

Time Entered: [redacted]

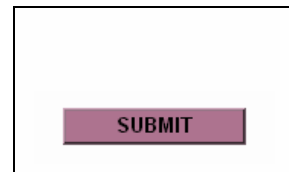
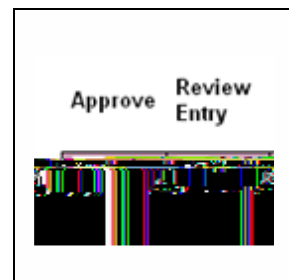
WTE Supervisor Approval

Step 3

3a. The following in View 3a. will be displayed.

View 3a

| Approve | Review | Pay Period | Pay Period | Approve | Name |
|---------|---------------------|---------------------------|--------------------------|-------------------------------------|----------------------|
| 07 | 03/24/07 12:00PM | Mr. Timothy J. Wert | <input type="checkbox"/> | <input checked="" type="checkbox"/> | 02/01/07 02/28/07 |
| | | 03/01/07 | 03/31/07 | 04/03/07 | Mr. |



Time Entry

| Employee | Position Title | Pay Period End Date | Pay Cycle | Department | Location |
|-----------------|----------------------------|---------------------|-------------------|-------------------------|----------|
| Joseph C. Floyd | Student Worker, HR/Payroll | 03/31/07 | Monthly - Student | Human Resources/Payroll | Main Cam |

Leave Type - Leave Balance

A screenshot of a time entry grid with various colored cells (red, green, blue, yellow, etc.) representing different time entries.

WTE Supervisor Approval

4b. Click in the box to review Time In and Time Out for the employee.

The employee has time in/out data. To review it, check the box

4c. The following in view 4c displays if

| Employee | Position Title | Pay Period End Date | Pay C |
|-----------|----------------|---------------------|---------|
| Joseph C. | Student Worker | 03/31/07 | Monthly |

| Time In | Time Out | Time In | Time Out | Day |
|---------|----------|---------|----------|-----------|
| 08:00 | 04:00 | 08:00 | 04:00 | Monday |
| 08:00 | 04:00 | 08:00 | 04:00 | Tuesday |
| 08:00 | 04:00 | 08:00 | 04:00 | Wednesday |
| 08:00 | 04:00 | 08:00 | 04:00 | Thursday |
| 08:00 | 04:00 | 08:00 | 04:00 | Friday |
| 08:00 | 04:00 | 08:00 | 04:00 | Saturday |
| 08:00 | 04:00 | 08:00 | 04:00 | Sunday |

| Types | Insert Line |
|--------------------------|--------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> |

