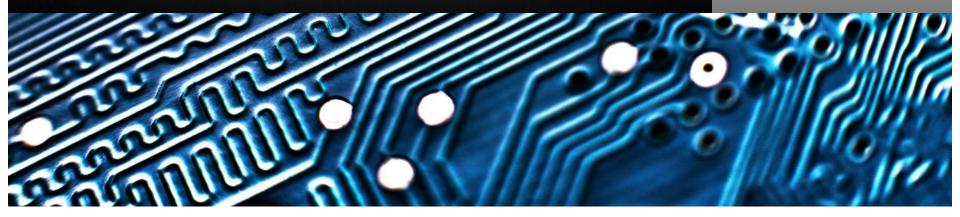




OneUSG Connect Time & Absence Interface Changes

March 5, 2021



Overview

- Release 6.22 Time and Absence Interface
 Changes:
 - Updated Homepages and Tiles
 - New Dashboard
 - Updated Layouts



OneUSG Connect

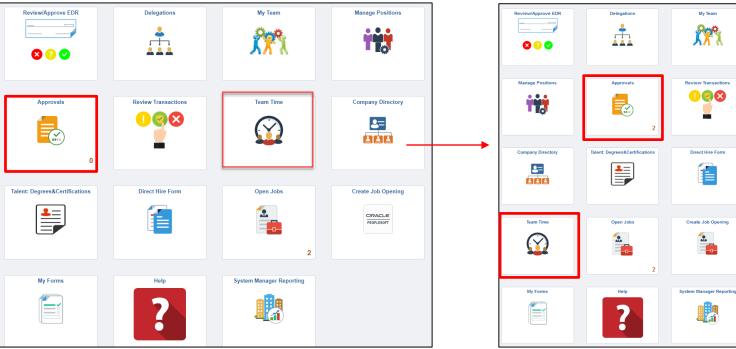
For Managers/Approvers



Updated Manager Self-Service Homepage

After Release 6.22

Prior to Release 6.22





4

Approvals Menu

Prior to Release 6.22

< Manager Self Service		Pending Approvals	
View By Type	*	You have no pending approvals at this time.	
AII	0		

After Release 6.22

	View By Type	~	T
	All	3	All
lillı	Absence Request	1	Reported Time
0	Reported Time	2	Reported Time
			Т



Updated Team Time Tile

Prior to Release 6.22

After Release 6.22

manager our our roo	1		
Payable Time Summary		👃 Timesheet 🔨 🔨	Report/Approve Fluid Timesheet
Payable Time Detail		Report/Approve Fluid Timesheet	Use filters to change the search criteria or Get Employees to apply the default Manager Search Options
Report/Approve Time		Time Summary	Get Employees Filter
Nanage Exceptions		Payable Time	
Assign Work Schedule		Request Absence	
-		R Cancel Absences	
Manage Schedules		n View Absence Requests	
30 Monthly Time Calendar		() Absence Balances	
Time and Labor Launch Pad		G Manage Exceptions	
Absence Requests		Approve Absence Requests	
Multiple Absence Requests		Assign Work Schedule	
Absence Request History			
	1		

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Updated Team Time Tile > Report/Approve Time

Prior to Release 6.22

After Release 6.22

<	Timesheet	۵ ۹ ۵	🕹 Timesheet 🛛 🔨	Report/Approve Fluid Timesheet		
Report Time Timesheet Summary			Report/Approve Fluid Timesheet	Use filters to change the search criteria or Get Employees to apply the defi	ault Manager Search Options.	
Temployee Selection			Time Summary	Get Employees Filter		
Employee Selection Criteria Selection Criterion Selection Criterion Value	Get Employees		Payable Time			
Time Reporter Group	Clear Criteria Q, Save Criteria		Request Absence		Cancel	Filters
Employee ID			Cancel Absences		Time Reporter Group	Q
Last Name	ام				Employee ID	Q,
First Name Company			I View Absence Requests		Empl Record	9
North American Pay Group	la,		Absence Balances			
Workgroup	٩		Manage Exceptions		Last Name	Q,
Change View			Approve Absence Requests		First Name	Q
"View By (Vice): View By (03/09/2021	Show Schedule Information Previous Week Ned Week		Assign Work Schedule	w	Company	Q
Employees For Christy Todd, Totals From 03/07/2021 - 03/13/202 Time Summary					North American Pay Group	Q
Last Name First Name Employee ID Employee ID Record Job	ife Reynold Reynold Reynold Reynold Reynold Agenerate Reynold Agenerate Reynold Agenerate Reynold Reyn	Workgroup ID Taskgroup ID Business D			Workgroup	٩
Last Name 0	0.000000 0.000000 0.000000 0.000000					
Approve Reported Time Approve Absence						Reset



thank you!







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