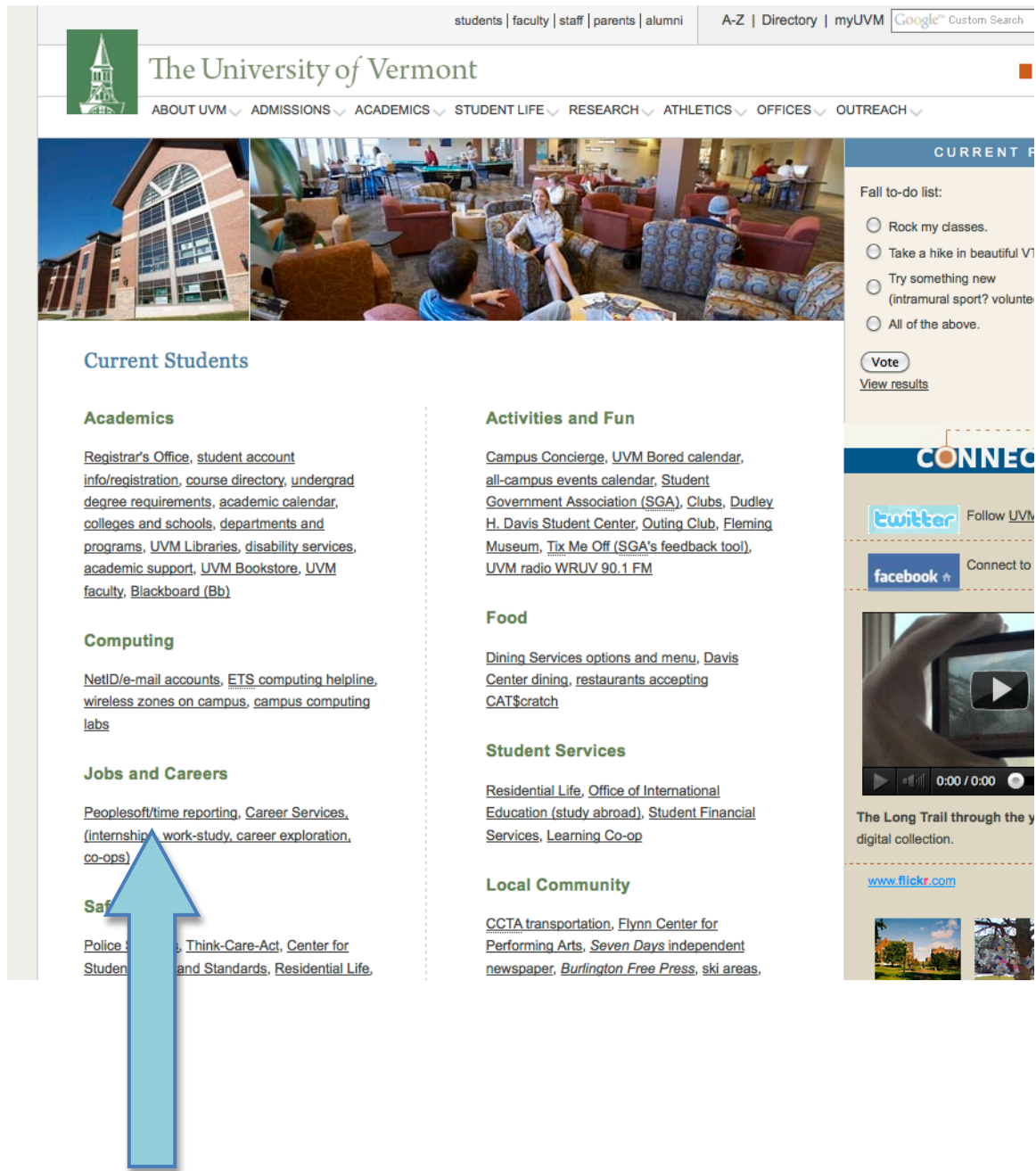


Logging Your Hours in PeopleSoft



The screenshot shows the University of Vermont website. At the top, there is a navigation bar with links for students, faculty, staff, parents, alumni, A-Z, Directory, myUVM, and a Google Custom Search box. Below this is the university's logo and name. A main navigation menu includes links for ABOUT UVM, ADMISSIONS, ACADEMICS, STUDENT LIFE, RESEARCH, ATHLETICS, OFFICES, and OUTREACH. The main content area features a large image of a building and a group of people sitting in a lounge. Below the image, there are several sections: 'Current Students' (with sub-sections for Academics, Computing, Jobs and Careers, and Safety), 'Activities and Fun', 'Food', 'Student Services', and 'Local Community'. A blue arrow points to the 'Peoplesoft/time reporting' link under the 'Jobs and Careers' heading. On the right side, there is a 'CURRENT' section with a 'Fall to-do list' and a 'Vote' button. Below that is a 'CONNECT' section with links to Twitter and Facebook, and a video player showing 'The Long Trail through the y digital collection'.

students | faculty | staff | parents | alumni A-Z | Directory | myUVM Google Custom Search

The University of Vermont

ABOUT UVM ▾ ADMISSIONS ▾ ACADEMICS ▾ STUDENT LIFE ▾ RESEARCH ▾ ATHLETICS ▾ OFFICES ▾ OUTREACH ▾

Current Students

Academics
[Registrar's Office](#), [student account info/registration](#), [course directory](#), [undergrad degree requirements](#), [academic calendar](#), [colleges and schools](#), [departments and programs](#), [UVM Libraries](#), [disability services](#), [academic support](#), [UVM Bookstore](#), [UVM faculty](#), [Blackboard \(Bb\)](#)

Computing
[NetID/e-mail accounts](#), [ETS computing helpline](#), [wireless zones on campus](#), [campus computing labs](#)

Jobs and Careers
