

Time Clock Plus Training:

Local 153 and Local 68 employees, paraprofessionals, and non-exempt administrators paid on the bi-weekly payroll will begin using TimeClock Plus for the bi-weekly 25 pay with a pay date of December 8. Employees will start entering time in TimeClock Plus on November 17.

TimeClock Plus:

-) does not utilize Java and will not require frequent updating
-) is accessible through the Piratenet Portal from any computer
-) is supported by most internet browsers – Internet Explorer, Firefox, Google Chrome and Edge
-) Has a “copy” feature to allow easier entry
-) Includes Time Off Request functionality

Email HRTOD@shu.edu to register for one of the below sessions
(minimum 4/maximum 10 attendees):

<u>Time:</u>	<u>Date:</u>	<u>Location:</u>	<u>Audience:</u>
2:00 p.m. to 3:00 p.m.	Tuesday, 11/28	Dept of HR	All
1:30 p.m. to 4:30 p.m.	Thursday, 11/30	Beck Room C	All
<i>* Open session/hands-on learning</i>			
9:30 a.m. to 11:30 a.m.	Friday, 12/1	Jubilee Hall, Room 220	All
1:30 p.m. to 4:30 p.m.			All
<i>* Open session/hands-on learning</i>			
9:00 a.m. to 11:00 a.m.	Monday, 12/4	Beck Room C	All
<i>* Open session/hands-on learning</i>			

