

C. Employee Main Menu**2. Click on Time Sheet**

Employee Main Menu - Microsoft Internet Explorer provided by St. John's University

File Edit View Favorites Tools Help

Address https://apollo.stjohns.edu/sjasis/twbkwbis.P_GenMenu?name=pmenu.P_MainMnu Go

Personal Information Alumni Student Services & Financial Aid **Employee**

Search Go RETURN TO MENU SITE MAP HELP EXIT

[Employee Web Profile](#)
View/update employee information as you want published in the official SJU web site.

[Benefits and Deductions](#)
Update or view your retirement plans, Health insurance information, Flex spending accounts, Miscellaneous deductions; Change your beneficiary information; Update/View tuition remission

[Pay Information](#)
View your Direct Deposit breakdown; View your Earnings and Deductions History; View your Pay Stubs.

[Tax Forms](#)
Change W-4 information; View your W-2 Form or T4 Form.

[Time Off Current Balances and History](#)
View time off balances and history

[Time Sheet](#)
Enter/update time sheet

[Information Technology Menu](#)
(For use of IT supervisors only)

[PFP Summary for Supervisors](#)
(For use of IT and HR supervisors only)

[Marketing & Communication Job Tracking](#)
(((for use of the Offices of Marketing and Communication, and Printing and Distribution))

[P & D Online](#)
(Enter and track Work Orders with Printing and Distribution Services Department)

[Customer Service Menu](#)

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