Electronic Timesheet Initiator



On the District's page, choose — "Quick Links"

SCHOOL CLOSURES AND COVID-19 UPDATES DISTRICT HOME **ELEMENTARY SCHOOLS** TK-8 SCHOOLS MIDDLE SCHOOLS @ TRANSLATE CURRENT BOARD FACILITIES ADVISORY TECH REPORTS BONDS PARCEL TAX LCAP **EMPLOYMENT** AGENDA COMMITTEE SUPPORT **EXEMPTION OPPORTUNITIES** Q SEARCH QUICK LINKS

ALUM ROCK UNION SCHOOL



ALUM ROCK UNION SCHOOL DISTRICT

OUR DISTRICT

BOARD OF TRUSTEES

DEPARTMENTS

INNOVATIVE LEARNING

EXTENDED LEARNING

In This Section

eSchool Plus

Employee Pay Information - ESS

eFinance Plus

Intranet

OnUpkeep

Facilitron

How To Videos

Quick Support

SCCOE Service Now

Electronic Timesheet

ClassLink Single Sign

Teacher Access Center

Quick Links

Student links

General

- Classlink Single Sign On
- Home Access Center (HAC)
- Google Classroom
- ParentSquare Parent Teacher Communication

Educational Programs

- Google Apps BrainPop, Raz Kids, Kids A-Z, TeachTCI
- Benchmark Advance
- . Envision Elementary Mathematics
- . Illuminate / FastBridge Student login
- Levered Math
- Renaissance Learning

Staff links

Educational

- Classlink Single Sign On
- Teacher Access Center
 eSchool Plus
- · Google Apps TeachTCI, Hapara, McGraw-Hill
- . Benchmark Advance Log into Clever to access
- Envision Elementary Mathematics
- · Illuminate / FastBridge Staff login
- Renaissance Learning
- Distance Learning PD Hub
- · ParentSquare Parent Teacher Communication
- · ParentLink Mass communication

Personal

- Employee Self Service Pay information 2020 through present
- SCCOE Service Now County support system
- Employee Access Center Pay information pre-2020
- eSchoolSolutions (Sub finder)
- Email (GMail)

Find "Electronic Timesheet" on the left sidebar or on the Quick Links drop down menu Or click on the link below

