Entering Hours for the Graduate Student Summer Union Job Code

Log into Faculty & Staff e-Campus, then click on e-Campus tile.
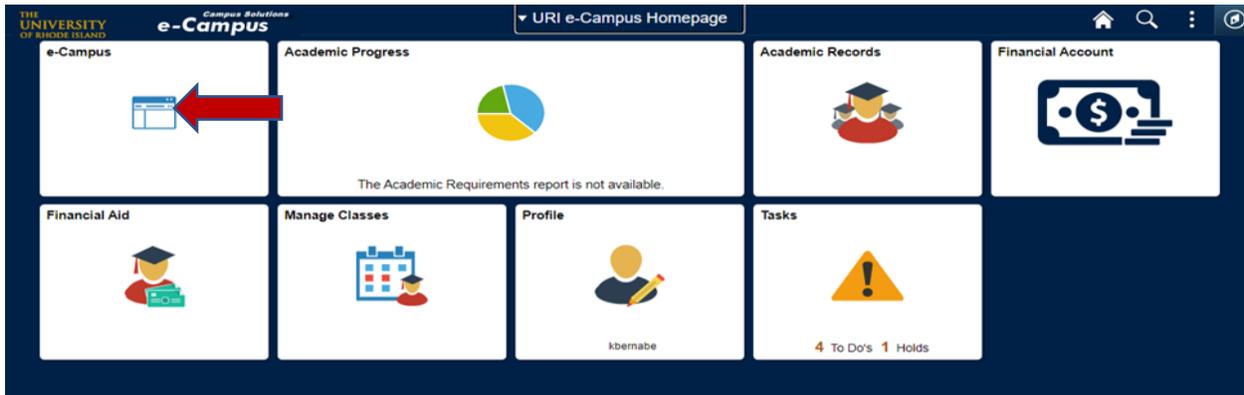
On the left hand menu, click on Self Service.
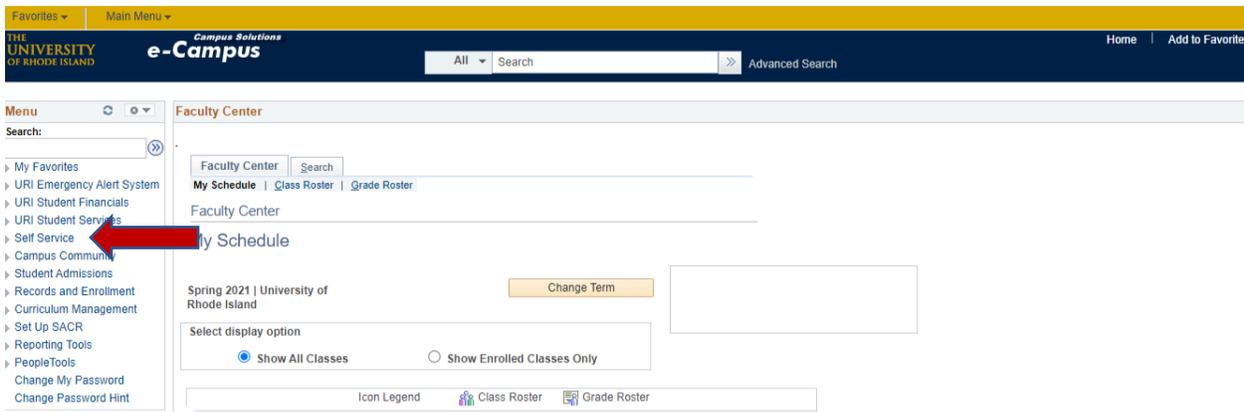
Under the Self-Service link, click on Report Time under the Time Reporting folder.
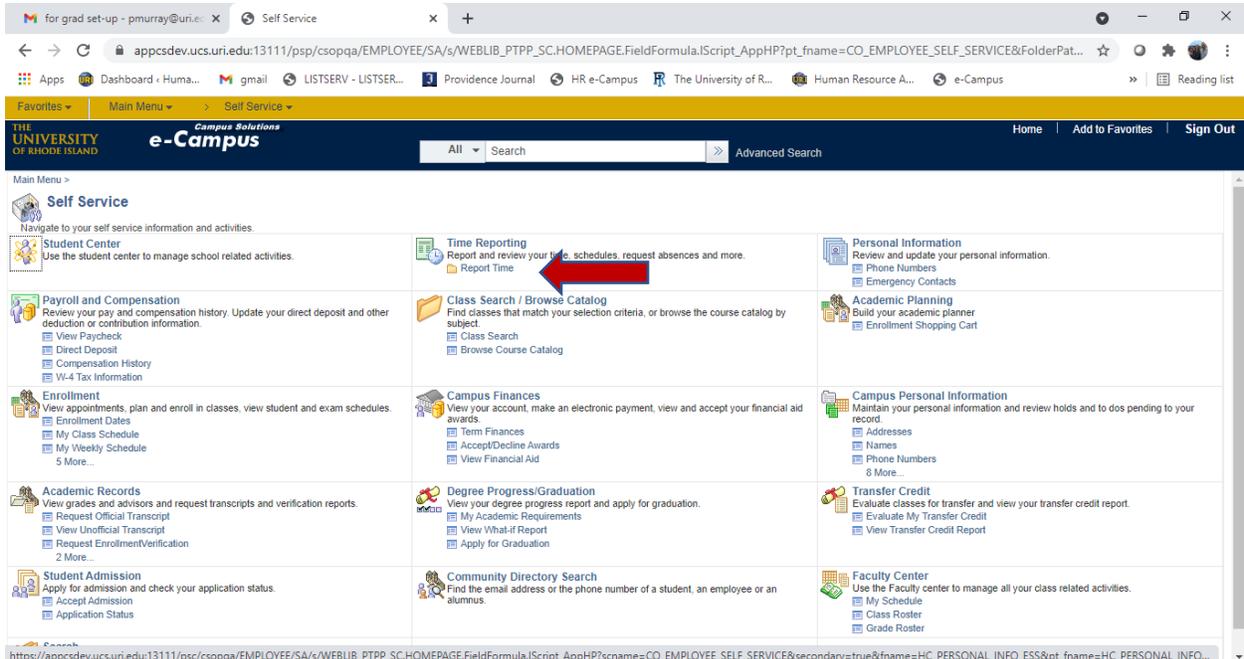
Entering Hours for the Graduate Student Summer Union Job Code

On the Timesheet page, enter the hours worked for each day. Then choose the GRAD HOURLY IStH time reporting code.

Then click Submit.