Human Resources 9.0
Time and Labor: Printing Your Timesheet
Quick Reference Guide

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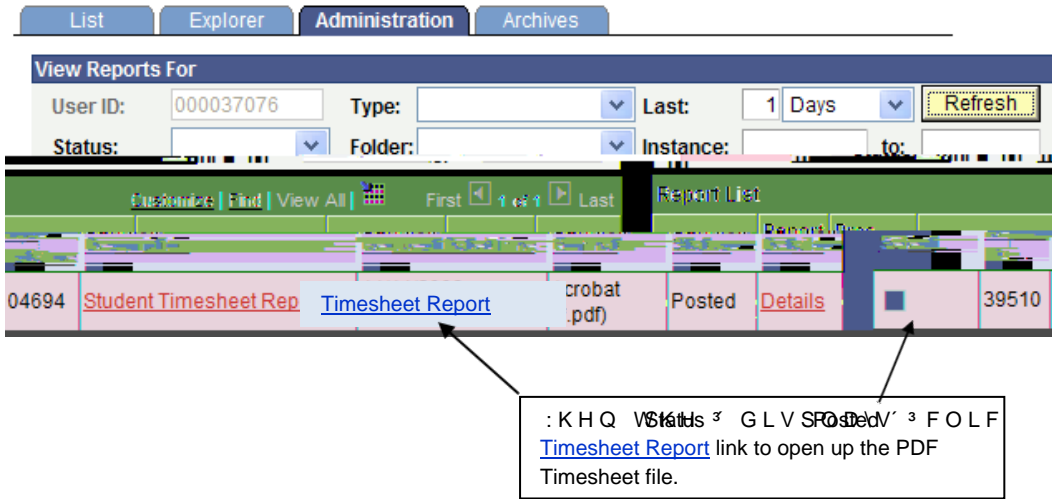
1.0   Introduction

Time and Labor is a component within the PeopleSoft Human Capital Management (HCM) suite of applications.

3. If you have only one active job, the

4.0 Print Your Timesheet

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page before closing the browser window. If you fail to do so, others can access your records from the same
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If applicable, follow your department procedures for turning in your timesheet.