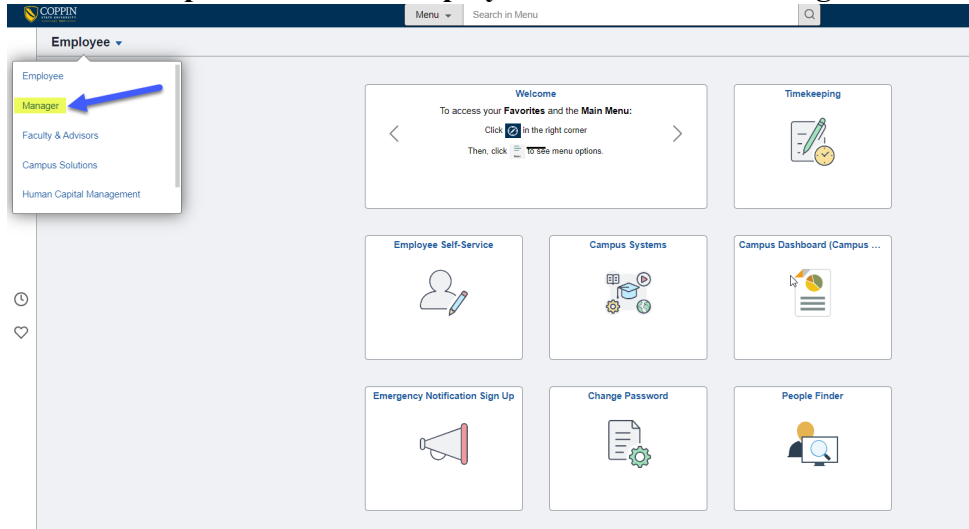
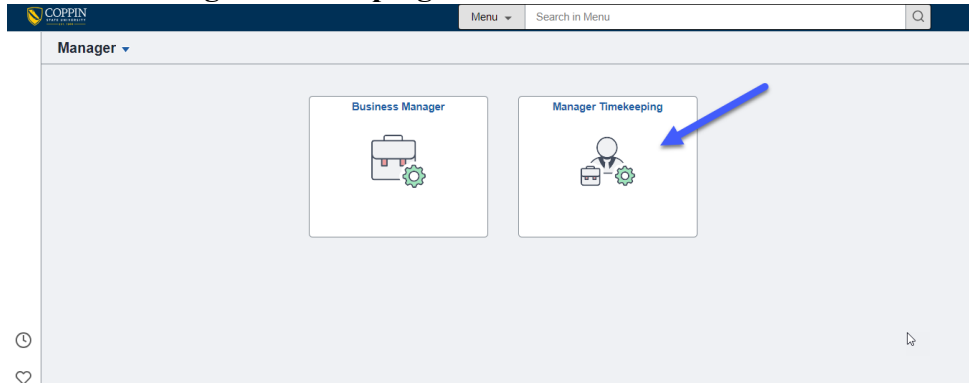


How Do I Approve Time

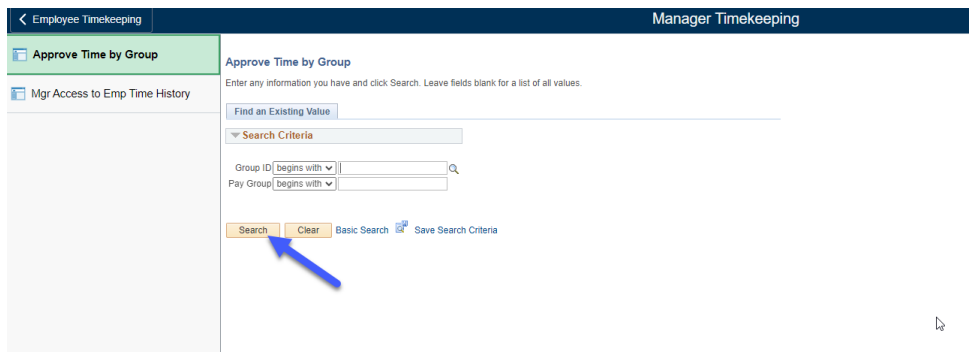
1. Login to EagleLINKS
2. Click the **Dropdown Icon for Employee** and then select **Manager** function



3. Click on **Manager Timekeeping**



4. Click **Search**



5. Select the **Pay Group** to Approve

Employee Timekeeping Manager Timekeeping

Approve Time by Group

Mgr Access to Emp Time History

Approve Time by Group

Enter any information you have and click Search. Leave fields blank for a list of all values.

Find an Existing Value

Search Criteria

Group ID begins with

Pay Group begins with

Search Clear Basic Search Save Search Criteria

Search Results

View All First 1-2 of 2 Last

Group ID	Pay Group	Description
APSUP CON		Infosystem Application Support
APSUP REG		Infosystem Application Support