

# GT4Lite - Biometric

## Employee Actions



### Punching



1. Enter your Badge Number
2. Place Your Finger to Verify

### Enter the Options Menu

1. Click on the Options Button **Options**
2. Enter your BADGE number then verify with your finger

### Review Recent Punches

**My Recent Punches**

Shows your recent punches at this clock

### Manage Biometric Consent

**Manage Bio  
Consent**

Here you can review when you provided consent to store your biometric template and when consent expires.



Scan to learn  
more about  
Biometric  
Consent

To decline prior authorized consent, click Renew, and choose decline at the end. This will remove your template and you will no longer be able to punch at the time clock.