



Kronos webTA Federal Time and Attendance System Sample Screens Shots

“We specialize in delivering a flexible, integrated, permanent, secure & verified Time & Labor Management process, & enhanced employee record, for your government & contractor employees.”



USDA webTA T&A System



- In an effort to increase productivity and standardize processes, the USDA contracted with Immix/Kronos to implement webTA as the official time and attendance reporting system for all mission areas/agencies and staff offices within the Department.
- webTA is a robust full feature system that offers many benefits including automated workflow, and broad accounting and reporting functionality; it is a commercial-off-the-shelf (COTS) solution, exclusively designed to meet the needs of the federal sector.
- This solution integrates Human Resource Management, payroll and reporting systems to maximize data quality and collaboration in support of a wide range of measurable compliance mandates and initiatives.



Kronos webTA

A Complete Time and Labor Management System



USDA United States Department of Agriculture
USDA eAuthentication

login : []
password : []

Home | About eAuthentication | Help | Contact Us | Service Centers

Quick Links

- ▶ [What is an account?](#)
- ▶ [Create an account](#)
- ▶ [Update your account](#)

Administrator Links

- ▶ [Local Registration Authority Login](#)

eAuthentication Login

User ID:

Password:

I Want To...

- [Change My Password](#)
- [Reset My Forgotten Password](#)
- [Retrieve My Forgotten User ID](#)

***webTA will use the USDA eAuthentication accounts
for access to the application.***





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webTA: Employee Profile: com.threeis.webta.P202editUser - Mozilla Firefox

File Edit View Go Bookmarks Tools Help

Organization

| Role | Select | Special Case |
|-------------------|-------------------------------------|---|
| Timekeeper | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> Self Validation |
| Supervisor | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> Self Certification |
| Master Timekeeper | <input type="checkbox"/> | <input type="checkbox"/> Read Only <input type="checkbox"/> Restrict to Agency |
| Master Supervisor | <input type="checkbox"/> | <input type="checkbox"/> Restrict to Agency |
| Project Manager | <input checked="" type="checkbox"/> | |
| HR Administrator | <input checked="" type="checkbox"/> | |
| Administrator | <input checked="" type="checkbox"/> | |

Active Status Active Employee

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***webTA includes role-based security.
Access is restricted at the employee level.***





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webTA: Delegate Timekeeper Role: com.threeis.webta.P491 delegate - Mozilla Firefox

File Edit View Go Bookmarks Tools Help

webTA 3.5 [Help](#) [Logout](#)

Delegate Timekeeper Role

Timekeeper delegates for USERID: miller

| Current Delegates | |
|------------------------------------|------------------------------|
| <input type="button" value="Del"/> | SAUNDERS - Saunders, Josie |
| <input type="button" value="Del"/> | WILLIAMS - Williams, Michael |

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Timekeepers, Supervisors and Project Managers may delegate their responsibilities to any number of alternates.





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webTA: T&A Data: com.threeis.webta.P330slineDataTAPay - Mozilla Firefox

File Edit View Go Bookmarks Tools Help

webTA 3.5 [Help](#) [Logout](#)

T&A Data

Name: **Samuel Miller** Pay Period: **16 : Aug 6, 2006 to Aug 19, 2006**
 Time Card Type: **Regular** Leave Year: **2006**

