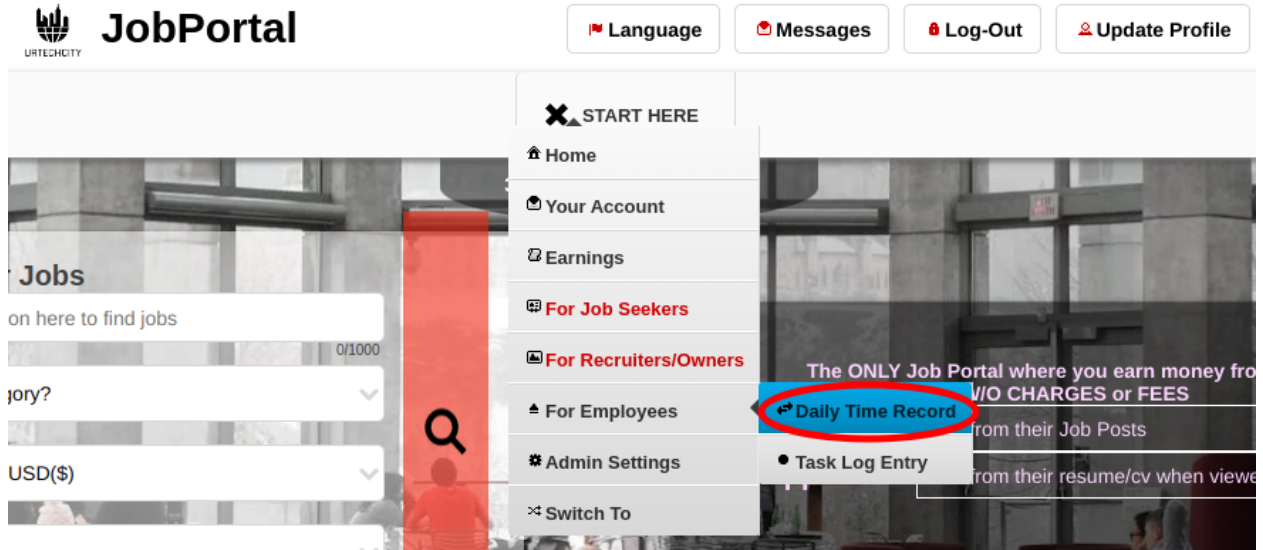
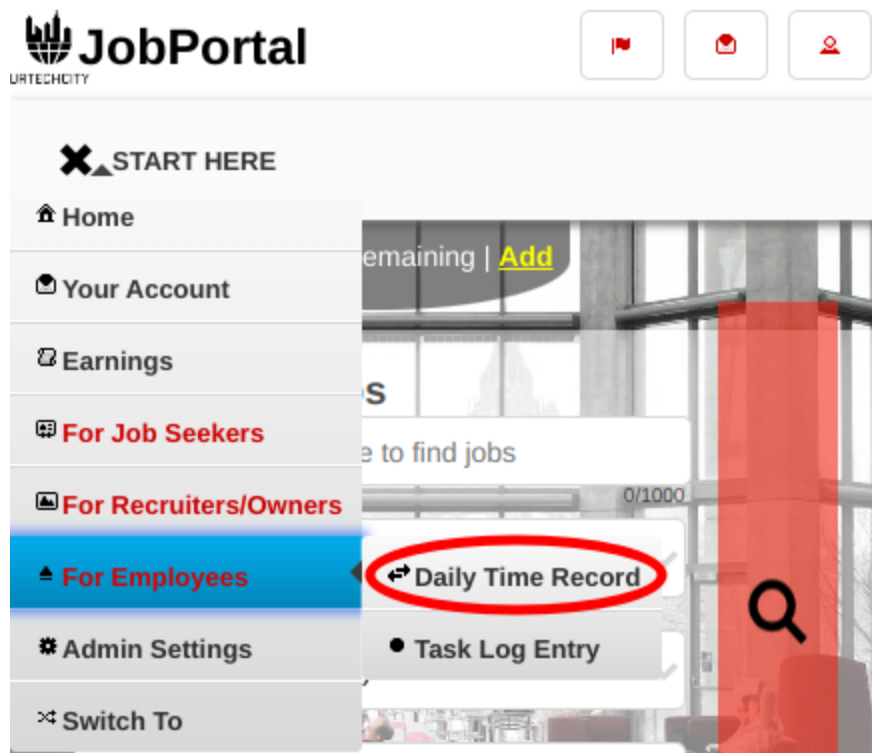


1. Click **Daily Time Record** from the menu:

- a. Desktop



- a. Mobile Devices



2. Select the business profile and then click the **Ok** button.

a. Desktop

Please select a business where the daily time record should be connected to then click Ok. Once you click Ok, you will be logged out and the daily time record will pop-up.\*

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Ok

b. Mobile Devices

3. The employer should key-in his/her user ID to activate the **Daily Time Record** then click the **Ok** button.

a. Desktop

Job Portal(UrTechCity)

UrTechCity is there to give you the software solution you need

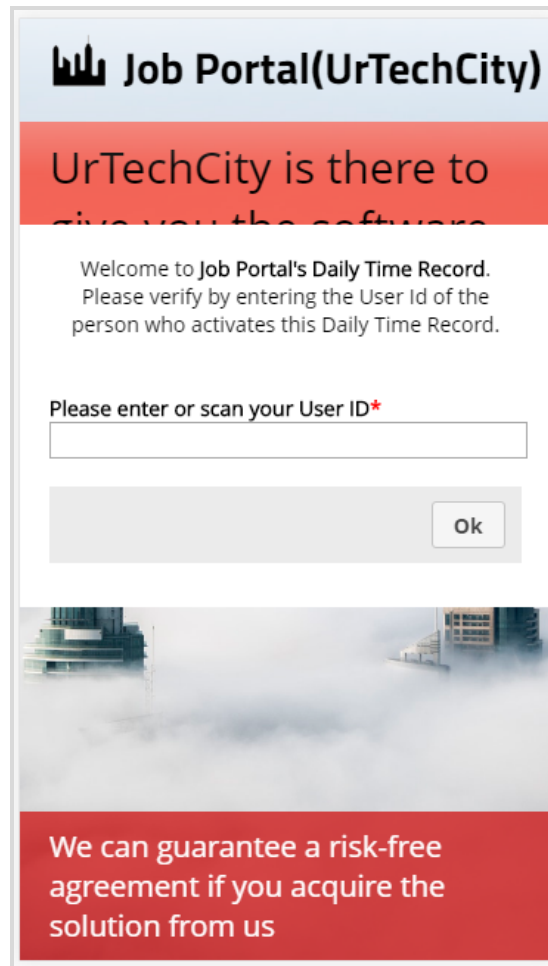
Welcome to Job Portal's Daily Time Record. Please verify by entering the User Id of the person who activates this Daily Time Record.

Please enter or scan your User ID\*

Ok

We can guarantee a risk-free agreement if you acquire the solution from us

a. Mobile Devices



**Job Portal(UrTechCity)**

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Welcome to Job Portal's Daily Time Record.  
Please verify by entering the User Id of the person who activates this Daily Time Record.


Please enter or scan your User ID\*

Ok

We can guarantee a risk-free agreement if you acquire the solution from us

4. The employees can already use the daily time record to log-in or log out.
  - Enter the user Id again to log out

**b. Desktop**

 Job Portal(UrTechCity)

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**b. Mobile Devices**

