KRONOS v8.13

Supervisor Access to Own Timecard

The Workspaces Carousel widget normally found in the right corner of your opening screen has been omitted in Kronos v8.13 and replaced with a “+” tab located to the right of Manage My Department tab. This facilitates accessing the widgets for My Information, Setup and Go ToLinks.

1. Log into Kronos.
2. Click on the “+” to show the drop down listing of My Information, Setup, and Go ToLinks. Interface Management is only available to Payroll.
3. Click on My Information. This will bring up your timecard for the current pay period.