SHOW ME HOW

to Clock In/Out via Web TimeClock

Time and Attendance

STEP 1
Log in to the Paycom app. From the Time Management tile, click "Web TimeClock."

STEP 2
Click the appropriate option.
To clock in, click "IN DAY." To clock out, click "OUT DAY."

HELPFUL TIPS
• Not sure whether you are clocked in or out? Your current status appears next to the checkmark icon.