

## Call-In Time Punch with Building Codes (English)

1. You will need your JM Timekeeper ID \_\_\_\_\_ and building code before you begin.
2. Use the landline phone approved by your supervisor.
3. Dial (833) 677-0302
4. Enter JM Timekeeper ID when prompted \_\_\_\_\_  
Enter building code when prompted \_\_\_\_\_
5. If calling from an unauthorized number, the system will prompt you for a company ID.
6. Your company ID is \_\_\_\_\_



(567) 803-0096

support@janitorialmanager.com