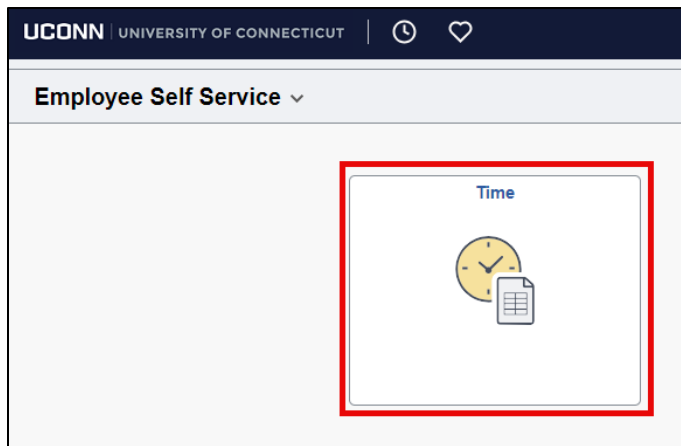# Core-CT Modernization

# Overview of Time Summary

# Timesheet Navigation
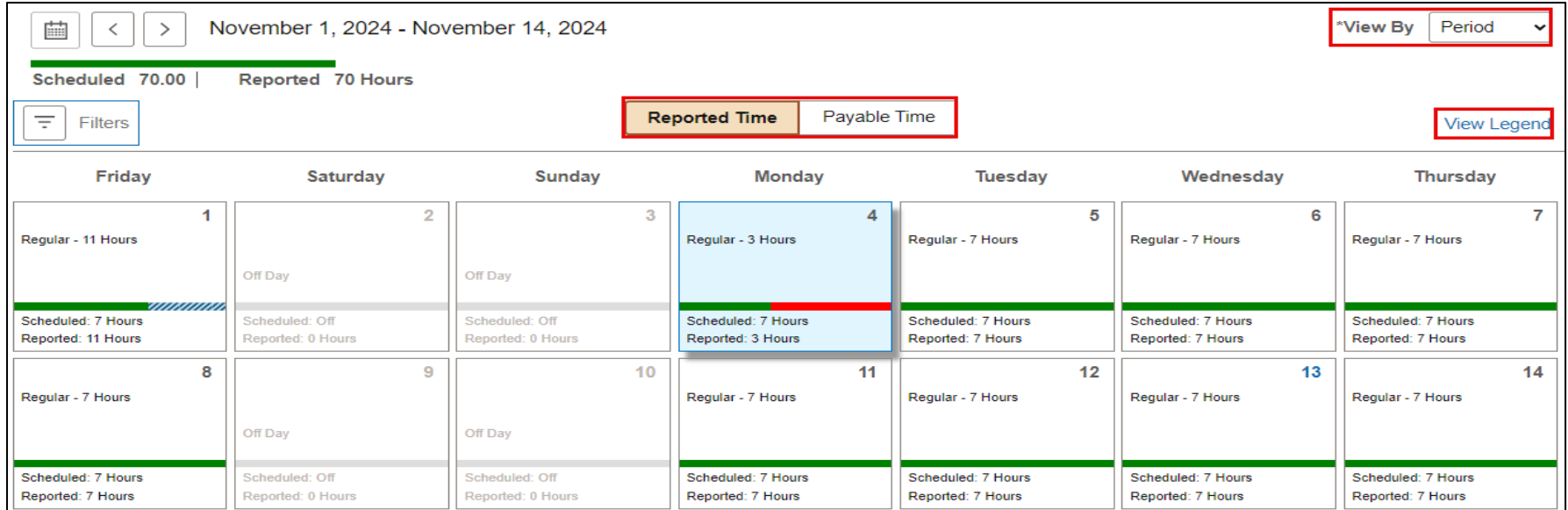
Navigation Reminder: Time entry options are accessed from the Time tile on the Employee Self Service homepage.
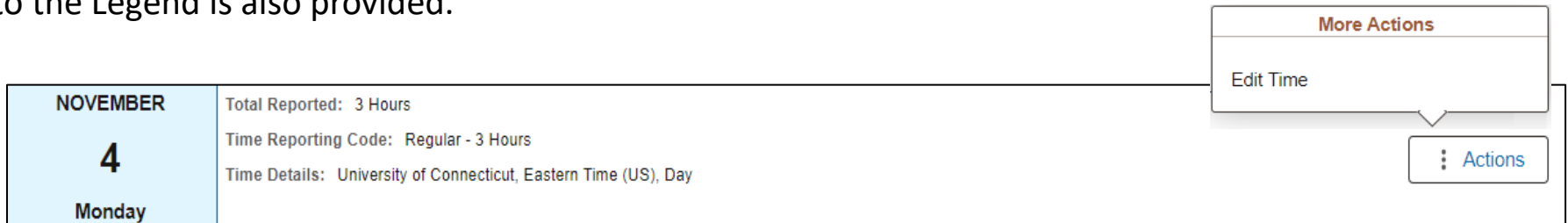


Time Summary provides a calendar view by Period or Week of Reported Time or Payable Time. Viewing Time Summary is optional.

# Time Summary



Time Summary provides the option to view Reported time or Payable Time by Period or Week. A link to the Legend is also provided.



Each day includes an **Actions** option to link to the timesheet if corrections are needed.