| Transaction | Pfx | Sfx | Account/Project | Aug | | | | | | | Wk 1 | Aug | | | | | | | Wk 2 | Total |
|-----------------------------|-----|-----|---|--------|--------|--------|--------|---------|---------|---------|------|---------|---------|---------|---------|---------|---------|---------|-------|-------|
| | | | | 6 S | 7 M | 8 T | 9 W | 10 T | 11 F | 12 S | | 13 S | 14 M | 15 T | 16 W | 17 T | 18 F | 19 S | | |
| Work Time | | | | | | | | | | | | | | | | | | | | |
| Regular Base Pay | | | 0011010001 Salaries and Expenses | 5:00 | 4:00 | 4:00 | 7:00 | 8:00 | | 28:00 | | 6:00 | 4:00 | 4:00 | 8:00 | | | 22:00 | 50:00 | |
| Edit | | | 0011010001 Salaries and Expenses webTA Planning | 3:00 | 2:00 | 4:00 | 1:00 | | | 10:00 | | 2:00 | | | | | | 2:00 | 12:00 | |
| Del | | | 0011010001 Salaries and Expenses webTA Testing | | 2:00 | | | | | 2:00 | | 4:00 | 4:00 | | | | | 8:00 | 10:00 | |
| Edit | | | | | | | | | | | | | | | | | | | | |
| Del | | | | | | | | | | | | | | | | | | | | |
| New | | | Work Time Total | 8:00 | 8:00 | 8:00 | 8:00 | 8:00 | | 40:00 | | 8:00 | 8:00 | 8:00 | 8:00 | | | 32:00 | 72:00 | |
| Leave and Other Time | | | | | | | | | | | | | | | | | | | | |
| Edit | | | 0011010001 Salaries and Expenses | | | | | | | | | | | | | | 8:00 | 8:00 | 8:00 | |
| Del | | | | | | | | | | | | | | | | | | | | |
| New | | | Leave and Other Time Total | | | | | | | | | | | | | | 8:00 | 8:00 | 8:00 | |
| | | | Daily Total | 8:00 | 8:00 | 8:00 | 8:00 | 8:00 | | 40:00 | | 8:00 | 8:00 | 8:00 | 8:00 | 8:00 | | 40:00 | 80:00 | |

Remarks:

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T&A Data entry form is used by employees or timekeepers to report time worked, activities, leave taken and other types of T&A transactions.





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| UserID | Name | PayPeriod | Error Message |
|--------|------------------|-----------|--|
| MILLER | Samuel J. Miller | 16 | WARNING: [7001] - There is a payroll transaction for accrued annual leave with no corresponding approved leave request. |

Sample Validation Message. Error and warning messages are used to ensure that the data submitted to the payroll provider is accurate and error free.





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webTA: Edit/View Leave Request: com.threeis.webta.P355leaveReqEdit - Mozilla Firefox

File Edit View Go Bookmarks Tools Help

Edit/View Leave Request

Request by: Samuel Miller (MILLER)

Request Information

Leave Type: Annual Leave

| August 2006 | | | | | | |
|------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| Sun | Mon | Tue | Wed | Thur | Fri | Sat |
| | | 1 Fri To: | 2 Fri To: | 3 Fri To: | 4 Fri To: | 5 Fri To: |
| 6 Fri To: | 7 Fri To: | 8 Fri To: | 9 Fri To: | 10 Fri To: | 11 Fri To: | 12 Fri To: |
| 13 Fri To: | 14 Fri To: | 15 Fri To: | 16 Fri To: | 17 Fri To: | 18 Fri To: | 19 Fri To: |
| 20 Fri To: | 21 Fri To: | 22 Fri To: | 23 Fri To: | 24 Fri To: | 25 Fri To: | 26 Fri To: |
| 27 Fri To: | 28 Fri To: | 29 Fri To: | 30 Fri To: | 31 Fri To: | | |

Sick Leave

If you are requesting **sick leave**, you must indicate the reason.

Please specify:

- Medical/dental/optical examination of requesting employee
- Care of family member/bereavement, including medical/dental/optical examination of family member
- Care of family member with a serious health condition
- Other (e.g. personal illness or adoption). Provide the reason in Remarks.
- None

Family and Medical Leave Act

If **annual, sick, or leave without pay** will be used under the **Family and Medical Leave Act of 1993 (FMLA)**, indicate what it will be used for.

Please specify:

- Birth/Adoption/Foster Care
- Serious Health Condition of Spouse, Child, or Parent
- Serious Health Condition of Self
- None

Contact your supervisor and/or your personnel office to obtain additional information about your entitlements and responsibilities under the FMLA. Medical certification of a serious health condition may be required by your agency.

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On-line Leave Requests eliminate the paper leave request process and tie directly to the appropriate T&A(s).





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https://webta.kronos.com - webTA: Certified T&A Summary - Mozilla Firefox

