

Ellucian On-Demand Subscription Library User Guide

Quick Start a Course (for subscription holders)

If you have an active subscription to the On-Demand Subscription Library, then you will see that many courses in the Course Catalog are labeled as **Included In Your Subscription**.

They will also have a button labeled **Start** or **Resume**, depending upon whether you have.

Note: You must be logged in to see these labels and options.

1. Click **Start** to bypass the Register and Checkout process. This will take you directly into the course.

OR

Click **Resume** be taken directly into the course.

2. You may immediately start or resume viewing lessons.

Collecting Time (Banner Human Resources)

Collecting Time (Banner HR 8.10-8.11.2) - Course **INCLUDED IN YOUR SUBSCRIPTION**

In this course, you will learn how to enter, approve, and return employee time sheets, view direct deposit and tax form information through Self-Service. In addition, you will learn to pull payroll information into Banner.

START

Managing the Employee Life Cycle (Banner Human Resources)

Managing the Employee Life Cycle (Banner HR 9.0) - Course

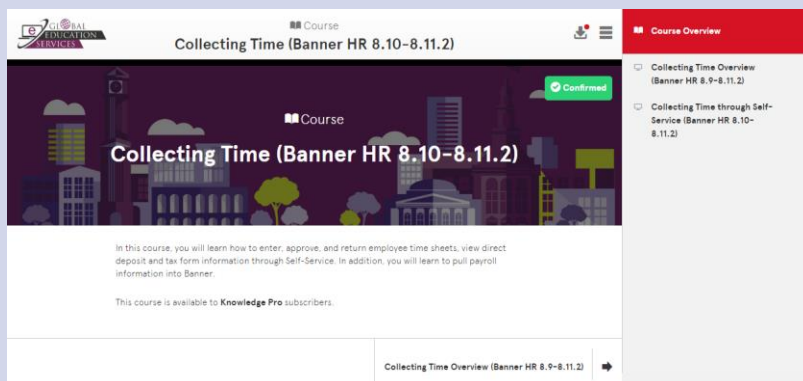
INCLUDED IN YOUR SUBSCRIPTION

This course provides information on managing the employee life cycle.

RESUME

START

RESUME



Course
Collecting Time (Banner HR 8.10-8.11.2)

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Collecting Time (Banner HR 8.10-8.11.2)

In this course, you will learn how to enter, approve, and return employee time sheets, view direct deposit and tax form information through Self-Service. In addition, you will learn to pull payroll information into Banner.

This course is available to **Knowledge Pro** subscribers.

Course Overview

- Collecting Time Overview (Banner HR 8.9-8.11.2)
- Collecting Time through Self-Service (Banner HR 8.10-8.11.2)

Collecting Time Overview (Banner HR 8.9-8.11.2)