



cincinnati time systems

How to setup the NT300 clock to accept badge swipes as well as badge numbers keyed in at the clock:

1. Hit **00** then **Enter**
2. When asked for a password enter **888** then press **Enter**
3. Go to Menu option **#9**
4. When asked for Admin. # enter **160419** then press **Enter**
5. Choose Menu option **#2 – Reader Type** then choose **#4 – Key In**