

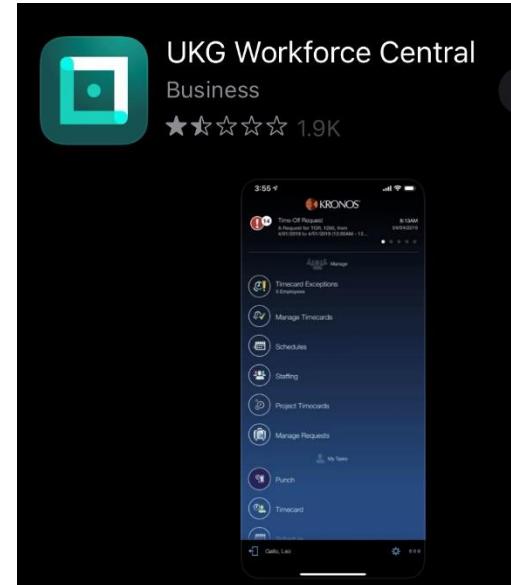


Mobile Phone

Set Up Kronos on your Phone (Easy as 1-2-3)

Description: How to set up your mobile device the first time. Most screens shown are an iPhone, but the screen functions should be similar regardless of the device used.

- 1 Download the **UKG Workforce Central** mobile app, from the Apple app store, or Android Play store, onto your mobile device.



- 2 Launch **UKG Workforce Central** app. When prompted for

Server, enter: <https://omnihotels.kronos.net/wfc/logon>

Double check the server is properly entered by saving it and opening the server address again. Auto Correct may cause errors in typing. This is a common root cause of connection issues.

- 3 Login with your Kronos username and password.

Username: **your employee number**
(with leading zeroes)

Password: Welcome1

Note: Reset your password after you log in the first time.