[Peoplesoft/time reporting](#), [Career Services](#), [\(internship, work-study, career exploration, co-ops\)](#)

Safety
[Police Services](#), [Think-Care-Act](#), [Center for Student Safety and Standards](#), [Residential Life](#)

Activities and Fun
[Campus Concierge](#), [UVM Bored calendar](#), [all-campus events calendar](#), [Student Government Association \(SGA\)](#), [Clubs](#), [Dudley H. Davis Student Center](#), [Outing Club](#), [Fleming Museum](#), [Tix Me Off \(SGA's feedback tool\)](#), [UVM radio WRUV 90.1 FM](#)

Food
[Dining Services options and menu](#), [Davis Center dining](#), [restaurants accepting CAT\\$cratch](#)

Student Services
[Residential Life](#), [Office of International Education \(study abroad\)](#), [Student Financial Services](#), [Learning Co-op](#)

Local Community
[CCTA transportation](#), [Flynn Center for Performing Arts](#), [Seven Days independent newspaper](#), [Burlington Free Press](#), [ski areas](#)

CONNECT

[Twitter](#) Follow [UVM](#)

[facebook](#) Connect to

[www.flickr.com](#)

The Long Trail through the y digital collection.

There is a link to PeopleSoft on the UVM Current Students page (uvm.edu/students). It's the first link under the Jobs and Careers heading.

students | faculty | staff | parents | alumni | A-Z | Directory | myUVM | Google Custom Search | Search

The University of Vermont

ABOUT UVM | ADMISSIONS | ACADEMICS | STUDENT LIFE | RESEARCH | ATHLETICS | OFFICES | OUTREACH

APPLY TO UVM

PeopleSoft.

Financials Login Human Resources Login EPM - FY Budget Preparation Login

UVM NetId: UVM NetId: UVM NetId:
 Password: Password: Password:

Sign In Sign In Sign In

[Submit a Help Desk Ticket \(Footprints\)](#) [Peoplesoft Training and Resources](#)

Last modified July 21 2011 08:33 AM

The PeopleSoft/Time Reporting Link on the UVM Current Students page will lead you here, to the PeopleSoft login.

