Setting up the Mobile App
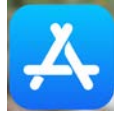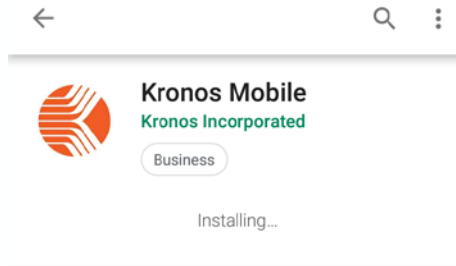
1. **Open** the App Store (iPhone) or Google Play Store (Android).

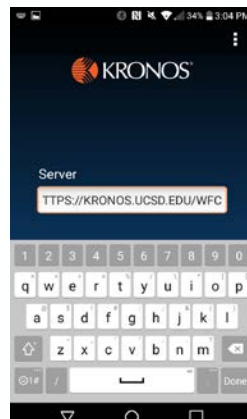2. Search for *"Kronos Mobile"* to download the Kronos Mobile app.

3. **Open** the Kronos mobile app by clicking on icon.

4. The first time you open the app, you should be prompted for the name of the **server**.

Enter https://kronos.ucsd.edu as the server.

To connect to the server your phone must be connected to a UCSD network (i.e. UCSD Guest or UCSD Protected).

Punching In/Out

1. **Log in to** Kronos using your AD (active directory) credentials.

2. Once you log in, select the **"Punch"** option at the top of the screen.

3. To clock in/out select the **"Punch"** button at the bottom right of the screen.

This action will record your time in or time out on your timecard.

UC San Diego