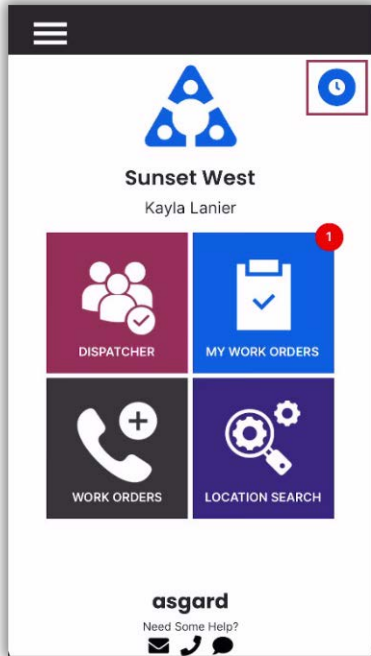
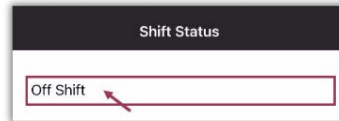


## Starting Shift – After you log in

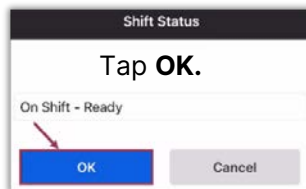
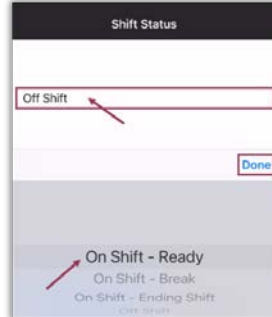
**Step 1:** A **White** clock indicates you are **Off-Shift**. Tap the clock to put yourself **On Shift**.



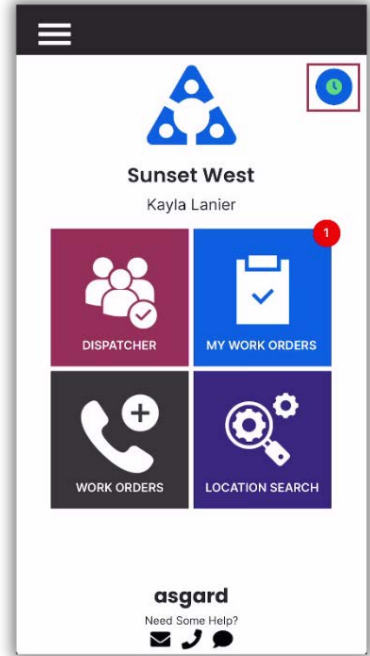
**Step 2:** Tap the **Shift Status** bar.



Scroll to **On Shift - Ready**, Tap **Done**.

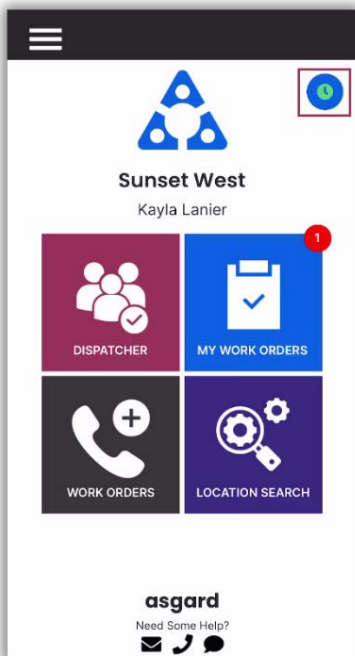


A **Green** Clock indicates that you are now **On Shift - Ready!**

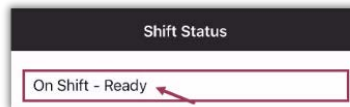


## Ending Shift – Before you log out

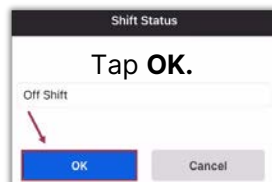
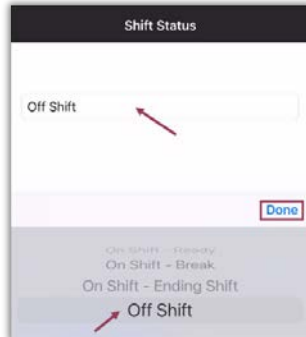
**Step 1:** A **Green** clock indicates you are **On-Shift - Ready**. Tap the clock to take yourself **Off Shift**.



**Step 2:** Tap the **Shift Status** bar.



Scroll to **Off Shift**, Tap **Done**.



A **White** Clock indicates that you are now **Off-Shift!**

