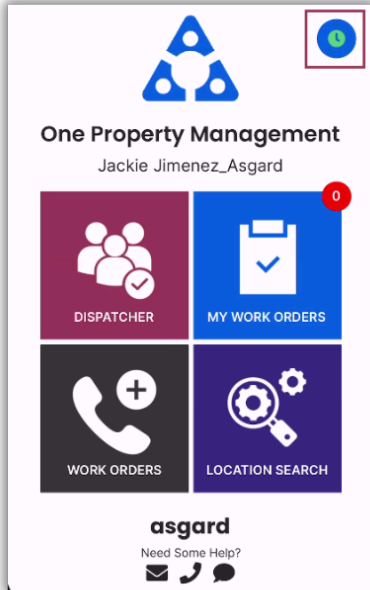
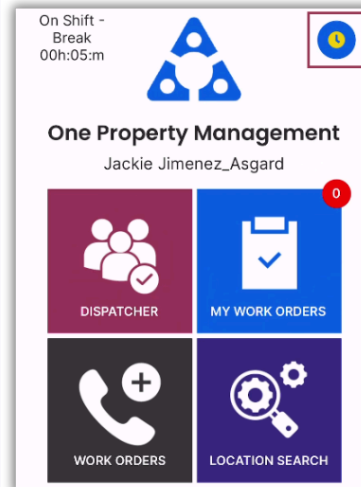


The Shift Status clock enables you to manage your shift status once you have logged into Asgard on your mobile device. Your shift status is also visible on the Desktop.

Upon logging in, immediately set your status to **On Shift - Ready**. This means you are prepared to receive work orders as indicated by the **green** clock.

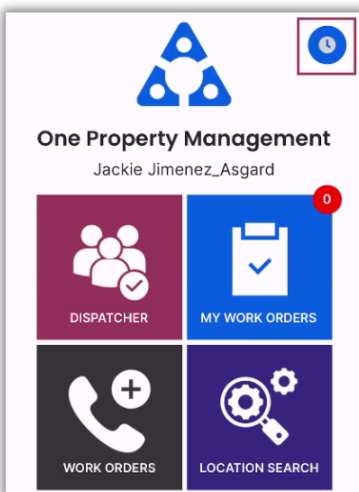


On Shift - Break - indicates you are at lunch or on a break. This status turns the clock **yellow**. Also, a clock indicator appears at the start of your break. This convenience feature shows how long it's been, helping you, the system, and the front desk keep track. *Usually*, you won't receive new work orders during your break.



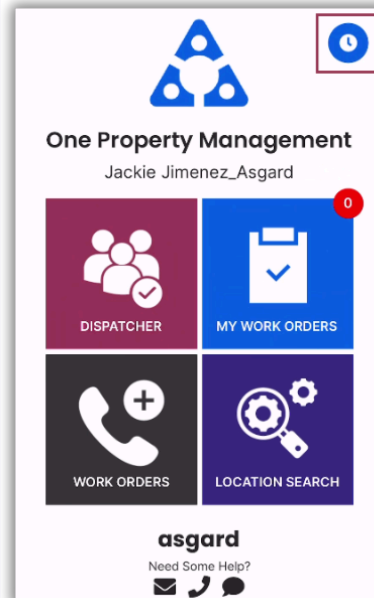
The convenience clock **does not** affect your time card.

About 15 minutes before the end of your day, switch your status to **On Shift - Ending Shift**, indicated by the **gray** clock. This allows you to finish up any work before leaving.



Note: If your site uses Auto-Assign, you will only be assigned to work orders when you are in **On-Shift - Ready** status.

Before logging out of your device and clocking out for the day, switch your status to **Off Shift**, indicated by the **white** clock.



When you're in **Off Shift** status, your name *no longer appears* in the work order "Assign To" lists.