

Pickups Report - Group PINs

Last Modified on 01/10/2019 11:22 am EST



User must have the PIN Report permission to access. See [Set Up the Clock](#).

1. Point to **Clock** and select **Pickup Reports - Group PINs** You can also access this report from **Manage Group PINs** page by clicking the **Print Group PIN Pickups** button.
 2. Select **Group PINs** to print or leave unselected to print all.
 3. Choose **Display Settings** to customize what information you want to show on the print out.
 4. **Submit**.
-