



## The TimePilot system: Setting the clock

Because the TimePilot timeclocks get their time from the clock in your PC, it's important to make sure your PC has the correct time.

Here's how:

1. Double-click the time in the lower-right corner of your screen. (see Figure 1 below)
2. Your computer's date and time properties box will appear.
3. To change the hour, highlight the hours under the analog clock at the right side of the box and click the up or down arrow to the right until you get to the correct time.
4. Do the same as above for the minutes. (See Figure 2)
5. Click OK. Your computer's clock will show the updated time, as will the TimePilot clocks.



Figure 1

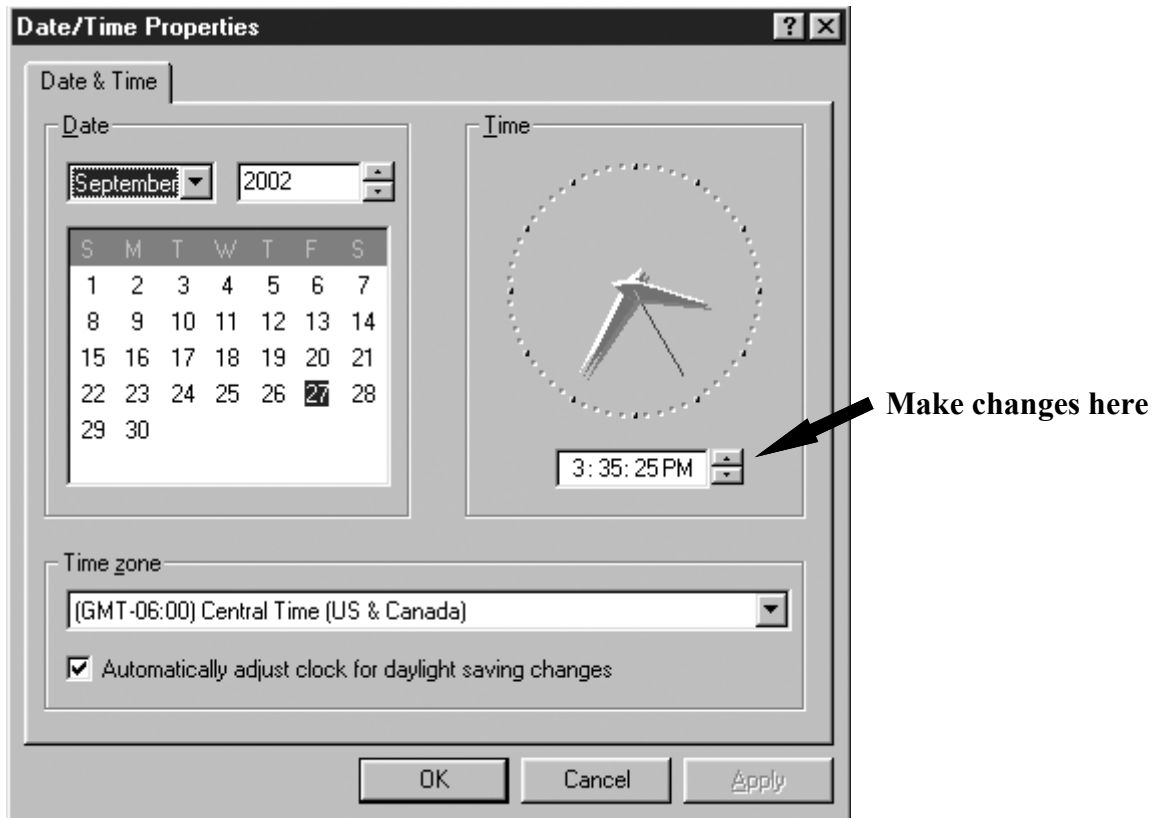


Figure 2