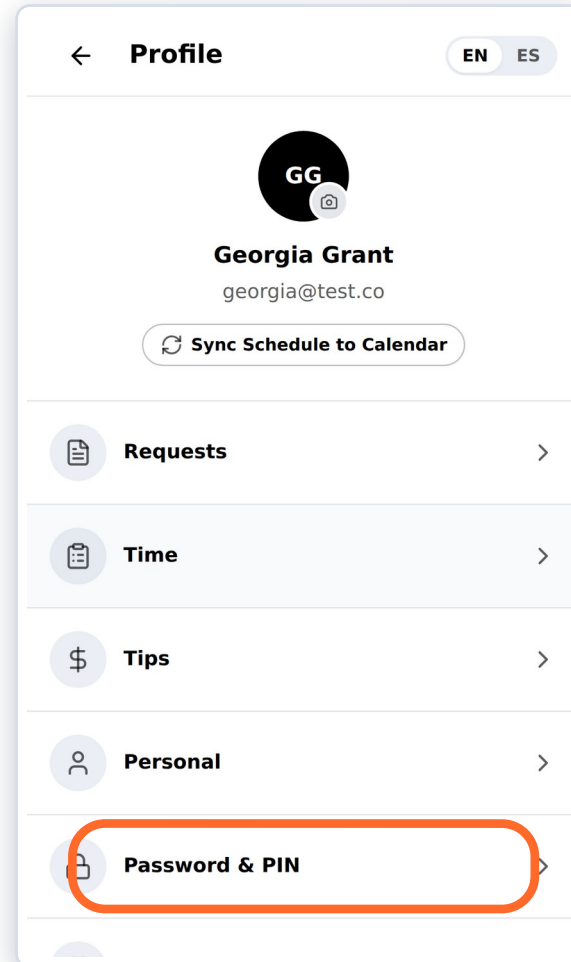
Tap “Password & PIN”

It's near the bottom of the Profile page.

3

Choose “Tablet Clock-in PIN”

This opens your PIN card — everything on the next two slides happens here.



Setting your PIN for the first time

- 1 No PIN yet?**
The card shows “Not set yet” and the New PIN field is ready for you.
- 2 Type any 4 digits**
Pick something you'll remember — digits only, exactly four.
- 3 Tap “Save PIN”**
That's it. Your PIN works at the store tablet immediately.

The screenshot shows the 'Profile' screen at the top with a back arrow, 'Profile' title, and language toggle (EN/ES). Below is a user profile card for 'Georgia Grant' with email 'georgia@test.co'. A modal titled 'Tablet Clock-in PIN' is displayed, featuring a key icon and the text 'Use this code to clock in on your store's tablet.' The 'Your current PIN' field shows 'Not set yet'. The 'New PIN' section has a text input field with the placeholder 'Enter 4-digit PIN'. At the bottom is a grey 'Save PIN' button.

This screenshot is identical to the previous one, but the 'New PIN' text input field now contains the number '2468'. The 'Save PIN' button at the bottom is now black.