Name: **Martha Jennings** Pay Period: **15 : Jul 23, 2006 to Aug 5, 2006**
 Time Card Type: **Regular** Leave Year: **2006**
 Time In Pay: **48:00** Other Time: **0:00** Dollar Transactions: **\$0.00** Days In Pay: **6**

| Transaction | Pfx | Sfx | Account | 23 | 24 | 25 | 26 | 27 | 28 | 29 | Jul | Jul | Aug | Wk 1 | Wk 2 | Total | |
|--|-----|-----|------------|----|----|----|----|----|----|----|-----|-----|-----|------|------|-------|----|
| | | | | S | M | T | W | T | F | S | 30 | 31 | 1 | 2 | 3 | 4 | 5 |
| Work Time | | | | | | | | | | | | | | | | | |
| Regular Base Pay | | | 0011010001 | 8 | 8 | 8 | | | | | 24 | 8 | 8 | 8 | | 24 | 48 |
| Salaries and Expenses | | | | | | | | | | | | | | | | | |
| Work Time Total | | | | 8 | 8 | 8 | | | | | 24 | 8 | 8 | 8 | | 24 | 48 |
| Leave and Other Time | | | | | | | | | | | | | | | | | |
| (No Leave and Other Time transactions) | | | | | | | | | | | | | | | | | |
| Daily Total | | | | 8 | 8 | 8 | | | | | 24 | 8 | 8 | 8 | | 24 | 48 |

| Type | Status | Date | Supervisor | 23 | 24 | 25 | 26 | 27 | 28 | 29 | Jul | Jul | Aug | | | | |
|-------------------------------------|--------|------|------------|----|----|----|----|----|----|----|-----|-----|-----|---|---|---|---|
| | | | | S | M | T | W | T | F | S | 30 | 31 | 1 | 2 | 3 | 4 | 5 |
| Leave Requests | | | | | | | | | | | | | | | | | |
| (No Leave Requests submitted) | | | | | | | | | | | | | | | | | |
| Premium Pay Requests | | | | | | | | | | | | | | | | | |
| (No Premium Pay Requests submitted) | | | | | | | | | | | | | | | | | |

| T&A Profile | | Leave Data | | | | | |
|--------------------------|------------------------|---------------------------------|--------|-------|--------|-----|--|
| Pay Plan | General Schedule (reg) | Fwd | Accr | Avail | Used | Bal | |
| Tour of Duty | Part Time | * Annual Fwd adjusted | 132:00 | 3:00 | 135:00 | -- | |
| Duty Hours | 48 | Annual | 132:00 | 3:00 | 135:00 | -- | |
| Work Week | MWF 8-4:30 | * Annual Unapplied Fwd adjusted | 3:00 | | 12:00 | | |
| Alternative Schedule | Regular 8-hour Days | Annual Unapplied | 3:00 | | 12:00 | | |
| Agency | BPD | * Sick Fwd adjusted | 152:00 | 3:00 | 155:00 | -- | |
| State | DC | Sick | 152:00 | 3:00 | 155:00 | -- | |
| Town | 0001 | * Sick Unapplied Fwd adjusted | 12:00 | | -- | | |
| Unit | 01 | Sick Unapplied | 12:00 | | -- | | |
| Timekeeper | 02 | Leave Year Projection | | | | | |
| New Contact Point | Yes | Maximum Available Annual | | | 205:00 | | |
| Retain Data | Exception Processing | Maximum Available Sick | | | 177:00 | | |
| Account Data Code | Manual Entry | Use or Lose Leave | | | -- | | |
| Service Computation Date | Mar 04 1997 | | | | | | |
| Annual Leave Category | 6 hr/pp | | | | | | |

Your signature certifies that all reported time was worked and approved according to law and regulation.
Validated By : Martha Jennings
Validation Date : Aug 08 2006 3:02 PM
Certified By : Samuel Miller
Certification Date : Aug 08 2006 3:03 PM

The complete T&A status history is displayed below; it may contain events that happened since the certification shown above took place.

| Status History | | | |
|----------------------------|----------------------|-----------------------------|---|
| Timestamp | Status | Name | Message |
| Aug 08 2006 03:03 PM | Built | SYSTEM | Built in Build ID 301. |
| ====> Aug 08 2006 03:03 PM | Supervisor Certified | Miller, Samuel (MILLER) | |
| Aug 08 2006 03:02 PM | Employee Validated | Jennings, Martha (JENNINGS) | |
| Aug 08 2006 02:02 PM | Leave adjusted | Miller, Samuel (MILLER) | Sick Unapplied Forward adjusted 12:00 hours. Annual Unapplied Forward adjusted 3:00 hours. Sick Forward adjusted 152:00 hours. Annual Forward adjusted 132:00 hours. |
| Aug 08 2006 01:40 PM | New Record Created | Miller, Samuel (MILLER) | Created new record for pay period 15. |

Certified T&A Summary includes all current pay period transactions, leave balances and projected year-end balances. A T&A history is included that tracks significant events related to that pay period.





