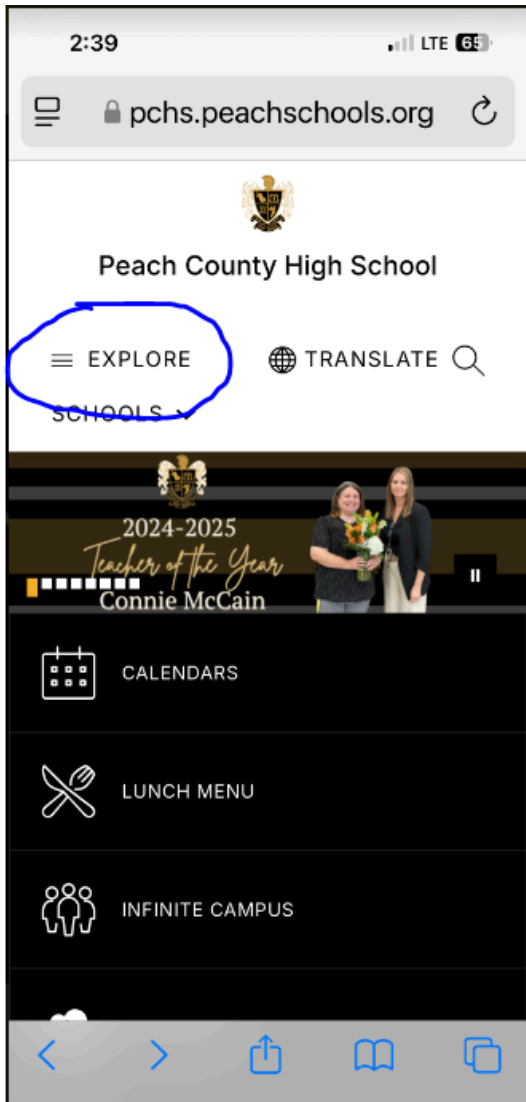


# Clock-In App Instructions

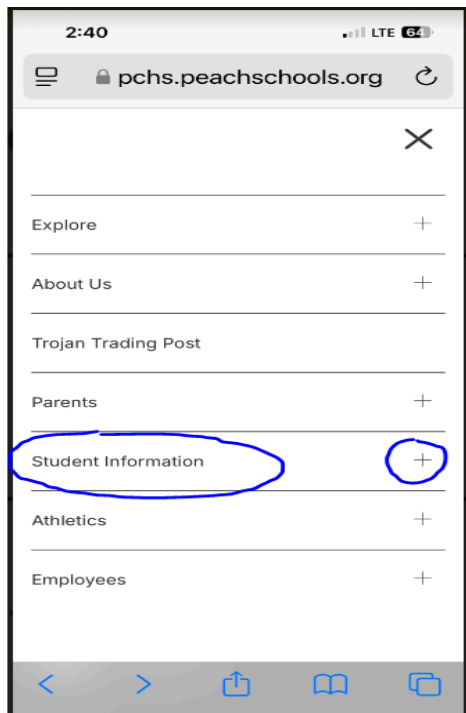
Each day you must “clock-in” to your WBL class in order to leave campus. It serves as a record of your attendance. It is a very simple process to do this and it must be done EVERY day.

From a **phone**:

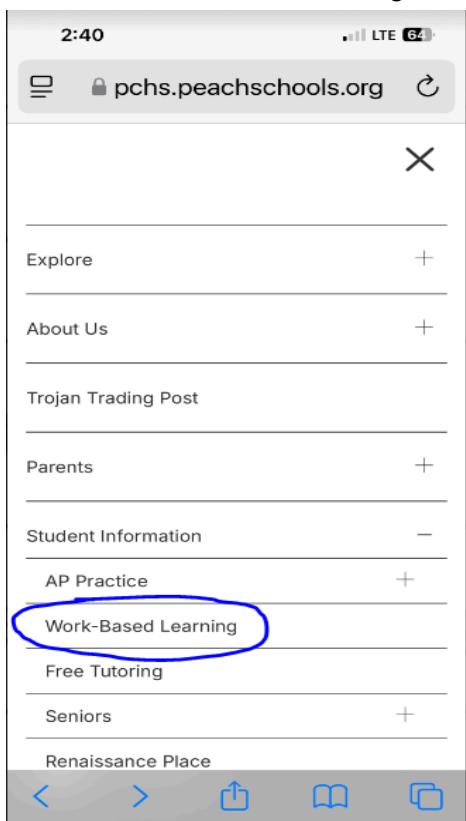
- 1) Go to the Peach County High website and click on “Explore”.



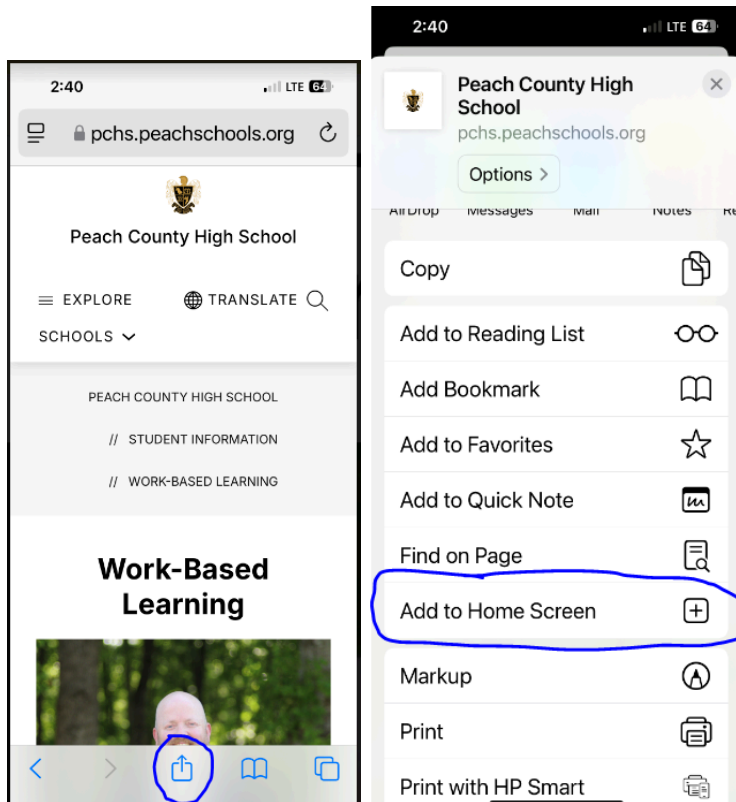
2) Click on "Student Information".



