

How to unlock schedule in the MTX15 clock directly

216 [Frank Mateo](#) Wed, Sep 21, 2011 [MTX-15 Terminal](#) 0 3054

AMANO.

Introduction

How to unlock schedule in the MTX15 clock directly

When each employee's file in Time Guardian is set with a fixed schedule and the lock in schedule option is enabled and a supervisor needs to override the lock, this can be done at the clock:

Note: Only applies to Time Guardian version 5 or higher, Plus version 2 or higher, and Pro version 4 or higher. Requires firmware version 3 in the MTX-15 clock.

1. Go in front of the time clock
2. Press the 1st button on the clock
3. Choose unlock schedule
4. Supervisor must swipe(not enter ID) their card/badge
5. Within 3-5 seconds, employee needs to swipe

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.

Amano Cincinnati, Inc. reserves the right to make equipment changes and improvements which may not be reflected in this article. Portions of this article may have been updated to include the latest hardware or firmware version, if applicable. Amano assumes no liability for errors and/or omissions. If you should find any errors or unclear information, please notify Amano by posting a comment.

Customer Support Information	Call toll-free in the U.S.: 800-253-9836 (outside U.S. call 973-364-0294) or Fax: 973-364-1091 Mailing address: Amano Cincinnati, Inc., 140 Harrison Ave., Roseland, New Jersey 07068 Web site: www.amano.com/time • E-mail: support@amano.com
---	---

Online URL: <http://tkb.amano.com/article.php?id=216>