

Kronos Time & Attendance Project

University of North Carolina at Chapel Hill has done an impressive amount of work to prepare for the automation of timekeeping. Much analysis has been evaluated to determine the right product and the added value for bringing the timekeeping process into a new era of electronic processing. As we move forward with the conversion it is important to consider the change, the long term direction, and the comfort of the users.

Status:

Assessment Phase 1

Currently we are working on the assessment of the business practices. We are in the process of interviewing various departments to discover their internal processes for collecting time, approving time and submitting time. This is being done by a high level interview that has included HR Facilitators, Time Sheet Processors and Business Managers for some of UNC largest and most challenging departments.

Application Practice Phase 2

The next step is to determine how Kronos can best fit the needs of the UNC staffing requirements.

Benefits of Automating Timekeeping:

- ✓ Reduction in the Costs and Environmental Concerns of producing large volumes of Paper Time records
- ✓ Online data storage
- ✓ Ease and assistance in researching payroll and accrual questions
- ✓ Online database to store and process Accruals and Accrual Balances
- ✓ Detailed Audit Trails
- ✓ Standardization of pay policies
- ✓ Less manual data entry
- ✓ Better efficiency Management
- ✓ Real Time Processing

Along with the Benefits of Automation are some Challenges:

- ✓ Employee Change Resistance
- ✓ Loss of Control of employee's time accountability
- ✓ Lack of Computer Skills
- ✓ Fitting the needs of the diverse user population and UNC's Management Team

How can HR Facilitators help?

- ✓ Assurance to the Employees, Students and Temporary Colleagues that every effort will be made to continue to process payroll payments with the highest standards of accuracy.
- ✓ Assurance that users will be given detailed and comprehensive training programs.
- ✓ Assurance that the system will be verified and tested in depth prior to implementation.
- ✓ Your active participation in learning, training, informing during the deployment of Kronos Workforce Timekeeper Central.