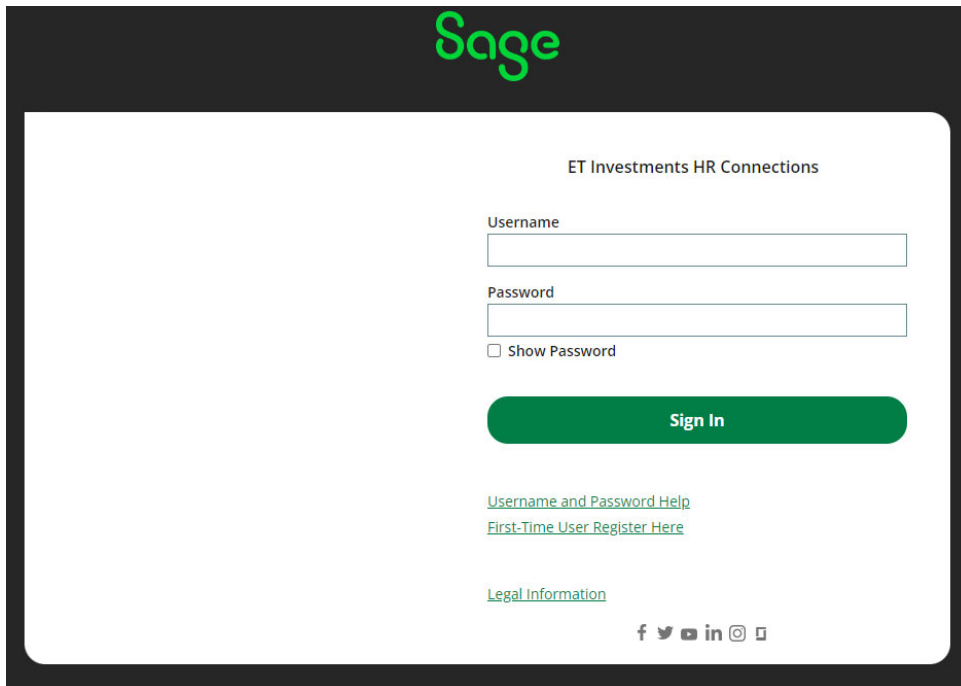


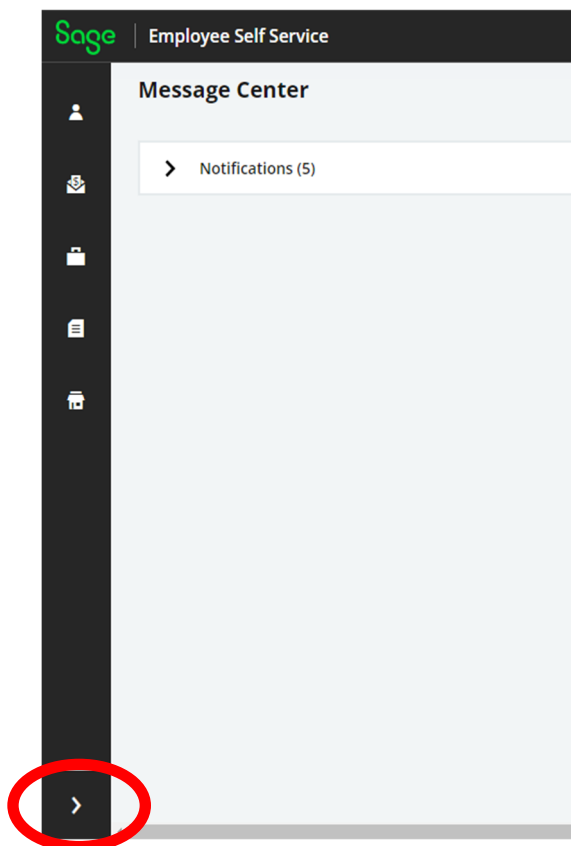
VIEWING TIME OFF BALANCES

<https://hrtimesheet.etinv.com/selfservice/>

Login to the Sage Time Sheet



The image shows the login page for Sage ET Investments HR Connections. At the top is the Sage logo. Below it, the text "ET Investments HR Connections" is centered. There are two input fields: "Username" and "Password". Below the password field is a checkbox labeled "Show Password". A large green "Sign In" button is centered below the fields. At the bottom, there are three links: "Username and Password Help", "First-Time User Register Here", and "Legal Information". Social media icons for Facebook, Twitter, YouTube, LinkedIn, Instagram, and a generic social icon are at the very bottom.



If the screen's side banner is compressed, click the arrow at the bottom left

This will open the menu options



Employee Maintenance > Employee Information > Accrual Summary

PUNCH IN/OUT

ACCOUNT

LOG OUT

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06/16/2024-06/30/2024

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Accrual Summary

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ACCRUAL GROUP

N/A - Not Assigned

EMPLOYEE NUMBER

ACC0000

EMPLOYEE BADGE

Balances

Transactions

PERIOD	TYPE	ACCRUED	CARRY	TAKEN	PENDING ACCRUED	PENDING TAKEN	ADJUST	BALANCE
01/01/2024-12/31/2024	19-SICK	29.000	60.973	-21.000	3.000	0.000	0.000	71.973
01/01/2024-12/31/2024	19-VAC	0.000	0.000	-32.000	0.000	-8.000	0.000	-40.000

Daily Procedures

Employee Maintenance

Employee Information

➤ Accrual Summary

➤ Contact Info

Account