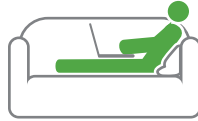




Access more than just your work schedule:



View your attendance and monitor your hours.



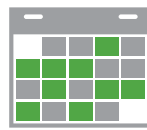
Check your schedule *anytime, anywhere.*



Swap shifts with coworkers to fit your schedule.



Receive email and text message reminders for upcoming shifts.



Request time off and set your availability.



Mobilize your schedule with our free employee app.

Here's how to get started in TimeForge.

Give your email address to a manager.

Give your email address to a manager, and they will then send you an email from TimeForge with instructions and a link to set up your account.

Set your password recovery question and answer.

This way you can reset your password in case it is forgotten.

Next, select the Alerts tab.

Choose how you would like to receive alerts and information about your schedule.

Now you're ready to stay on top of your work schedule.