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webTA: Leave Data: com.threesis.webta.P435dataTALeave - Mozilla Firefox

webTA 3.5 [Help](#) [Logout](#)

Leave Data

Name: **Martha Jennings** Pay Period: **16 : Aug 6, 2006 to Aug 19, 2006**
Time Card Type: **Regular** Leave Year: **2006**

| Type of Leave | Forward | Accrued | Available | Used | Balance |
|------------------------|-------------------------------------|---------|-----------|------|---------|
| Annual | <input type="text" value="135:00"/> | 4 | 139:00 | 0:00 | 139:00 |
| Annual Unapplied | <input type="text" value="12:00"/> | | | | 8:00 |
| Sick | <input type="text" value="155:00"/> | 2 | 157:00 | 0:00 | 157:00 |
| Sick Unapplied | <input type="text" value="0:00"/> | | | | 8:00 |
| Credit | <input type="text" value="0:00"/> | 0:00 | 0:00 | 0:00 | 0:00 |
| Compensatory | <input type="text" value="0:00"/> | 0:00 | 0:00 | 0:00 | 0:00 |
| Compensatory Travel | <input type="text" value="0:00"/> | 0:00 | 0:00 | 0:00 | 0:00 |
| Religious Comp | <input type="text" value="0:00"/> | 0:00 | 0:00 | 0:00 | 0:00 |
| Shore | <input type="text" value="0:00"/> | 0:00 | 0:00 | 0:00 | 0:00 |
| Home | <input type="text" value="0:00"/> | 0:00 | 0:00 | 0:00 | 0:00 |
| Restored Annual | <input type="text" value="0:00"/> | | | 0:00 | 0:00 |
| Time Off Award | <input type="text" value="0:00"/> | | | 0:00 | 0:00 |
| LWOP | <input type="text" value="0:00"/> | | | 0:00 | 0:00 |
| AWOL | <input type="text" value="0:00"/> | | | 0:00 | 0:00 |
| Suspension | <input type="text" value="0:00"/> | | | 0:00 | 0:00 |
| Furlough | <input type="text" value="0:00"/> | | | 0:00 | 0:00 |
| Military Emergency | <input type="text" value="0:00"/> | | | 0:00 | 0:00 |
| Military Regular | <input type="text" value="0:00"/> | | | 0:00 | 0:00 |
| Family Friendly Sick | <input type="text" value="0:00"/> | | | 0:00 | 0:00 |
| FMLA | <input type="text" value="0:00"/> | | | 0:00 | 0:00 |
| OWCP Sick | <input type="text" value="0:00"/> | | | 0:00 | 0:00 |
| Other | | | | 0:00 | |
| Leave Donations | | | | | |
| Voluntary Program | <input type="text" value="0:00"/> | | | 0:00 | 0:00 |
| Emergency Program | <input type="text" value="0:00"/> | | | 0:00 | 0:00 |

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Leave Balance Form (unapplied hours included for calculating part time employee leave accruals). Only authorized people may modify leave balances.



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webTA 3.5 [Help](#) [Logout](#)

Timekeeper Select Employee

| | Status | Employee | User Id | Pay Period | Timekeeper | Supervisor |
|----------------------------------|------------|-------------------|----------|------------|------------|------------|
| <input checked="" type="radio"/> | Val by Tkp | Jennings, Martha | JENNINGS | 16 - 2006 | WILLIAMS | MILLER |
| <input type="radio"/> | Val by Emp | Miller, Samuel | MILLER | 16 - 2006 | WILLIAMS | MILLER |
| <input type="radio"/> | Val by Tkp | Saunders, Josie | SAUNDERS | 16 - 2006 | WILLIAMS | MILLER |
| <input type="radio"/> | Val by Tkp | Williams, Michael | WILLIAMS | 16 - 2006 | WILLIAMS | MILLER |

Selected T&A

Selected Employee

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The Timekeeper Select Employee Screen provides access to all of the functions a timekeeper needs to perform for an employee.





