

Are you wanting to remove or disable a Project or Break that is assigned to an FKey on the reader?

 Features, Projects
 Features, Breaks / Lunch

Step One

Disable in the system

Full Name for Reports and Clock In Button	Abbreviated Name	Internal Note	Exempt Hours Export Code	Button Width	Pay Type	Pay Rate	Button Status	Remove
Project 1	Proj1			Auto ▾	Regular Rate ▾	N/A	<input checked="" type="radio"/> Active <input type="radio"/> Disabled	<input type="checkbox"/>
Project 2	Proj2			Auto ▾	Regular Rate ▾	N/A	<input type="radio"/> Active <input checked="" type="radio"/> Disabled	<input checked="" type="checkbox"/>

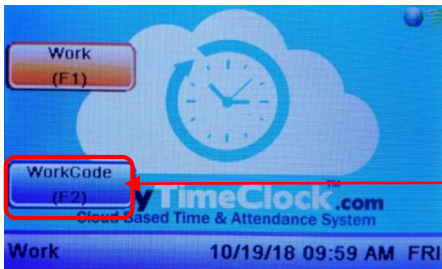
Choose "Disabled" or check the box to "Remove," then Save Changes.

Step Two

Setup, Function Keys

Remove from the reader

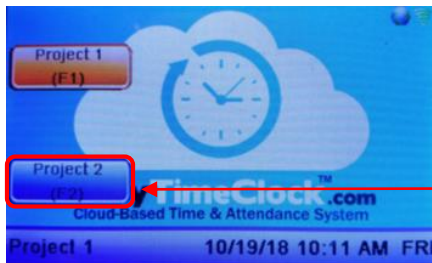
Work Code Lists



Key	Key Type	Status Key Project	Button Name
F1	Status Key ▾	Default ▾	
F2	Work Code ▾	Default ▾	

Was the Project or Break on a "WorkCode" list?
You're done! Your reader has been automatically updated.

Status Keys



Was the Project or Break assigned to its own button?

The system has removed "Project 2," but the reader needs to be updated. Update the key with a new Project, or set the "Key Type" to **None**, then **Save Changes**.

Key	Key Type	Status Key Project	Button Name
F1	Status Key ▾	Project 1 ▾	Project 1
F2	Status Key ▾	Default ▾	Project 2
F3	None ▾	Default ▾	
F4	None ▾	Default ▾	

Key	Key Type	Status Key Project	Button Name
F1	Status Key ▾	Project 1 ▾	Project 1
F2	None ▾	Default ▾	
F3	None ▾	Default ▾	
F4	None ▾	Default ▾	