HandPunch Initial Setup & IP Address Setup Instructions

Before you start: How to Setup & Install clock
- Install clock so bottom of clock is 40 inches above the ground at waist height
- Connect CAT-5 cable from clock’s RJ-45 network port & connect other end to DSL Modem
- Plug in reader to standard power outlet (110/120 Volts), 4 ft cable provided (Don’t hard wire)
- Program Static IP Address, Subnet Mask & Default Gateway into clock (See below instructions)
- Activate clock by calling Support at Ph# 718-784-4900

Set IP Address
- To get entry to password level Press: Clear and Enter
- Enter your Supervisor ID, followed by the Enter key: XXX then Enter
- Place your hand for verification
- Enter password followed by # key: 2#
- Press (*) to skip set language
- Press (*) to skip set date format
- Press (*) to skip set date and time
- Press (*) to skip set address
- Press (*) to skip id length
- Set Serial: Press #
- Verify/Enter IP Address (make sure to use all 3 numbers in each octet)
  Example: 192.168.001.105
- Verify/Enter Gateway (make sure to use all 3 numbers in each octet)
  Example: 192.168.001.001
- Verify/Enter Host Bit
- 9600 Baud: Press #

Clock Activation Instructions:
Once the clock is installed with the proper Static IP Address info configured in the clock and the CAT-5 network patch cable is connected from the clock to DSL Modem please give Central Time Clock a call at Ph# 718-784-4900 and ask for HandPunch support to test communication. Once the clock is activated you will be able to start enrolling new users and begin punching.

Central Time Clock
Since 1931

Call (718) 784-4900
www.centraltimeclock.com