

# How to update IP settings for the Hand Punch unit and in TruTime

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**AMANO.**

## Introduction

**Below are steps on how to update time for the Hand Punch unit in the Trutime software**

1. Simply access the HP as a supervisor using the clear + enter keys together
2. Use password 2
3. Select set serial
4. When prompted - change the IP address, gateway, host bits

**Note:** If you miss the change to enter the information, you can cycle to the different IP settings or it will cycle automatically

1. In Trutime, go to the communication tab
2. Then non-aci
3. Then location tab
4. Update the IP of each location by using pencil icon

**Note:** To change between locations use the left and right arrow icons

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## Conclusion

Thank you for your time, and have a great day. As always, feel free to submit ideas on topics you want addressed in the Amano Knowledge Base using the comments feature.

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### **Customer Support Information**

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