

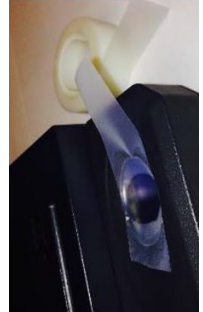
# Caring for Time Clocks

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Keeping the Time Clock clean and well maintained will help ensure its optimal performance.

## Cleaning the biometric reader

The biometric reader, while tolerant of residues left on the scanner, performs best when kept clean. To clean the biometric reader, apply the adhesive side of cellophane tape to the finger scanner and then peel it away.



## Protecting the biometric reader against damage

- Do not pour any liquid directly on the scanner.
- Do not use alcohol-based cleaners.
- Never submerge the reader in liquid.
- Never rub the scanner with an abrasive material, including paper.
- Do not poke the window coating with your fingernail or any other item, such as a pen.



## Cleaning the touch screen

Use a dry microfiber cloth to clean the touch screen. You may also use antistatic, compressed air cleaner to blow away dust. **DO NOT** use alcohol-based cleaners or wet cloths on the screen.

