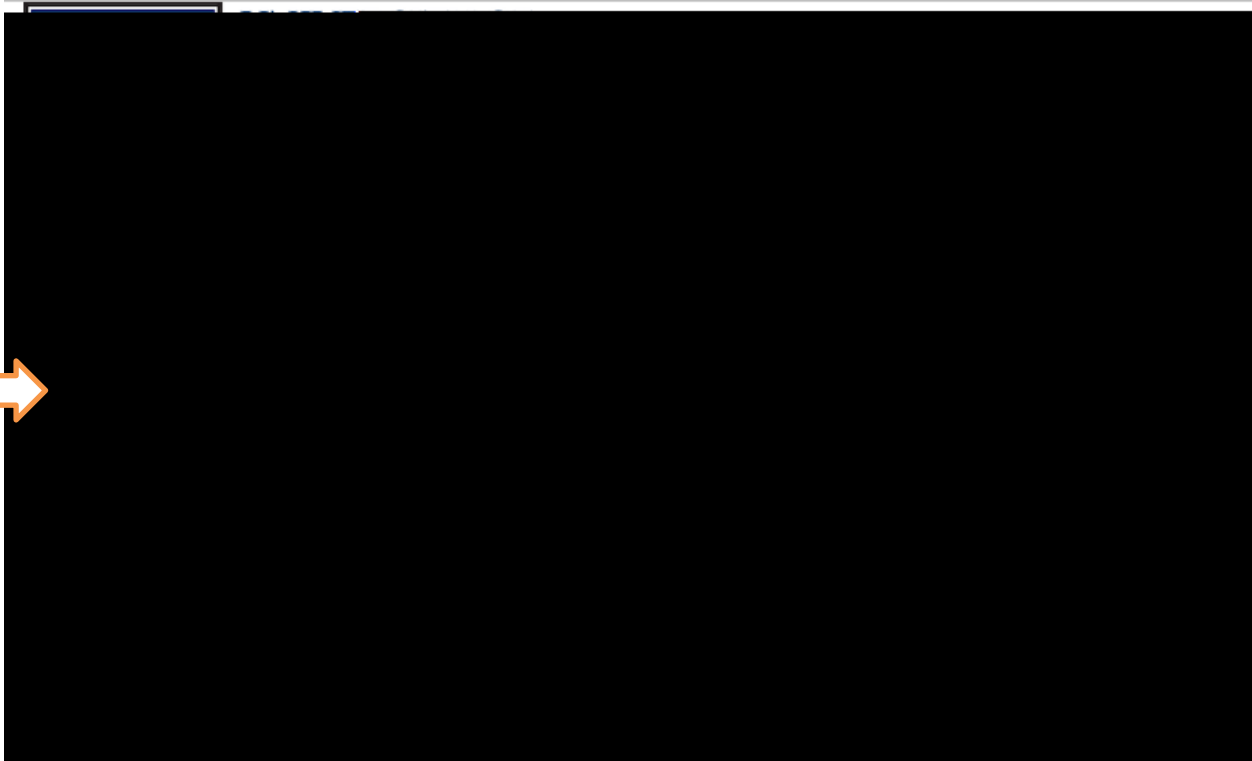


Federal Work Study Students

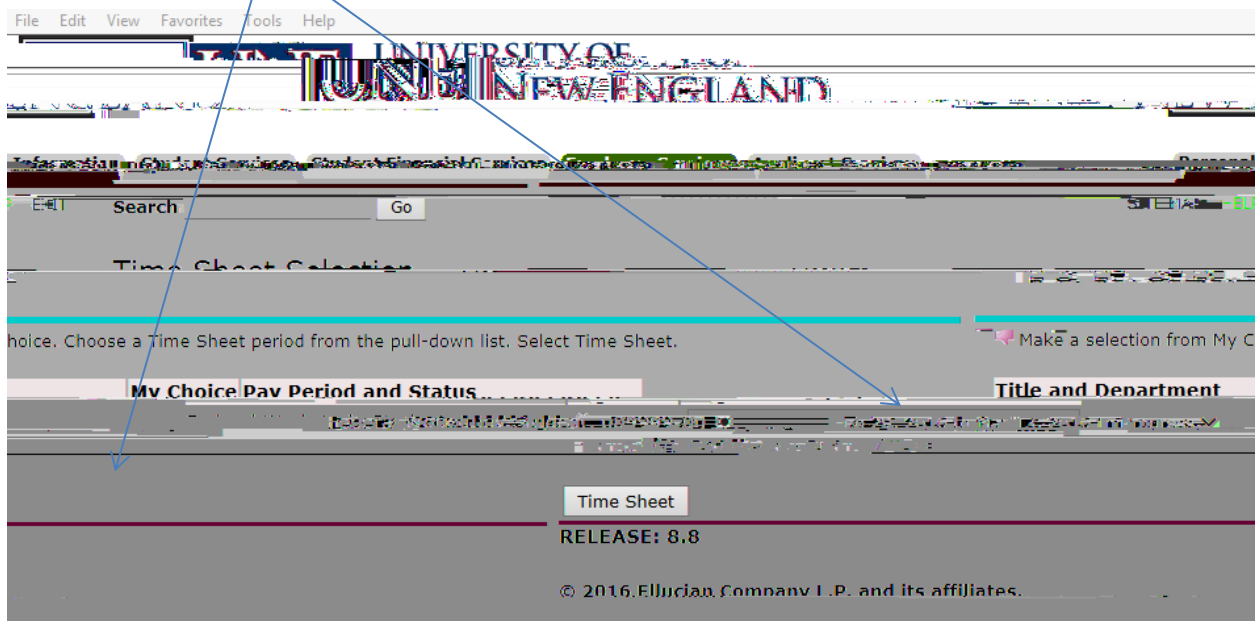
Instructions on How to Use Self Service Web Time Entry

Introduction

1. Click **Time Sheet** to enter time worked.



Choose the Time Sheet Period
Time Sheet



Save.

Restart

Click "Previous"

11. Sign-off

Submit