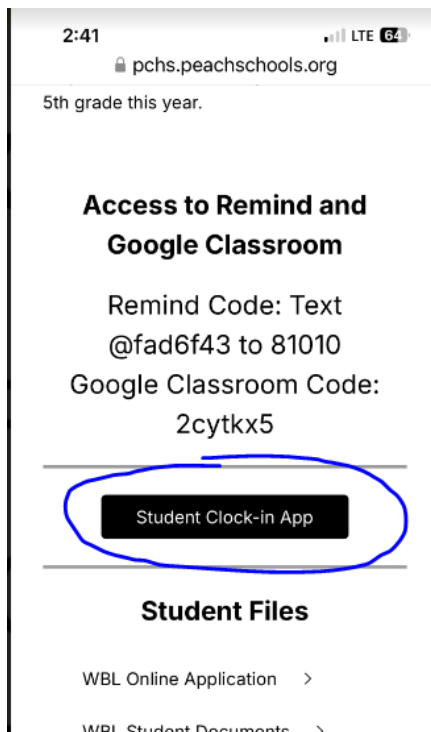
3) Click on "Work Based Learning"



- 4) Once on the Work Based Learning site. Stop and add this bookmark to your home screen of your phone.



- 5) Scroll down and click the “Clock-In App” button.



- 6) Fill in the form with your lunch number, last name, first name, and the block or blocks you have WBL. Then click **SUBMIT**.

The image shows a mobile screen of a Google Forms application. At the top, the status bar shows the time 2:41, LTE signal, and 64% battery. The browser address bar shows docs.google.com. The form has a light beige background. The first question is 'Student's First Name \*' with a text input field labeled 'Your answer'. The second question is 'Enter the block(s) that you are assigned \* WBL/YAP' with five radio button options: 'First Block', 'Second Block', 'Third Block', 'Fourth Block', and 'Third and Fourth Block (2 WBL Blocks)'. Below the questions is a white box with the text 'PLEASE SUBMIT FORM TO COMPLETE CLOCK-IN'. At the bottom, there is a blue 'Submit' button and a 'Clear form' link. A blue hand-drawn circle highlights the 'Submit' button. At the very bottom, there is a footer with the text 'Never submit passwords through Google Forms.', 'This form was created inside of Peach County Board of Education. [Report Abuse](#)', and the 'Google Forms' logo.

2:41 LTE 64%

docs.google.com

Student's First Name \*

Your answer

Enter the block(s) that you are assigned \* WBL/YAP

☐ First Block

☐ Second Block

☐ Third Block

☐ Fourth Block

☐ Third and Fourth Block (2 WBL Blocks)

PLEASE SUBMIT FORM TO COMPLETE CLOCK-IN

Submit Clear form

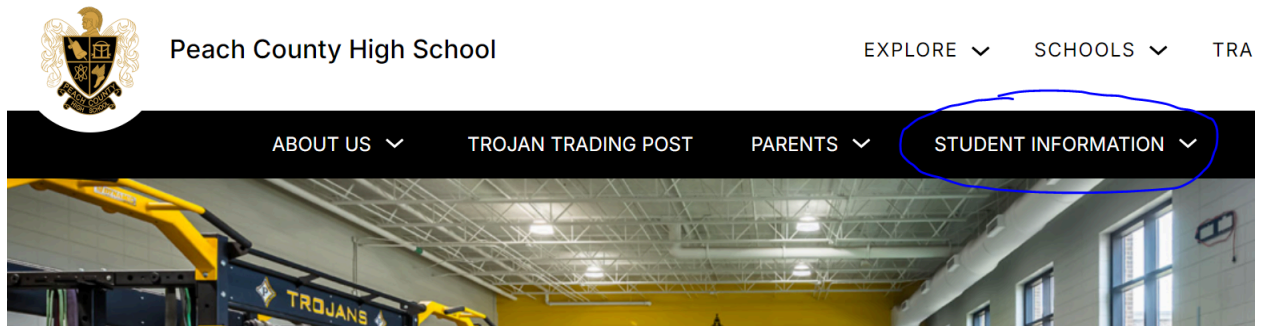
Never submit passwords through Google Forms.

This form was created inside of Peach County Board of Education. [Report Abuse](#)

Google Forms

From a **computer**:

- 1) Go to the Peach County High website and click "Student Information".



- 2) Click Work Based Learning.
- 3) Scroll down and click the Clock-In App button.

#### Access to Remind and Google Classroom

Remind Code: Text @fad6f43 to 81010

Google Classroom Code:

2cytkx5

Student Clock-in App

- 4) Fill in lunch number, last name, first name, and the block or blocks you have for WBL and click **SUBMIT**.

☐ Third and Fourth Block (2 WBL Blocks)

PLEASE SUBMIT FORM TO COMPLETE CLOCK-IN

Submit

Clear form