

Time Guardian/Time Attendant DST Instructions

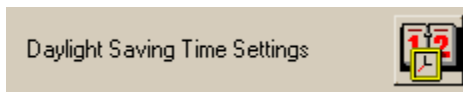
First go to **Setup**, then **Wizard**



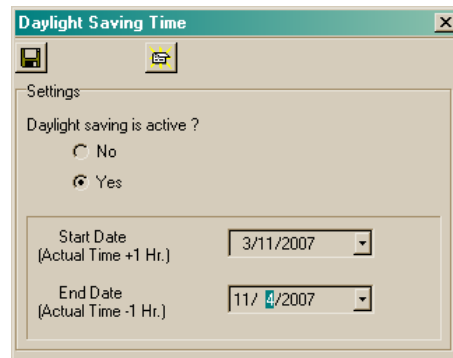
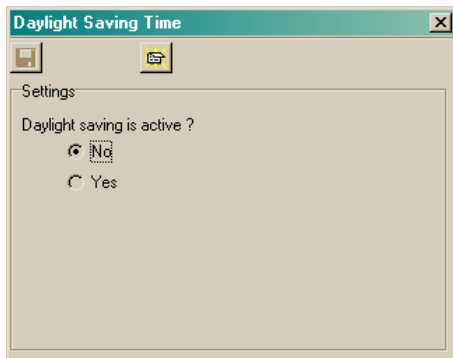
Then go to the **Clock** Tab.



Click on the button right next to the statement:



You may not have DST active so you may see one of these two screens.



Once the dates have been set you will need to **Auto Update**.

This will program your clock for DST.

NOTE: This has to be done EVERY year!