

Below is a link to **TimeClock Plus** to [view your hours online](#). You will use the same login as you do for time clock.

<http://tcplus.swsc.org/webclock30/Login.aspx?namespace=BOLD>

Once you are login click on view. Then toward the bottom of the page there is a drop down menu to choose what you want to view. Choose hours to view your hours. Use the arrows keys at the bottom of page to view week by week. Close, Ok, and exist when finished.

**Below are directions to view your hours from time clock.**

**Press View button**

**Choose option 1 for hours**

**Put in your ID and press enter**

**Put in your pin and press enter**

**Choose option 4 for detail**

**Select week you want to view by using the right and left arrow keys**

**Press enter**

**Use the right and left arrow keys to view each day**

Have a great day!

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**Penny Christy**

Business Manager Assistant

BOLD Public Schools #2534

701 S. 9th St.

Olivia MN 56277

Phone: [320-523-1031](tel:320-523-1031), [Ext. 2101](tel:320-523-1031)