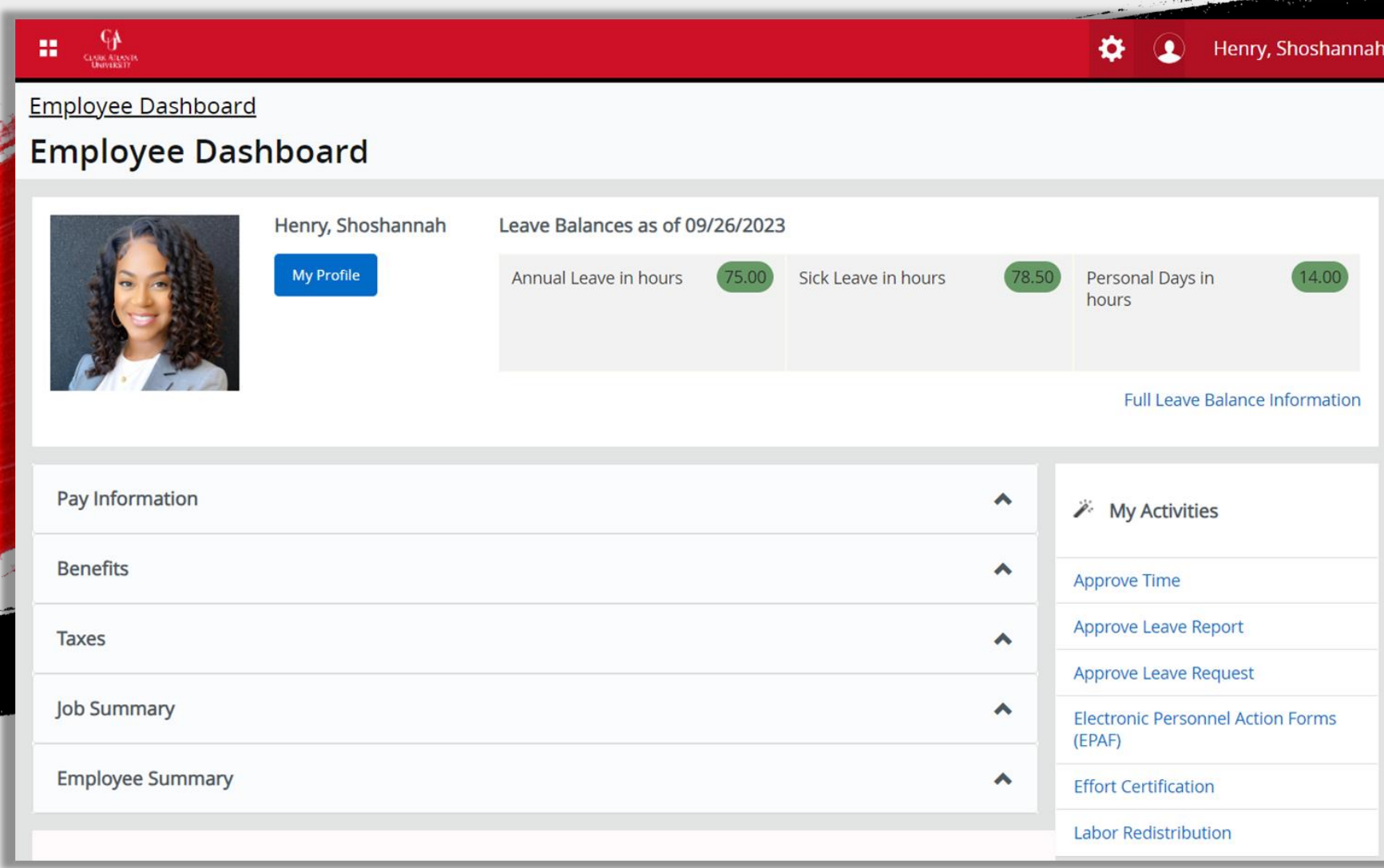


