



Setup Time Clock Terminal or Kiosk

Allow employees to clock in and out from a single device by downloading the Zoho Shifts Kiosk app in your organization. The kiosk app is available in both Android and iOS devices.

To set up the Kiosk app

Setting up the kiosk app is a one-time process. Only administrators/managers will be able to set up the Zoho Shifts Kiosk app.

1. Download the app to your device.
 - [Android](#)
 - [iOS](#)
2. Open the app and log in with the administrator/manager credentials.
3. Choose the schedule that you would like to set up the kiosk app for your organization.

Once the app is set up, your employees can select their name from the list and enter their PIN to clock in and out.

To view the Kiosk PIN

For employees to view their PIN:

1. Log in to your Zoho Shifts account from a web browser.
2. Select your profile icon in the top-right corner.
3. Select **My Profile** and view the PIN in the **Kiosk PIN** field.

For managers to view the employees' PIN:

1. Log in to your Zoho Shifts account from a web browser.
2. Go to the **Employees** tab.
3. Select the employee to view the PIN in the **Kiosk PIN** field.