

Veritime FAQ

Q - When do I need to start?

A – Employees will be given a start date when they receive training. No one will need to start using the Veritime system until receiving training.

Q – What should I do if the system isn't working? (Computer is down, internet is down, etc)

A - There will be a log near each time keeping kiosk where employees can write down their start/end times when the system is down. This happens.

Q – What if I forget to clock in or out?

A - There will be a log near each time keeping kiosk where employees can write down their start/end times if/when they forget. This will likely happen to everyone during the first 30 days of using the Veritime system.

Q- What happens when I am absent?

A- All employees are currently using Aesop to request absences. The Aesop system and the Veritime system are directly linked to each other so if an absence has been entered into the Aesop system....the Veritime system will not be expecting the employee to clock/in out that day. Partial day absences work the same way. The Veritime system knows that an employee will be clocking out at noon if an absence has been entered on the Aesop system for that partial day period.