Can I modify my dashboard and login screen in Kronos WFR?

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If you are a non-exempt employee and a supervisor, departmental timekeeper, or payroll administrator you are able to modify your default login screen from seeing your current timesheet to seeing the supervisor’s dashboard upon login.

1. Log into Kronos WFR.
2. Go to My Account > My Profile.

3. In the Account Information area select the lookup icon in the First Screen field to view a list of available screens.

4. Click on the green flag icon next to Dashboard (Premium).

5. Select the button in the top right-hand corner of the screen.

If you are a supervisor or departmental timekeeper you are able to modify your dashboard configuration by:

1. Log into Kronos WFR.

Tip

The Quick Links window displays links to the most frequently used menu items, including some default reports. If you would like to add or remove links, select the settings icon in the right-hand corner of the window and select or de-select Items To Show. Select the button.

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