



# Manual clock entries

*Last updated - Jun 02, 2020 at 2:55PM*

Web:	<a href="https://timedock.com">https://timedock.com</a>
Email:	<a href="mailto:info@timedock.com">info@timedock.com</a>
International:	(+64) 9 444 1384
Local phone:	(09) 444 1384

To make a manual entry employees must advise a system administrator who can log in to TIMEDOCK to make the entry from the web portal.