Forgot it? Reveal or reset it

1

Reveal your current PIN

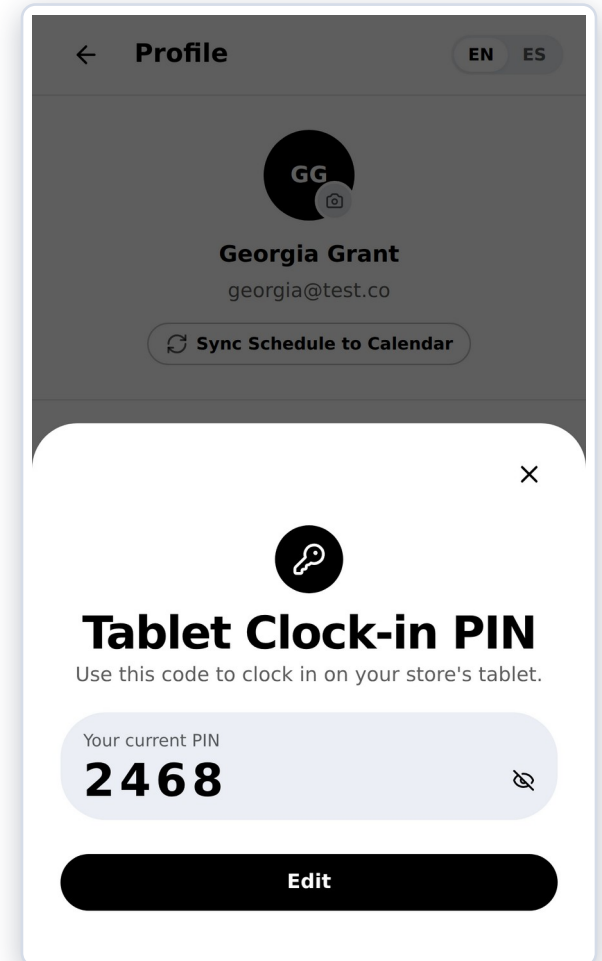
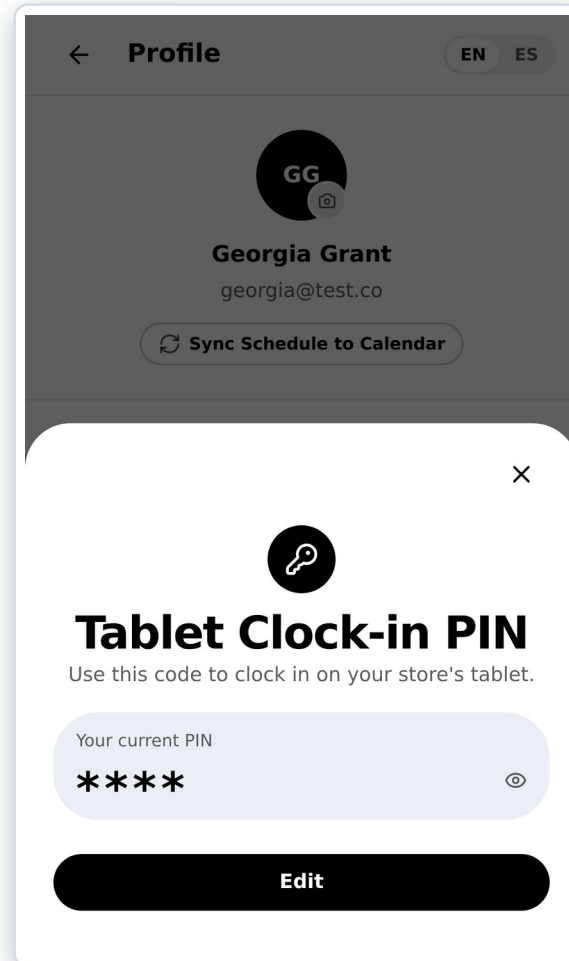
Your PIN is hidden as ****. Tap the eye icon to show it — handy right before you clock in.

2

Reset it with “Edit”

Tap Edit, type a new 4-digit PIN, and Save. The old PIN stops working right away; the new one works instantly.

Only you can see your PIN — it's tied to your own Kronto login on your own phone.



If something's not working

The tablet says “Tablet PIN not yet set”

You haven't created a PIN yet. Open the Kronto app on your phone → Profile → Password & PIN → Tablet Clock-in PIN → enter 4 digits → Save. Then try the tablet again.

I forgot my PIN

Reveal it in the app (tap the eye icon on the PIN card) or tap Edit to set a new one. Changes apply instantly — no manager needed.

My PIN isn't accepted

The pad shakes on a wrong PIN — just re-type it. If it still fails, reveal your PIN in the app to double-check, or reset it.

My name isn't on the clock screen

“Working Today” only lists people with a shift today. Scroll to “Location Team Members” or use “Search all” — and check with your manager if you're missing a shift.

Questions? Ask your manager, or reach the Kronto team through the app.