

# Salaried Timekeeping

A Professional and Efficient Solution Designed for the Salaried Worker.

UKG Dimensions™ Salaried Timekeeping (formerly Workforce Dimensions™ Timekeeping) provides a personalized home screen for salaried workers where they can view and access the information relevant to their jobs. They can access their project timecards, report time out of office, and manage any notifications right from their home screens.



### Simple, Yet Comprehensive

The simple and intuitive user experience that UKG Dimensions Timekeeping provides is a project-centric view of work so salaried workers can simply choose the project and enter the duration. There is no complex data to sort through — it can all be done in one or two taps.



### Engaging Employee Experience

Capturing nonwork time such as vacation and sick time is now a breeze. With Microsoft Outlook integration, both the system and the employee’s team are notified when they’re out of the office. Outlook integration allows the employee to block their calendars, set out-of-office messages, and more.



### Mobile Experience

Professional workers can access the features of their desktop project timecards right on their mobile phones for an experience so easy they may forget they’re working on their timecards!



# Key Benefits

## For Managers

Automatically apply work and pay rules to reduce payroll inflation

Increase labor-costing accuracy, strengthen auditability, and reduce off-cycle paychecks

Centrally enforce regulatory guidelines such as FLSA, FMLA, and ACA

Provide accessibility that meets WCAG 2.0 Level AA guidelines

Automate and streamline time-consuming administrative tasks while improving productivity

Gain real-time visibility into workforce data for improved decision making

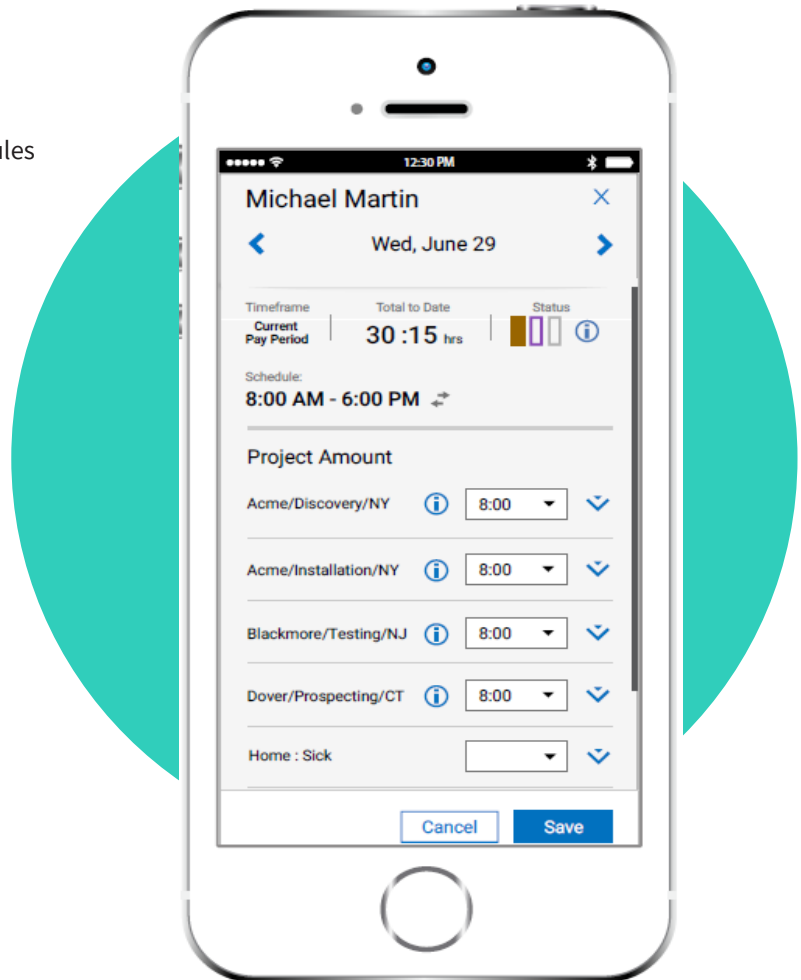
## For Employees

Device-agnostic and built responsively so your people can access their projects anywhere on any device — mobile or tablet

Salaried-specific timecard allows employees to get in and out of the system quickly

## Salaried Timekeeping Features

- Tracks time in durations against projects
- Manually enter or build pattern-based schedules
- Enter Time-off requests & recommendations
- Track Bonus or Mileage entry
- Offers Manager timecard editing
- OT Management
- Approvals & Sign-off
- Rich Dataviews & Data visualization



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