Where Are We?

Design Phase - Complete

Back-Office Testing - In Progress

Implementation - Phased-In Approach:

- Administrative Departments
- Academic Departments

Training (classroom and video) will be based on 3 roles:

- Employee
- Payroll Preparer
- Timesheet Approver

Advantages of Electronic Timesheets:

- Remote & Paperless Access
- Preference Pages
- Reduced Data Entry

TIMELINE

December, 2013	January-February, 2014	March, 2014	April, 2014
Administrative Depts Pilot Testing (12/12/13) — Details Forthcoming	1. Continuation of Administrative Dept Training; 2. General Payroll Preparer Meeting & Overview; and 3. Academic Pilot Testing	Administrative Depts Go-Live	Academic Depts Go-Live