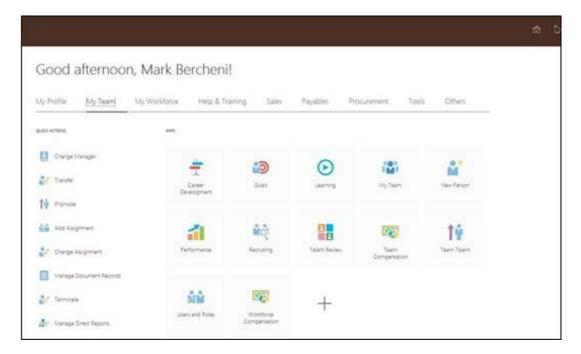


The WyoCloud team is excited to announce that the WyoCloud system will receive a revised layout to enhance user experience. This new system layout will launch on June 16th.



Those who attended a past Time & Absence deep dive presentation on June 4th previewed this new look that will provide HCM with the ability to go-live with an improved Time & Absence module. The new layout will allow users to do their time entry and approvals on mobile devices, whereas the current version only works with a regular computer. HR and Payroll are impressed with its user-friendly features, and the new layout gives you the ability to initiate more transactions right from the front page using the quick links. There will be new functionality that will also replace current paper forms such as the Position Initiation/Modification form in the future.

Advantages For Implementing The New Interface Now

- Works better on mobile devices. This is very important for Approvals and Time entry.
- Approvals for transactions are accessible on the front page.
- Additional opportunities to communicate important messages within the system, such as Payroll deadline reminders, financials closings, and new tips and tricks are effectively communicated.

In order to facilitate this transition, the WyoCloud team is offering Open Labs specific to the new user interface will be available for registration in the <u>Employee LearnCenter</u>. It is recommended you come to this opportunity to help you navigate the new interface.

If you have additional questions regarding the new user interface, please contact the <u>Help Desk</u> |307-766-4357, Option #1, or <u>WyoCloud</u>.

Resources

- HR Website
- Employee Handbook
- WyoCloud Home

Contact Information

Human Resources Department 3422 1000 East University Avenue Laramie, WY 82071-3226

Room 139, Wyoming Hall Phone: (307) 766-2377 Fax: (307) 766-5607