TRS Modernization: Employee View

Current View

Login

Modern View

Login

Updated Date: 10/23/2024 Updated By: HCM Systems

Current View

Manage My Time

Welcome

Manage My Time

Enter Current Timesheet | Review Past Timesheet | View Work Schedule | Personal Information

Open Timesheets

View current pay period timesheets or timesheets requiring your attention in this section. You can use the Create Timesheet feature below to create a past pay period timesheet.

Action	Pay Period	Assignment Name	Timesheet Status
📄	10/13/2024 - 10/26/2024	VISTA / BLANK AST 2	SAVED

Create Past/Future Timesheet

Select a pay period or enter a date to create timesheet.

Select Pay Period:
[select from drop down ▼]

OR
Enter a Date (mm/dd/yyyy): [   ]

[Create]

Leave Balances

Current balances from the payroll system do not necessarily reflect late time adjustments or accumulation since last pay period end date.

Vacation 50.54 Vac. Max 240.00
Sick 91.43 Comp 0.00

Current Overtime Compensation Method: **Payment**

Modern View

Manage My Time

UC Merced Time Reporting System   Hello,

Manage My Time ▾

- Enter Current Timesheet
- View Past Timesheet
- View Work Schedule
- Personal Information

...rent Timesheet

⊡ Enter Time for Current Pay Period

Current Overtime Compensation Method: **Payment**

Action	Pay Period	Assignment Name	Timesheet Status
🗓	**10/13/2024 - 10/26/2024**	**VISTA / BLANK AST 2**	NOT STARTED

Create Past/Future Timesheet

Select Pay Period   [Please Select ▼]

[⊕ Create Timesheet]

Leave Balances

Current balances from the payroll system do not necessarily reflect late time adjustments or accumulation since last pay period end date.

Vacation	41.31
Vacation Max	240.00
Sick	93.29
Comp	0.00

✉ UCM TRS Support

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Updated Date: 10/23/2024 Updated By: HCM Systems
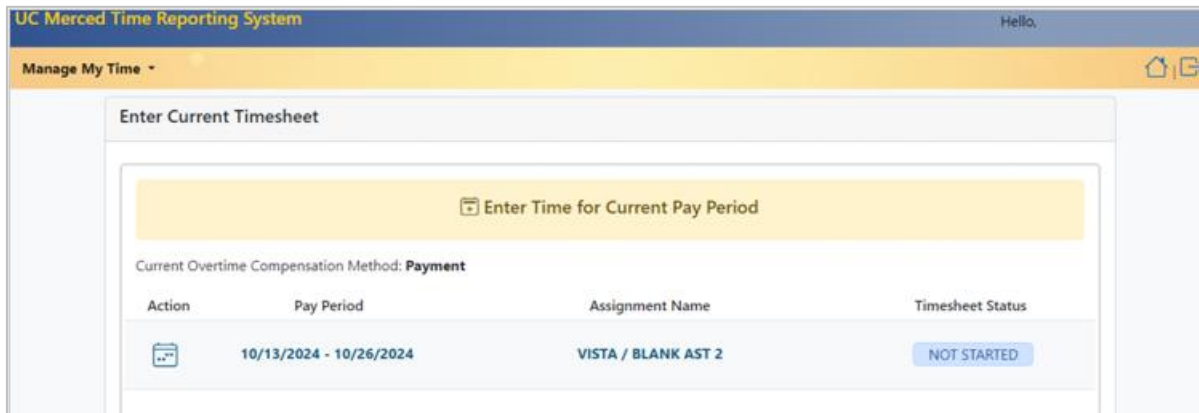
Current View

Enter Current Timesheet > Open Timesheets

Open Timesheets

View current pay period timesheets or timesheets requiring your attention in this section. You can use the Create Timesheet feature below to create a past pay period timesheet.

Action	Pay Period	Assignment Name	Timesheet Status
📄	10/13/2024 - 10/26/2024	VISTA / BLANK AST 2	SAVED

Modern View

Enter Current Timesheet

UC Merced Time Reporting System   Hello,

Manage My Time ▾

Enter Current Timesheet

🗓 Enter Time for Current Pay Period

Current Overtime Compensation Method: **Payment**

Action	Pay Period	Assignment Name	Timesheet Status
🗓	10/13/2024 - 10/26/2024	VISTA / BLANK AST 2	NOT STARTED

Current View

View Timesheet

Status: SAVED

ⓘ Remember to submit this timesheet by Saturday, October 26, 2024 11:59 PM

Timesheet for
Pay Period 10/13/24 - 10/26/24 (B1)
VISTA / BLANK AST 2

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
13	14	15	16	17	18	19
	Work Hrs 8.0	Work Hrs 8.0	Work Hrs 8.0	Work Hrs 8.0	Work Hrs 8.0	
20	21	22	23	24	25	26
	Work Hrs 8.0	Work Hrs 8.0	Work Hrs 8.0	Work Hrs 8.0	Work Hrs 8.0	

Leave Balances
Vacation 50.54
Sick 91.43
CompTime 0.00

Timesheet Totals*
Work Hrs 80.00
80.00

* Timesheet Totals do not include earned holiday hours, shift differential, and overtime.

