

Employee Self Service: Time Tile

The screenshot displays the UConn Employee Self Service portal. The main navigation bar includes the UConn logo, a search bar, and a menu. The 'Employee Self Service' header is visible. The main content area features several tiles: 'Time' (highlighted with a red box), 'Payroll' (Last Pay Date: 08/09/2024), 'Benefit Details' (Action Required), 'Leave Management', and 'Open Enrollment' (Your Open Enrollment Event is not available. You have another event available to be processed.). A 'Personal Details' tab is also present. A large 'Time' tile is expanded, showing eight sub-tiles: 1. Enter Time (09/06/24 - 09/19/24): Reported 0.00, Scheduled 70.00. 2. Time Summary (09/06/24 - 09/19/24): No Time Reported. 3. Setup Quick-Fill. 4. Report Time (Tuesday, Sep 17, 2024): Reported 0.00, Scheduled 7.00. 5. Weekly Time (09/13/24 - 09/19/24): Reported 0.00, Scheduled 35.00. 6. Weekly Time Summary. 7. Leave / Comp Time. 8. Payable Time (Last Time Period: 08/23/24 - 09/05/24): Total Hours 0 Hours.

1. Enter Time: Time entry by pay period or week.
2. Time Summary: **New Functionality!** Displays a summary of time reported for the period.
3. Setup Quick-Fill: **New Functionality!** More information to come.
4. Report Time: **New Functionality!** Time entry by day. Mobile friendly.
5. Weekly Time: **New Functionality!** Time entry by week.
6. Weekly Time Summary: **New Functionality!** Displays a summary of time reported by week.
7. Leave/Comp Time: **New Location!** Leave and comp balances are displayed here.
8. Payable Time: Displays status of time entered.