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webTA: Certified T&A Summaries: com.threes.webta.P445viewCertified - Mozilla Firefox

File Edit View Go Bookmarks Tools Help

webTA 3.5 [Help](#) [Logout](#)

Certified T&A Summaries

Now viewing from Leave Year 2006, Pay Period 1 to Leave Year 2006, Pay Period 26.

| From | To |
|--------|---------|
| 2006 1 | 2006 26 |

Martha Jennings (JENNINGS)

| | Pay Period | Date Range | Cert By | Cert Date | Cert Type |
|----------------------------------|------------|-----------------|---------|-------------|-----------|
| <input checked="" type="radio"/> | 16 - 2006 | Aug 06 - Aug 19 | MILLER | Aug 11 2006 | WEBTA-GZ |
| <input type="radio"/> | 15 - 2006 | Jul 23 - Aug 05 | MILLER | Aug 08 2006 | WEBTA-GZ |
| <input type="radio"/> | 14 - 2006 | Jul 09 - Jul 22 | MILLER | Aug 11 2006 | WEBTA-GZ |
| <input type="radio"/> | 13 - 2006 | Jun 25 - Jul 08 | MILLER | Aug 11 2006 | WEBTA-GZ |
| <input type="radio"/> | 12 - 2006 | Jun 11 - Jun 24 | MILLER | Aug 11 2006 | WEBTA-GZ |

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Certified T&As are available for employees, timekeepers, supervisors and HR for review.





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webTA 3.5 Help Logout

Leave Request Calendar View

Select view for

The calendar below shows only approved and pending leave requests, not leave that is actually taken.

| September 2006 | | | | | | |
|----------------|----------------|---|---|---|---|-----|
| Sun | Mon | Tue | Wed | Thur | Fri | Sat |
| | | | | | 1 | 2 |
| 3 | 4 Labor Day | 5 A: MILLER - 8:00 P: SAUNDERS - 9:00 | 6 A: MILLER - 8:00 P: JENNINGS - 8:00 P: SAUNDERS - 9:00 | 7 A: MILLER - 8:00 P: SAUNDERS - 9:00 | 8 A: MILLER - 8:00 P: JENNINGS - 8:00 P: SAUNDERS - 8:00 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |

A: Approved time, P: Pending time

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Supervisor's calendar view of leave requests shows pending and approved leave requests and holidays. The supervisor may view requests for directly assigned employees or may include delegated employees to see a bigger picture of the office.





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webTA: Edit Account Transactions: com.threeis.webta.P622editTransaction - Mozilla Firefox

File Edit View Go Bookmarks Tools Help

webTA 3.5 [Help](#) [Logout](#)

Edit Account Transactions

Account Summary

| Name of Account | Description | Type of Account | Donations | Deductions | Balance |
|-----------------|-------------|------------------------------|-----------|------------|---------|
| VIA20060034 | M. Williams | Voluntary Individual Account | 60:00 | 40:00 | 20:00 |

Approved Recipient(s)

| Name | Hours | Start | End |
|---|--------|-------------|-------------|
| <input type="button" value="Edit"/> Michael Williams (WILLIAMS) | 160:00 | Aug 01 2006 | Dec 31 2006 |
| Total | 160:00 | | |

Donations to Account

| Name | Hours | Approval | Approved By | PP | Year |
|---|-------|----------|-------------|----|------|
| <input type="button" value="View"/> Mark Johnson (EXTERNAL) | 40:00 | Approved | MILLER | | |
| <input type="button" value="View"/> Samuel Miller (MILLER) | 20:00 | Approved | MILLER | 15 | 2006 |
| <input type="button" value="New Donation"/> | | | | | |
| Total | 60:00 | | | | |

Deductions from Account

| Name | Hours | Transaction | PP | Year |
|---|-------|-----------------|----|------|
| <input type="button" value="View"/> Michael Williams (WILLIAMS) | 40:00 | VLTP Leave Used | 16 | 2006 |
| <input type="button" value="New Deduction"/> | | | | |
| Total | 40:00 | | | |

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Leave Transfer Account Summary



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webTA: Manage Projects: com.threeis.webta.P710selProject - Mozilla Firefox

File Edit View Go Bookmarks Tools Help

webTA 3.5 Help Logout

Manage Projects

| Projects | |
|----------------------------------|----------------------|
| <input checked="" type="radio"/> | webTA Implementation |
| <input type="radio"/> | webTA Planning |
| <input type="radio"/> | webTA Testing |
| <input type="radio"/> | webTA Training |

Selected Project

Manage Subprojects

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Hierarchical list of tracked projects. There is no limit to the levels of the hierarchy.