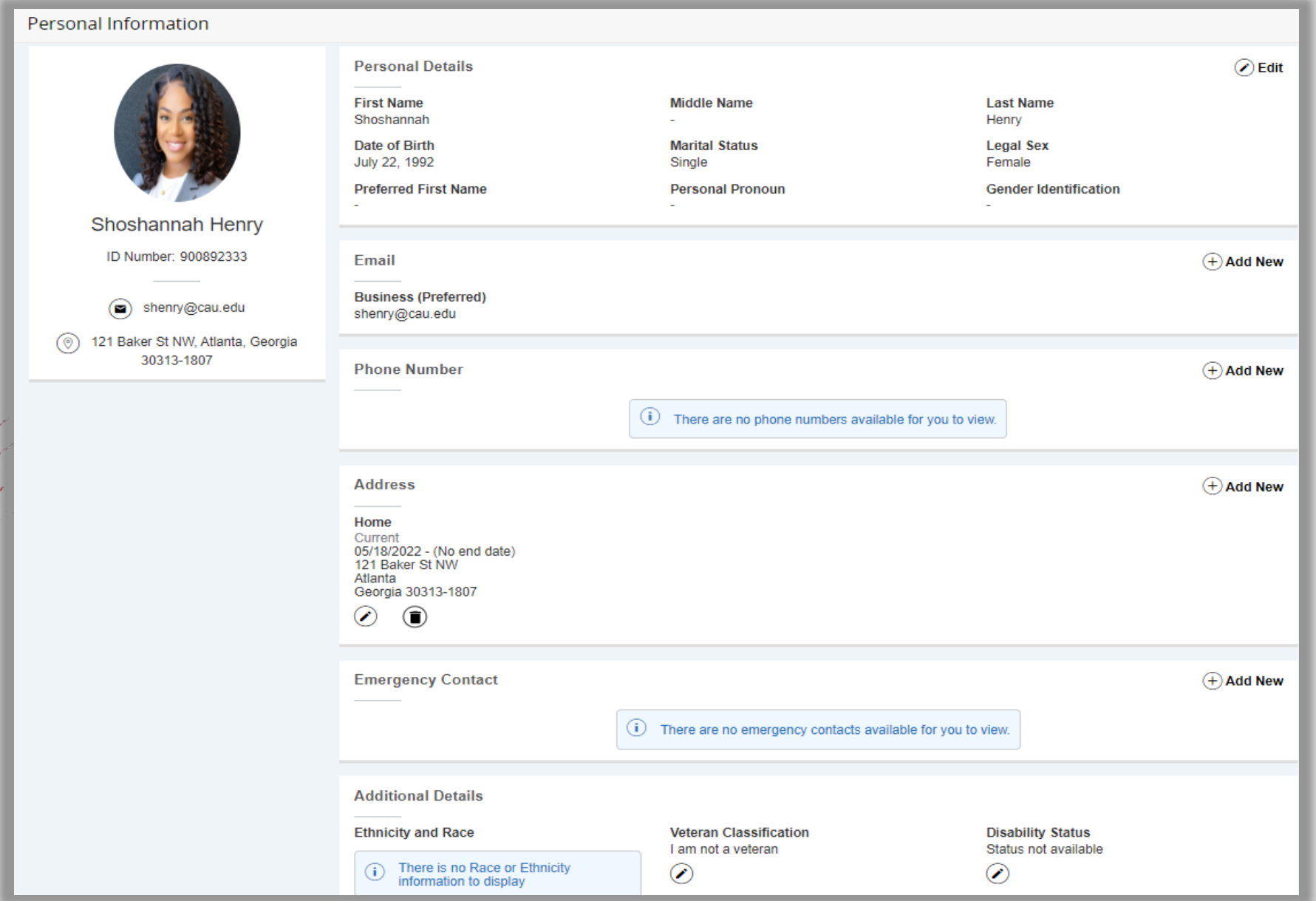
Welcome to the Employee Profile!

