

# I can't clock in/out of my school, can you help?

## (Android Instructions)

If you're unable to clock in/out at your school, you're probably experiencing an issue with your Location Services. To clock in/out successfully, you must have Location Services turned on within your Phone Settings AND the Paycom App. If you do not have location services turned on for the Paycom App, you will always receive an error when you try to clock in or out.

**\*Note\*** If you are in program and need to be clocked in ASAP, please use another team member's device. Just make sure their device is set up correctly for clocking in/out.

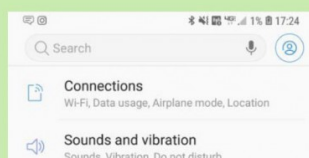
The instructions below are for how to turn on Location Services in the Paycom App on an Android device:

Android:

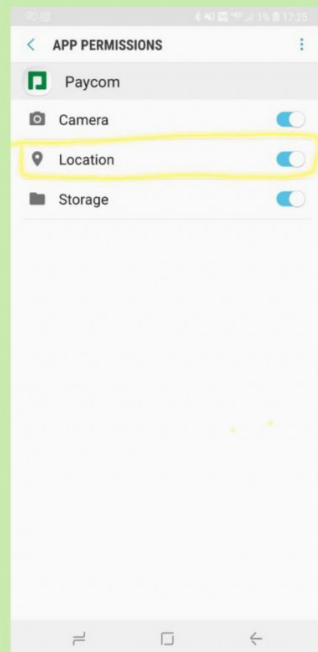
3) Go into your Settings App



2. Select "Apps"



5. Ensure “Location” is turned **Blue**



Thank you!