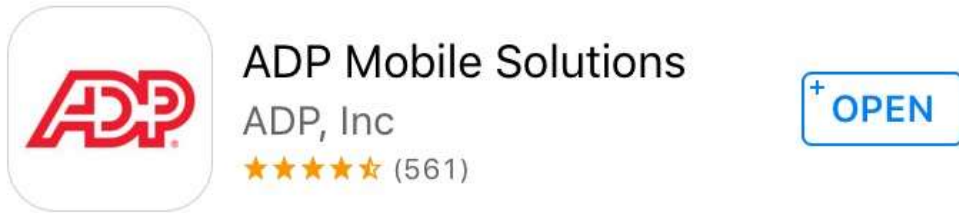


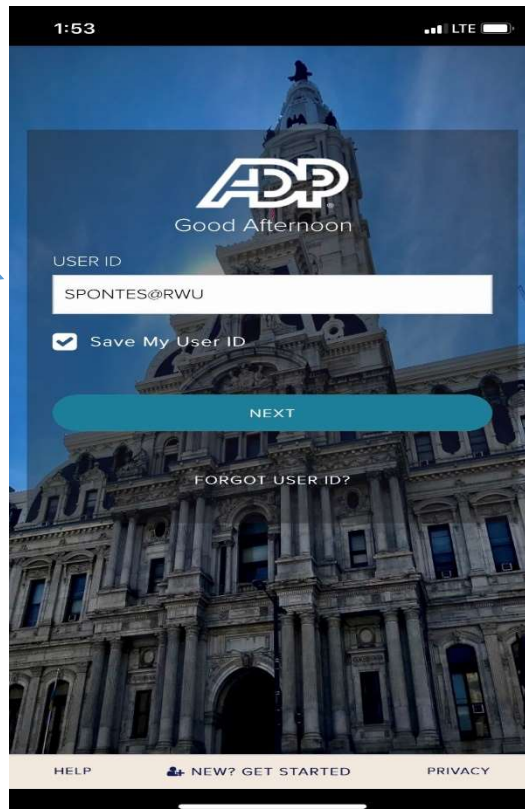
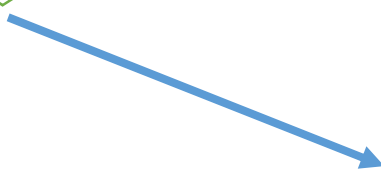
ADP Mobile App Instructions

Download the ADP Mobile Solutions App through your phone's AppStore or PlayStore. Once downloaded, open the app and sign in, your user name and password will be the same as it is when login in from work.

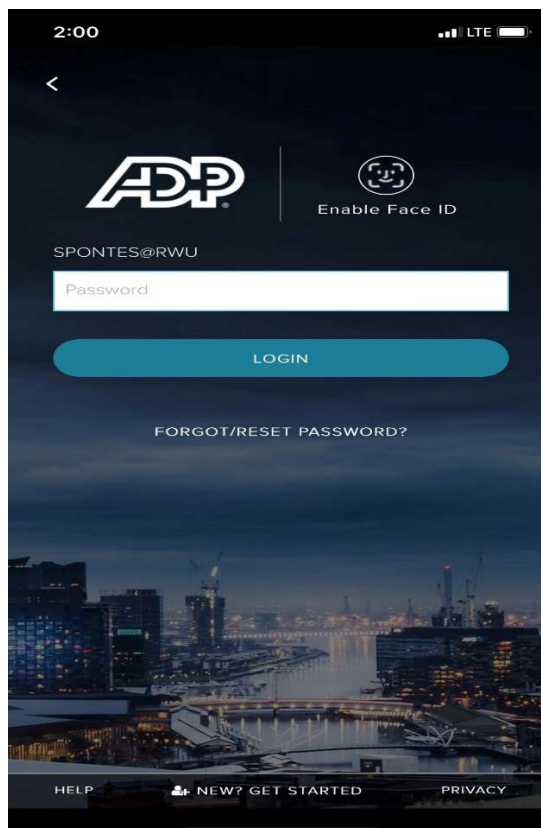
(If you do not have a username please see the [USER MANUAL](#) on the payroll office website. If you have forgotten your password, please click "forgot password?" on your screen to reset your password.)



Enter your
ADP User ID



Enter your
ADP
Password





Dashboard

Clock >

2:01:29 PM

Mar 13, 2020

CLOCK IN

TRANSFER

Touch to punch in or out

Hit transfer to select other than primary positions

Timecard >

Feb 29, 2020 - Mar 13, 2020



Total Hours



Exceptions

Time Off >

Time off balance as of

Your Schedule >



8:30 AM - 5:00 PM ⇄