An intuitive entry point for employees to access their personal, employment, and job-related information

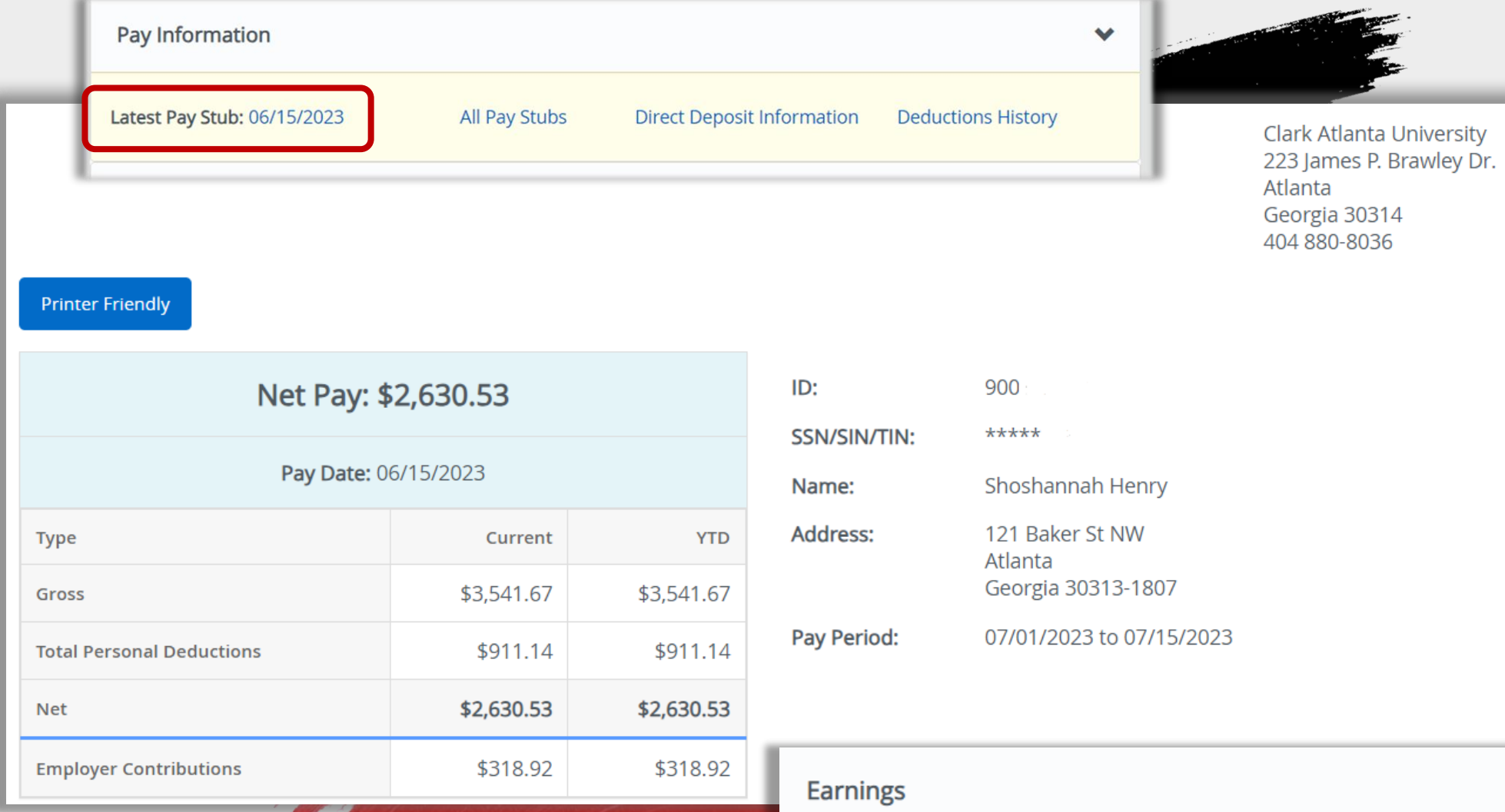


View & Update Personal Information

Access and update personal information such as contact details, emergency contacts, and identification data

