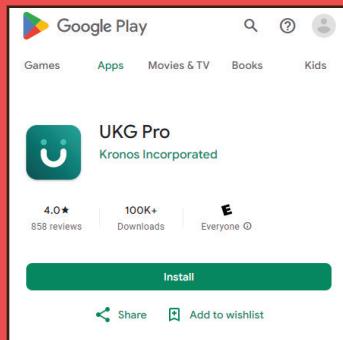
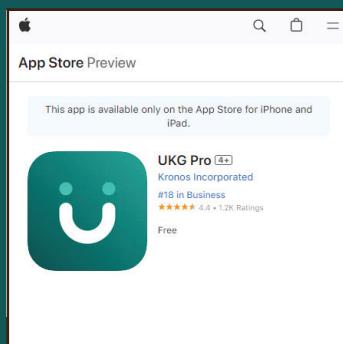


# Scan QR code to download the APP



▶ <https://play.google.com/store/apps/details?id=com.ukg.oneapp>



▶ <https://apps.apple.com/us/app/ukg-pro/id6445849909>

## 3 Ways to Access UKG

### 1) UKG MOBILE APP

**ACCESS CODE:** maxwellgroup

**USERNAME:** personal email address

**PASSWORD:** birthdate formatted as MMDDYYYY - you will be prompted to reset your password.

*\*If you have a company email address, you will sign in through OKTA using your system login and click on "Sign in with your company (SSO)"*

### 2) UKG Web Portal on computer or laptop

- Employees without Company Email Addresses. Employees will need to access <https://maxwellgroup.prd.mykronos.com> using their primary email address listed in UKG. You will need to use the "Forgot Password" feature to get their password
- Employees with Company Email Addresses. Employees should access UKG via OKTA (<https://Portal.Maxwell-Group.com>).

### 3) Time & Attendance iPads:

- Employees must use their UKG Employee number (different from your Paylocity ID). Obtain UKG Employee number from your HRD, Supervisor or by logging in to the UKG App