Using your netID and password just as you would to log into your Webmail account, sign in under the Human Resources login.

students | faculty | staff | parents | alumni | A-Z | Directory | myUVM | Google Custom Search | Search

The University of Vermont

ABOUT UVM | ADMISSIONS | ACADEMICS | STUDENT LIFE | RESEARCH | ATHLETICS | OFFICES | OUTREACH

APPLY TO UVM

PeopleSoft.

Financials Login Human Resources Login EPM - FY Budget Preparation Login

UVM NetId: UVM NetId: UVM NetId:
 Password: Password: Password:

Sign In Sign In Sign In

[Submit a Help Desk Ticket \(Footprints\)](#) [Peoplesoft Training and Resources](#)

The University of Vermont

PeopleSoft.

HR Production

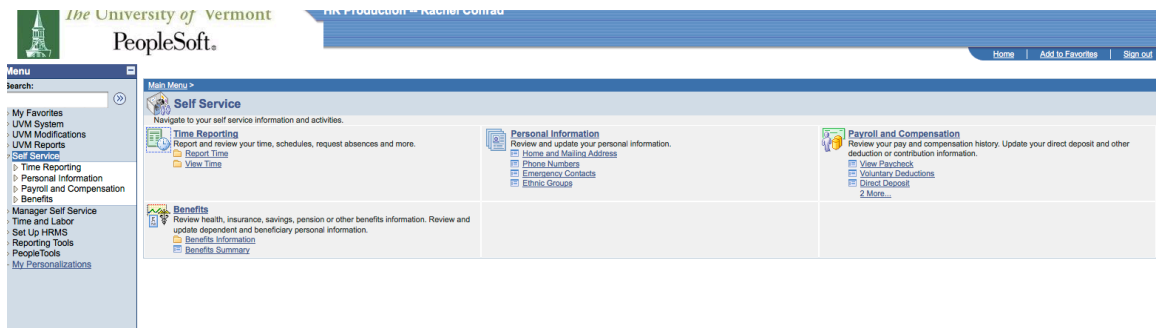
Personalize [Content](#) | [Layout](#)

Menu

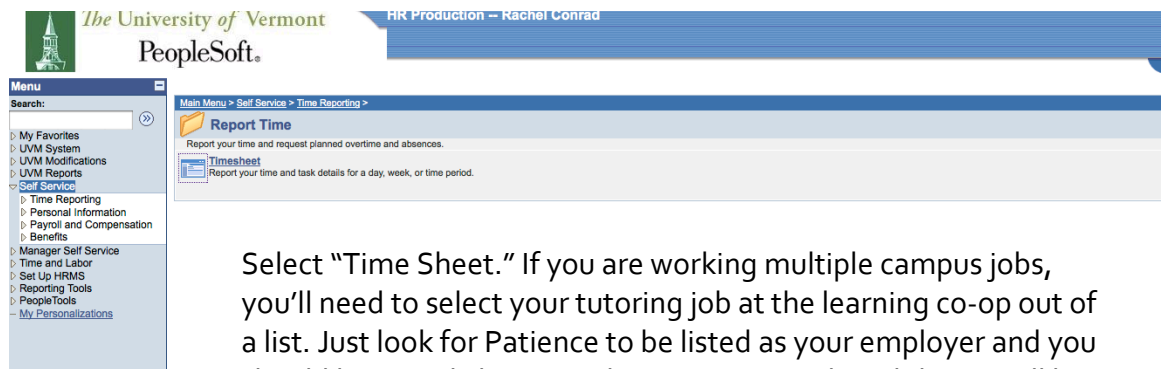
Search: >>

- My Favorites
- UVM System
- UVM Modifications
- UVM Reports
- Self Service**
- Manager Self Service
- Time and Labor
- Set Up HRMS
- Reporting Tools
- PeopleTools
- My Personalizations

Choose "Self-Service" from the list of options on the left side of your screen.



Under the “Time Reporting” heading, select
“Report Time.”



Select “Time Sheet.” If you are working multiple campus jobs, you’ll need to select your tutoring job at the learning co-op out of a list. Just look for Patience to be listed as your employer and you should be set. Click on your learning co-op job and then you’ll be taken to the timesheet. If you are working only one campus job, once you click on “Timesheet” you’ll be here.