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The screenshot shows a web browser window titled "webTA: Select Project Members: com.threeis.webta.P971browseProjMembers - Mozilla Firefox". The page content includes a navigation bar with "File", "Edit", "View", "Go", "Bookmarks", "Tools", and "Help". Below this, the text "webTA 3.5" is displayed on the left, and "Help Logout" on the right. The main heading is "Select Project Members". Underneath, it shows "Project Name: webTA Implementation" and "Manager: Samuel Miller". A section titled "Currently browsing members of agency : BPD" contains a table with columns for "Name", "User ID", and "Agency". The table lists four members: Martha Jennings (JENNINGS), Samuel Miller (MILLER), Josie Saunders (SAUNDERS), and Michael Williams (WILLIAMS). Each row has an "Add" button to its left. Below the table are two buttons: "Other Org" and "Return". At the bottom of the page is the KRONOS logo. The browser's status bar at the bottom shows "Done" on the left and "webta.kronos.com" on the right.

webTA 3.5 [Help](#) [Logout](#)

Select Project Members

Project Name: **webTA Implementation** Manager: **Samuel Miller**

Currently browsing members of agency : BPD

| | Name | User ID | Agency |
|------------------------------------|------------------|----------|--------|
| <input type="button" value="Add"/> | Martha Jennings | JENNINGS | BPD |
| listed | Samuel Miller | MILLER | BPD |
| listed | Josie Saunders | SAUNDERS | BPD |
| <input type="button" value="Add"/> | Michael Williams | WILLIAMS | BPD |

Done webta.kronos.com

Employees directly assigned to projects.





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The screenshot shows a web browser window with the title "webTA: Project Org Members: com.threeis.webta.P723projectOrgs - Mozilla Firefox". The browser's address bar shows "webTA 3.5" and navigation links for "Help" and "Logout". The main content area features the heading "Project Org Members" and displays the following information:

Project Name: **webTA Implementation** Manager: **Samuel Miller**

Employees in the listed organization(s) are members of this project.

| | Organization |
|---------------------------------------|--------------|
| <input type="button" value="Delete"/> | BPD |

The Kronos logo is visible at the bottom of the page. The browser's status bar at the bottom shows "Done" and the URL "webta.kronos.com".

Assigning employees to projects organizationally.





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webTA: Audit Configuration: com.threeis.webta.P266configAudit - Mozilla Firefox

File Edit View Go Bookmarks Tools Help

webTA 3.5 [Help](#) [Logout](#)

Audit Management

| | |
|--------------------------------------|-------------------------------------|
| Audit T&A Record Certification | <input checked="" type="checkbox"/> |
| Audit Password Changes | <input type="checkbox"/> |
| Audit Role Changes | <input checked="" type="checkbox"/> |
| Audit T&A Record Changes | <input type="checkbox"/> |
| Audit webTA Employee Addition | <input type="checkbox"/> |
| Audit Employee Profile Changes | <input checked="" type="checkbox"/> |
| Audit Leave And Premium Pay Requests | <input type="checkbox"/> |
| Audit Leave Transfer Transactions | <input type="checkbox"/> |
| Audit Set Pay Period | <input checked="" type="checkbox"/> |
| Audit System Signer Transactions | <input type="checkbox"/> |
| Audit T&A Record Validation | <input checked="" type="checkbox"/> |

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Audit Management allows the system administrator to configure a variety of auditable logs.





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webTA: Task/Email Configuration: com.threeis.webta.P262configEmail - Mozilla Firefox

File Edit View Go Bookmarks Tools Help

webTA 3.5 [Help](#) [Logout](#)

Task/Email Configuration

| | |
|-------------------------------------|--|
| Task Delivery | <input checked="" type="radio"/> webTA only <input type="radio"/> Email only <input type="radio"/> webTA and Email |
| Task Expiration | <input checked="" type="radio"/> Tasks never expire <input type="radio"/> Tasks expire in <input type="text"/> months |
| Mail server hostname or IP address | <input type="text"/> |
| Mail server port | <input type="text" value="25"/> |
| Address to use in email From: field | <input type="text"/> |
| Message body header | (512 chars max) <input type="text" value="Test Task Header"/> |
| Message body footer | (512 chars max) <input type="text" value="Test Task Footer"/> |

KRONOS

Done webta.kronos.com

A variety of notifications are generated by webTA, which may be sent via email.





Additional information regarding the USDA's webTA implementation project is available at

<http://www.usda.gov/da/webTA/>

“We specialize in delivering a flexible, integrated, permanent, secure & verified Time & Labor Management process, & enhanced employee record, for your government & contractor employees.”