

Overview

- These instructions detail how to perform a Factory Reset (Factory Defaults) on the InTouch 9000 series H3 and H4. This should only be performed if advised by your ADP Representative.
- 1. Access Maintenance Mode:
 - Swipe the **Maintenance badge OR** Press the **Maintenance Mode button** on the bottom left corner of the clock

Menu Menu	
Maintenance Mode	>
Clean Touchscreen	>
	+
	*

2. If using the maintenance button, Press "Maintenance Mode" and Enter 115190

			-	***
Password	1	2	3	
	4	5	6	Backspace
	7	8	9	Clear
				لې
	_	0		Enter

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3. On the home page of the Maintenance Mode, press $\mbox{\bf Advanced}$

Log Off		Thu Mar	-09-17 4:32 PM
Settings	Reports	Tests	Advanced
			Language 诶 ñ Ç A
	Maintena	nce Mode	

4. Press the "Page Down" key

Maintenance Mode Advanced		
Change Database Password	>	
Factory Defaults	>	
Delete All Punches	>	
Delete All Offline Data	>	₽
Biometric Verification	>	
	Back	



5. Press the **"Factory Defaults"** key

Maintenance Mode Advanced		
Change Database Password	>	
Factory Defaults	>	
Delete All Punches	>	
Delete All Offline Data	> 4	
Biometric Verification	>	
	Back	

6. Press the **"Restore"** key

Rectory Defaults	y Defaults
Factory Defaults	Restore
	Cancel
	Back



7. Press "Yes" to proceed

9	Factory Defaults Factory Defaults
	Confirmation
	Are you sure you want to reset to factory defaults?
_	Yes No
	Back

Upon pressing "Yes" the clock will reboot.

The reboot process will take several minutes, and upon completion, the clock will revert to its factory settings ready to be configured.