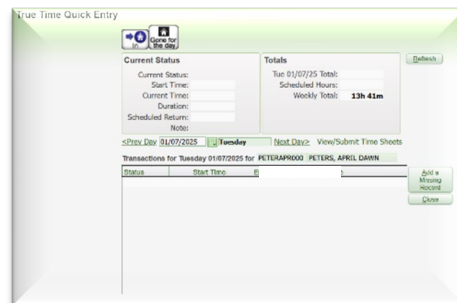
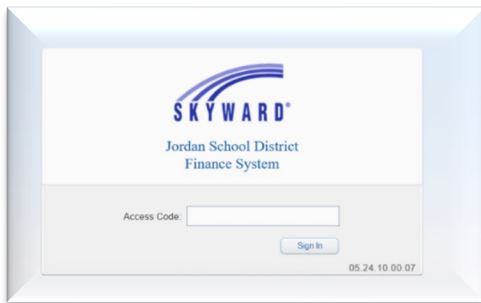


ACTION REQUIRED

It's Time to Replace Your Time Clock!

Action Required: Please be advised that the current **TrueTime** time clocks will no longer be supported as of **December 31, 2025**. All time clocks will need to be replaced by this deadline. There are three options to replace your time clock: 1) TrueTime Kiosk on a Chromebook or iPad, 2) QR Code, and 3) Skyward App. There is no need to wait! You can make the switch now before the end-of-year deadline.

- 1) **TrueTime Kiosk** – Employees can login to TrueTime using a simplified kiosk website. On this kiosk, employees simply enter a TrueTime access code and click Sign In. The employee is taken directly to the Quick Entry screen where they are able to clock in and out, submit their timesheets, and view or update their time. It is not necessary to purchase a new Chromebook or iPad if you have one readily available in your school. Simply contact your school tech to have the device configured as a TrueTime kiosk.



- 2) **QR Code** - Scan a QR code to access the TrueTime kiosk site using a personal device.



- 3) **Skyward App** – Employees can download the Skyward App from the Apple App Store or Android Play Store. This app simplifies the task of clocking in and out of TrueTime.



Please Note: Devices must be connected to the JSD Network to login to TrueTime.