Changes for Manager / Payroll Manager & Timekeeper in Kronos v8.1.4

Kronos v8.1.4 removes Adobe Flash, which should improve the security and browsing experience for users. There are some minor changes in the application that managers and payroll managers/timekeepers should be aware of.

Manager Workspace
This is your primary area for reviewing and editing timekeeping data. As a manager, the workspace defaults to the “Manage Employee Time” tab, and has the Related Items pane (blue, vertical right sidebar), as well as the Carousel in the upper right corner. A couple of changes to the Manager Workspace are:

A. Name and sign out link are now at the right. They used to be on the left next to the “UC Santa Barbara” header.
B. Carousel items (“My Information” and “GoToLinks”) are now a + sign (tabs). The Carousel has been removed, so now to view your own timecard, you will click on the + sign next to the tabs.

v8.0.14 was:

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v8.1.4 is now:

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Enhancements
When adding a row for a date, the date is now populated:

v8.0.14 was:

v8.1.4 is now:
Review Missed Punches

v8.0.14 was:

v8.1.4 has "action" buttons and the drop down fields (e.g. pay period) have shifted to the right:
v8.0.14 had “View Details” button (or you could double click on the employee) which opened this screen:

In v8.1.4 the equivalent is the “View Exceptions” button (or you can still double click on the employee), which opens the timecard showing only the exceptions (screenshot below). You can choose to view only the exceptions or you can click on the “View” (eye icon) and uncheck “only days with exceptions” to view all.

Exceptions: Exceptions are noted with a colored marking to the left of the date (if a Pay Code and hourly amount is entered) or to the left of the In Punch (if an employee timestamps). Exceptions include missed punches, early in or out punches, late in or out punches, or unscheduled punches/entries. The most common exception is generally for unscheduled and missed punches. For more information, you can mouseover the marking to see what it means.
Manage Time Off Requests

v8.0.14 was:

![Image of v8.0.14 interface]

v8.1.4 has "action" buttons and the drop down fields (e.g. pay period) have shifted to the right.

![Image of v8.1.4 interface]

Changes your employees may notice, or changes you may notice on your own timecard, are addressed here: [Link to Employee Documentation]