

Subject: New version of My Timesheet application to launch in SCEIS Central

Monday, April 19, 2021

Audience: SCEIS Central Users

Beginning Monday, April 19, 2021, users will see a new version of the My Timesheet application when they enter working time in SCEIS Central. This new timesheet is known as the Version 3 (V3) Timesheet and will deliver an efficient and effective way for employees to enter working time. With enhanced features and functionality, the new timesheet provides a convenient, contemporary and intuitive design for end users.

Please review the <u>V3 Timesheet New Feature Highlights</u> for an overview of the changes you will see beginning April 19. A Frequently Asked Questions (FAQs) document is also available <u>here</u>.

Please mark your calendars and plan to complete V3 Timesheet training which will be available in MySCLearning beginning Monday, March 15.

Thank you, The SCEIS Team