

Auto Time Punch for Salary

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To set individually

- Edit Employee;
- From Salary / Wage Tab, check **Auto Clock-In**

Profile Schedules / Roles **Salary / Wages** Permissions Alerts Admin Alerts Reminders, Certs & Custom Input Manager Notes

Wage / Salary Information

Part Time / Full Time
Full Time
Since Hired

If Salaried Auto Clock-In / Out of all Shifts (stops POS Time Punch syncing) 

Exclude Employee from
 Meal Deductions
 Payroll Export / API
 Tip Pooling
 Auto Clock-Out
 Employee Tips View

Contractor (no OT) No Overtime Calculated

4-10s (No 40 hr OT, OT After 10 hrs) Receives Health Benefits Merit Points (added to Tip Multiplier)

To set globally:

- Gearwheel > General Settings > Other Settings
- Make the following selection and SAVE

Salaried Employees Auto Clock-In / Out of all Shifts



NOTE: Engaging this feature will match time punches to scheduled shifts.

NOTE: Engaging this feature will not affect prior punches, but will auto-clock going forward.