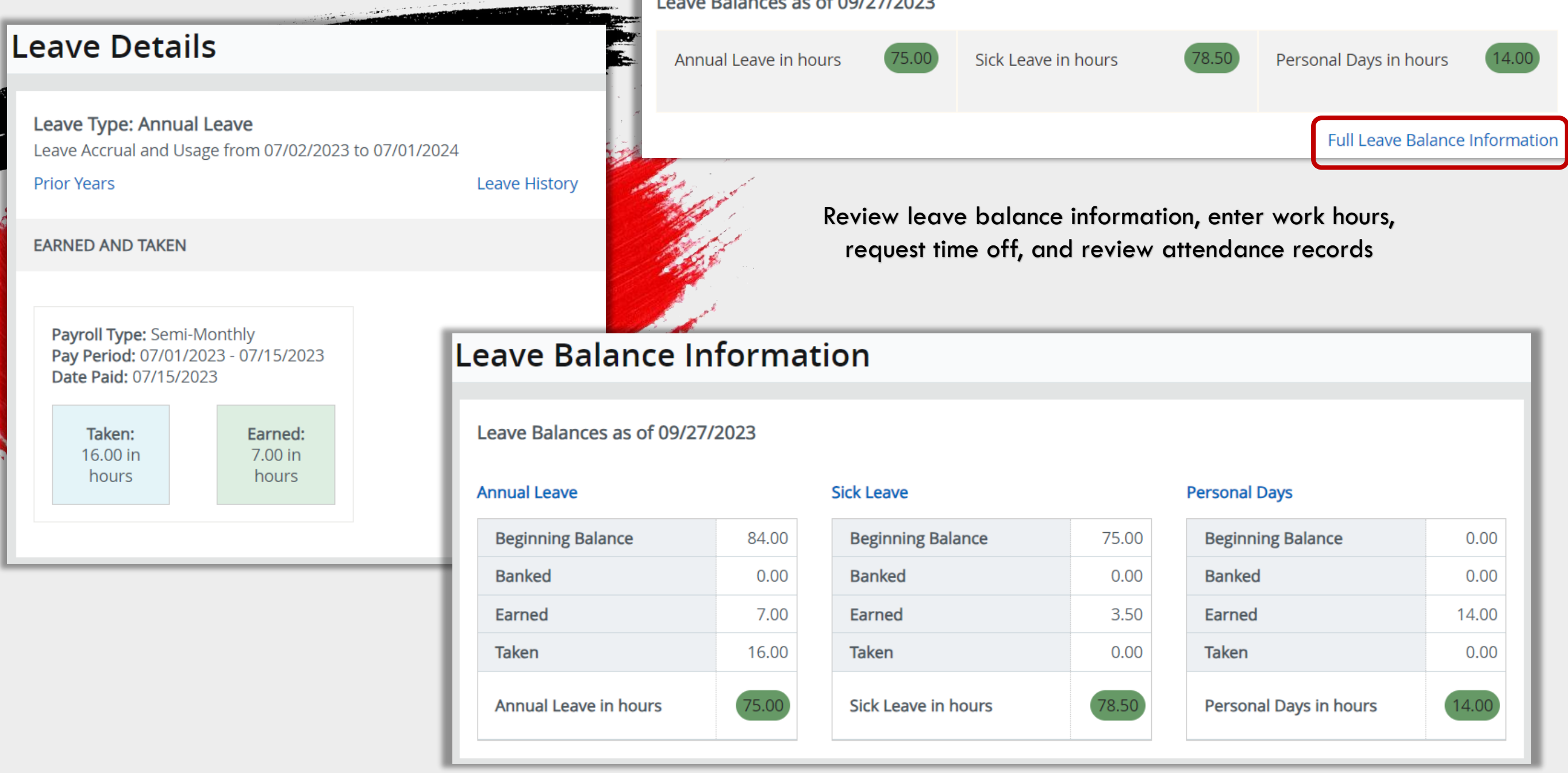


Review Payroll Information



View pay stubs, tax forms, and salary-related details

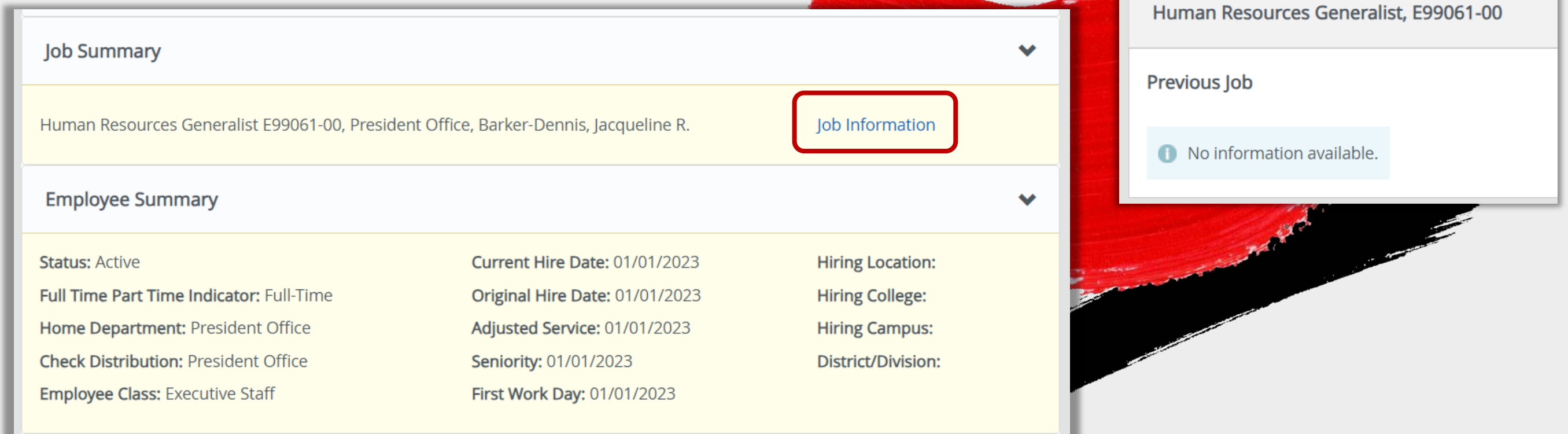
Access Timekeeping



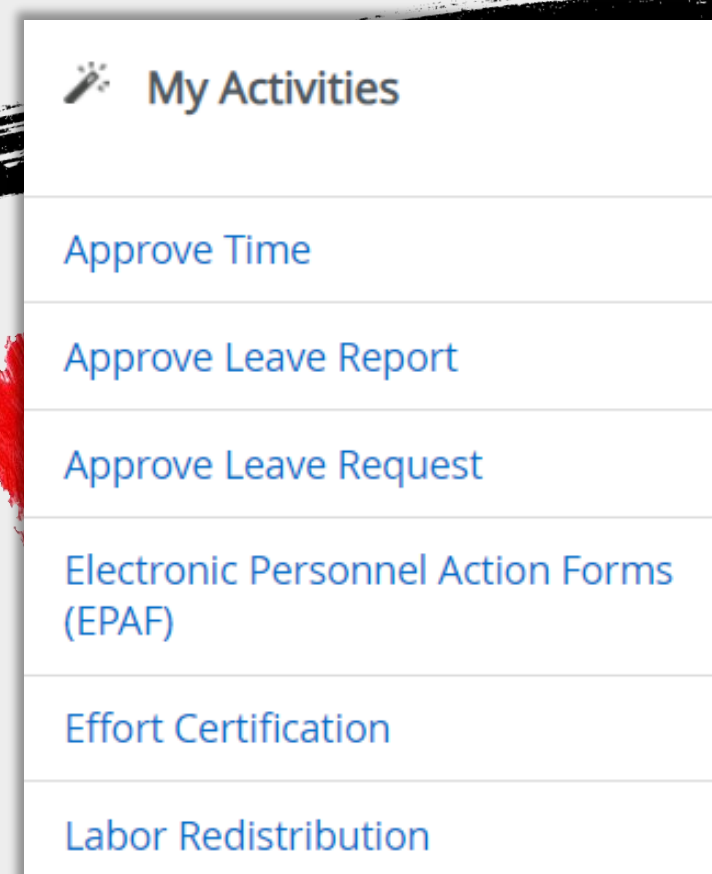
Review leave balance information, enter work hours, request time off, and review attendance records

View Job-Related Information

Access information about job roles, responsibilities, and organizational structure



Other Features



- **Time and Leave Approvals**
- **Request Leave**
- **EPAFs:** Personnel action setup, approvals, and updates
- **Effort Reporting:** now streamlined - an efficient process for reporting on effort charged to grants and facilitating A-21 compliance.
- **Labor Redistribution:** newly streamlined tools for initiating a labor redistribution in Employee Self Service, routing it for approval, and maintaining the history for audit purposes.