



“Kronos Workforce Ready Mobile” App

This app is available for free download in the App Store (Apple Devices) and The Google Play Store (Android Devices).

Instructions:

1. Open App Store or Google Play Store
2. Download “Kronos WorkForce Ready Mobile” App
3. Open App
4. Select Region: North America
5. Company Short Name: HAH
6. Username: First name initial capitalized, last name capitalized, Last 4 digits of Social Security Number

Example: JSmith1983

7. One-Time Password: 00000000 (**Your** Social Security Number no dashes)
8. Create a new password—it must contain an upper case letter, lower case letters, a number and a special character (!@#\$%).
9. Configure Virtual Code Settings: This validates your identity. Select a text message, voice call, or email for a code to be sent to you.
10. Enter the code sent to you.
11. Congratulations, you have downloaded the Kronos WorkforceReady Mobile App!

***If you already logged in online, you will use the same password for the mobile app.**



Kronos WorkForceReady Website

<https://secure3.saashr.com/ta/HAH.login>

Instructions:

1. Open your computers internet browser. Works best in Google Chrome.
2. Select Region: North America
3. Company Short Name: HAH
4. Username: First name initial capitalized, last name capitalized, Last 4 digits of Social Security Number

Example: JSmith1983

7. One-Time Password: 000000000 (**Your** Social Security Number no dashes)
8. Create a new password—it must contain an upper case letter, lower case letters, a number and a special character (!@#\$%).
9. Configure Virtual Code Settings: This validates your identity. Select a text message, voice call, or email for a code to be sent to you.
10. Enter the code sent to you.
11. Select the box at the bottom so ensure you won't have to validate your identity each login.
12. Congratulations, you have now accessed the Kronos WorkForce Ready Website!

***If you already logged in on the mobile app, you will use the same password for the website.**