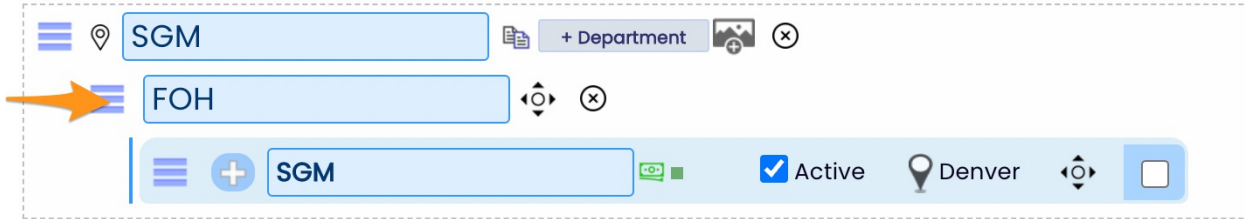


# Geofence Setup

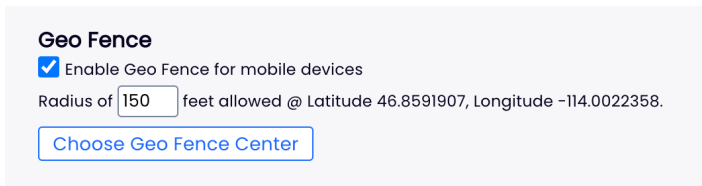
Last Modified on 04/13/2022 1:57 pm MDT

From the Gearwheel Menu > **General Settings**

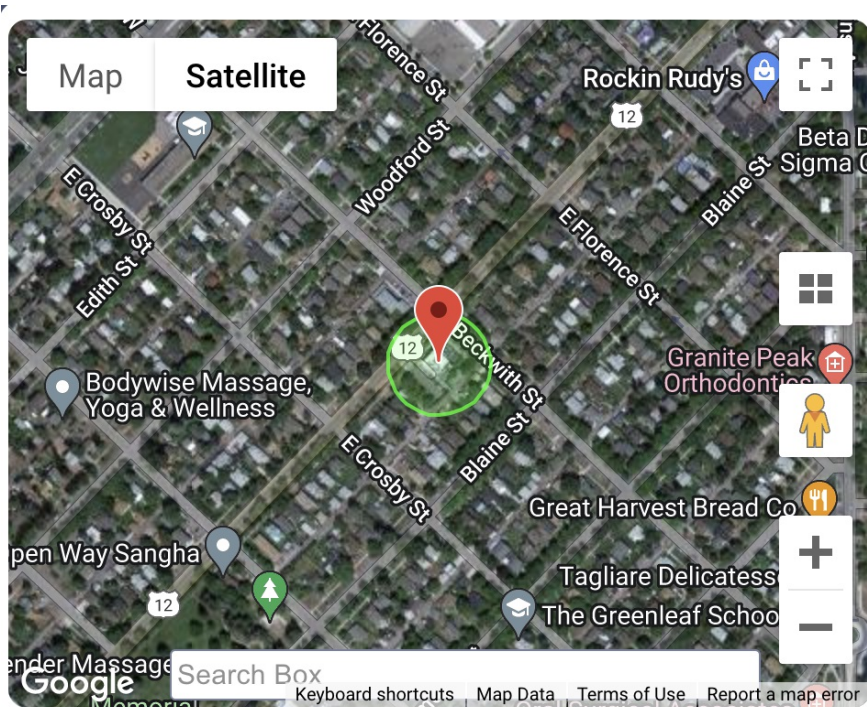
Scroll to Schedules. Find the intended schedule for the Geo Fence. Click "+" to expand location settings.



Enable the Geo Fence and provide a radius (feet allowed) input. Next use the **Choose Geo Fence Center** to locate on map.



From the map, enter business address to location, and set location.



Click on the map to set a center  
Adjust radius on prior page for fence boundary



**Geo Fence NOTE: If mobile signals are weak indoors resulting in unrecognized location, employees should connect to local WiFi.**

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