EXTENDED LEARNING

Electronic Timesheet

NOVATIVE LEARNING

Informed KI2 formerly Chalk

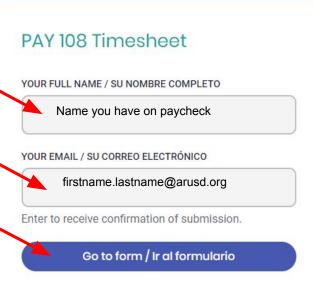
HELP SIGN IN

Type your full name as it appears on your Check Stub

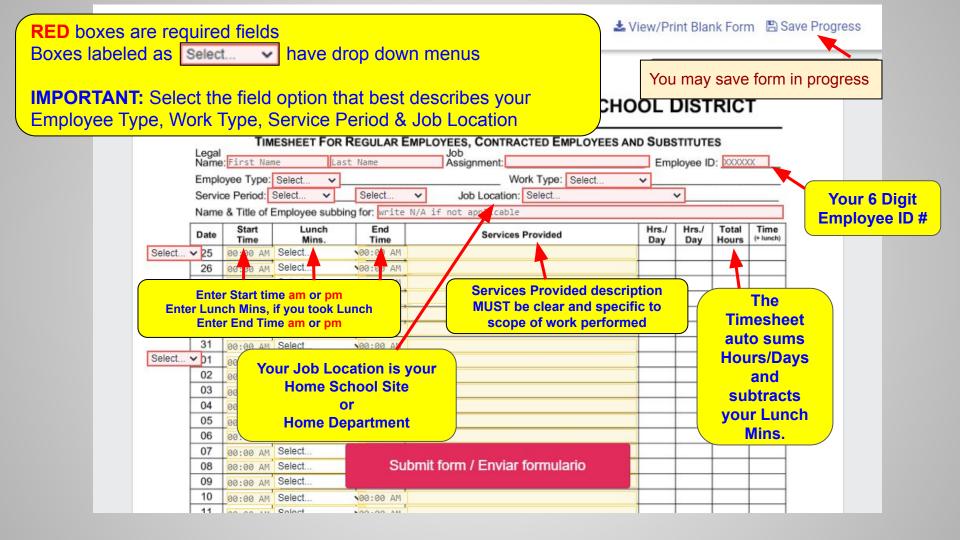
Type your ARUSD email

Click here to start form

Have your Employee ID number ready





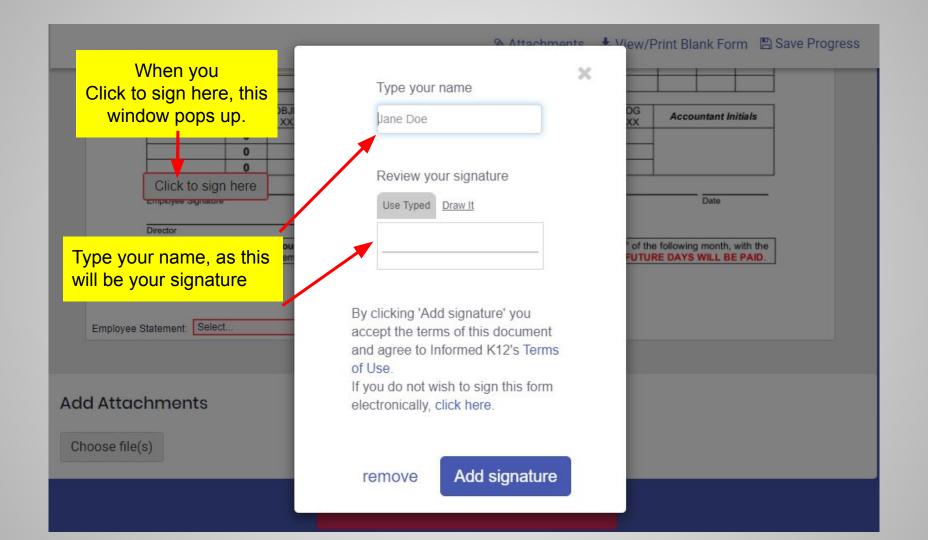


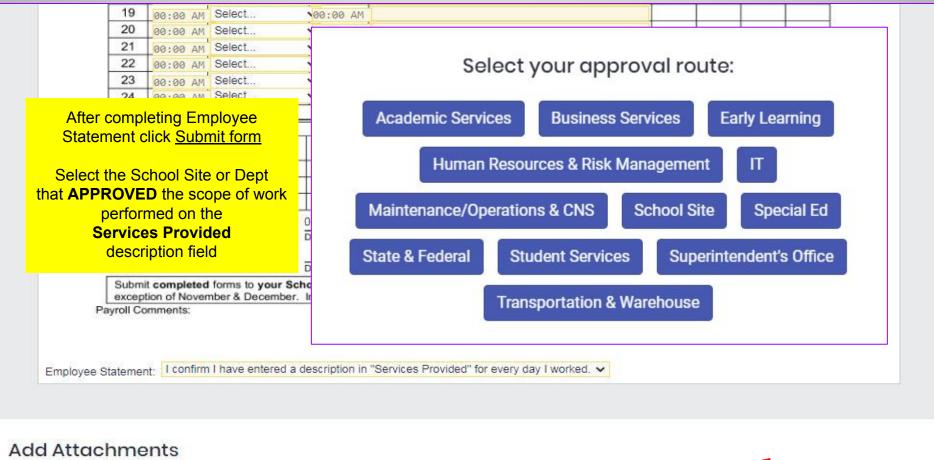
Stipend:				Amount: \$		Total Hrs./Days Worked:				
									576 55	
FD XXX	RESC PY XXXX 0 0	15020	OBJECT	SB-OB 00 00	GOAL XXXX	FCTN	000000 000000 000000	LOC	PROG	
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Clic	k to sign	here	7.	03/18/2021						
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Director	0-0.300			Date	=					
Director Submi excep	it complete		to your Sch	ool Site/Dep						following month, with the E DAYS WILL BE PAID.
Director Submi excep	it complete tion of Nove		to your Sch	ool Site/Dep						

Next complete the Employee Statement

Add Attachments

Choose file(s)





Choose file(s)

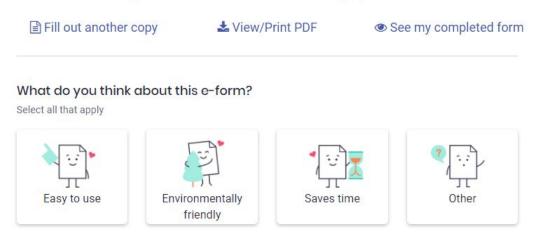
Submit form / Enviar formulario

From the Select recipient drop down menu

Select the School Site or Department Administrative Assistant. The email address will be displayed Verify that you are sending it to the correct Admin. Asst. Please select next recipient below Send to this recipient Go back to the question Administrative Select recipient... Assistant Email Cc Email (include multiple by separating with commas) Send a view-only link **Email Subject** Sign or Review: Form for {recipient} titled PAY 108 Timesheet

If NO Administrative Assistant in your Department - Select the Supervisor. The email address will be displayed Verity that you are sending it to the correct Supervisor Please select next recipient below Send to this recipient Go back to the question Supervisor Select recipient... Email Cc Email (include multiple by separating with commas) Send a view-only link **Email Subject** Sign or Review: Form for {recipient} titled PAY 108 Timesheet

Thank you for submitting your form!



Suggestion box

Watch your email for UPDATES. If you need to make any corrections to your timesheet, you will receive an email notification that the timesheet has been "returned" to you.

Lastly, when your timesheet is fully approved, you will receive a notification that states "FORM COMPLETE". This is a good time to print a copy for your records.