Timesheet In/Out Details
10/14 - 8:00am - 12:00pm, 1:00pm - 5:00pm(Work Hrs).
10/15 - 8:00am - 12:00pm, 1:00pm - 5:00pm(Work Hrs).
10/16 - 8:00am - 12:00pm, 1:00pm - 5:00pm(Work Hrs).
10/17 - 8:00am - 12:00pm, 1:00pm - 5:00pm(Work Hrs).
10/18 - 8:00am - 12:00pm, 1:00pm - 5:00pm(Work Hrs).
10/21 - 8:00am - 12:00pm, 1:00pm - 5:00pm(Work Hrs).
10/22 - 8:00am - 12:00pm, 1:00pm - 5:00pm(Work Hrs).
10/23 - 8:00am - 12:00pm, 1:00pm - 5:00pm(Work Hrs).
10/24 - 8:00am - 12:00pm, 1:00pm - 5:00pm(Work Hrs).
10/25 - 8:00am - 12:00pm, 1:00pm - 5:00pm(Work Hrs).

Work Schedule:
☐ Regular Schedule: 10/13 - 10/19(Mon,Tue,Wed,Thu,Fri) 40.0 hrs
8:00 am - 5:00 pm(60 min break): 8.0 hrs
☐ Regular Schedule: 10/20 - 10/26(Mon,Tue,Wed,Thu,Fri) 40.0 hrs
8:00 am - 5:00 pm(60 min break): 8.0 hrs

Timesheet Comments

Error / Warning

🔴 Once submitted for approval, a copy will go to your supervisor. If you have any questions, please contact your Payroll Coordinator for assistance.
⚠️ I understand any misstatement or falsification of hours on this time sheet may be cause for disciplinary action up to and including termination.

Save   Submit to Supervisor

Modern View

View Timesheet

UC Merced Time Reporting System

VISTA / BLANK AST 2

Status	Not Started
Pay Period	10/13/24 - 10/26/24 (B1)
Due Date	Saturday, October 26, 2024 11:59 PM

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
13 ⊕	14 ⊕	15 ⊕	16 ⊕	17 ⊕	18 ⊕	19 ⊕
20 ⊕	21 ⊕	22 ⊕	23 ⊕	24 ⊕	25 ⊕	26 ⊕

Timesheet In/Out Details

Work Schedule
Regular Schedule: 10/13 - 10/19(Mon,Tue,Wed,Thu,Fri) 40.0 hrs
8:00 am - 5:00 pm(60 min break): 8.0 hrs
Regular Schedule: 10/20 - 10/26(Mon,Tue,Wed,Thu,Fri) 40.0 hrs
8:00 am - 5:00 pm(60 min break): 8.0 hrs

Timesheet Hours	Week 1	Week 2	Total
Total	0	0	0

Leave Balances	
Vacation	41.31
Sick	93.29
Comp Time	0.00

Timesheet Comments

⚠️ I understand any mis-statement or falsification of hours on this timesheet may be cause for disciplinary action up to and including termination.

⊙ Submit to Supervisor   ☐ Save   🖨 Print

Updated Date: 10/23/2024 Updated By: HCM Systems

Current View

View Workflow

Timesheet Workflow

Tracking Statuses for

Pay Period 10/13/24 - 10/26/24
VISTA / BLANK AST 2

ℹ Timesheet is still in progress. Current status is SUBMITTED_TO_DTA.

Status Code	Completed By	Completed Date	Comments
SUBMITTED_TO_SUPERVISOR		10/25/24 Friday @ 1:55 PM	
SUBMITTED_TO_DTA		10/25/24 Friday @ 1:57 PM	

Modern View

View Workflow

Timesheet Workflow

VISTA / BLANK AST 2 — Pay Period 10/13/24 - 10/26/24
Timesheet Id (375227) Job Id (26253)

⏳ Timesheet is still in progress. Current status is **SUBMITTED_TO_DTA**

Status Code	Completed By	Completed Date	Comments
SUBMITTED_TO_SUPERVISOR		10/25/24 Friday @ 2:40 PM	
SUBMITTED_TO_DTA Current Status		10/25/24 Friday @ 2:41 PM	

Current View

Review Past Timesheet

Manage My Time

Enter Current Timesheet | **Review Past Timesheet** | View Work Schedule | Personal Information

34 items found, displaying all items.

Action	Pay Period	Assignment Name	Timesheet Status
	10/13/2024 - 10/26/2024	VISTA / BLANK AST 2	SAVED
	09/29/2024 - 10/12/2024	VISTA / BLANK AST 2	COMPLETED
	09/15/2024 - 09/28/2024	VISTA / BLANK AST 2	COMPLETED
	09/01/2024 - 09/14/2024	VISTA / BLANK AST 2	COMPLETED
	08/18/2024 - 08/31/2024	VISTA / BLANK AST 2	COMPLETED
	08/04/2024 - 08/17/2024	VISTA / BLANK AST 2	COMPLETED

Modern View

View Past Timesheet

Manage My Time ▾

Enter Current Timesheet
View Past Timesheet
View Work Schedule

Personal Information

View Past Timesheets

Action	Pay Period	Assignment Name	Timesheet Status
	10/13/24 - 10/26/24	VISTA / BLANK AST 2	SUBMITTED_TO_DTA
	09/15/24 - 09/28/24	VISTA / BLANK AST 2	COMPLETED
	09/01/24 - 09/14/24	VISTA / BLANK AST 2	COMPLETED
	08/18/24 - 08/31/24	VISTA / BLANK AST 2	COMPLETED

Updated Date: 10/23/2024 Updated By: HCM Systems

Current View

Review Work Schedule

Modern View

View Work Schedule

Current View

Personal Information

Modern View

Personal Information

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