

**DUBLIN INDEPENDENT SCHOOL DISTRICT  
TIME CLOCK PLUS (manual changes only)**

**EMPLOYEE NAME:** \_\_\_\_\_

**LAST FOUR DIGITS EMPLOYEE SS#** \_\_\_\_\_

<u>DATE</u>	<u>TIME IN</u>	<u>TIME OUT</u>	<u>JOB DESCRIPTION</u>

\_\_\_\_\_  
**EMPLOYEE'S SIGNATURE** **DATE**

\_\_\_\_\_  
**PRINCIPAL/SUPERVISOR SIGNATURE** **DATE**